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***CLATSOP COUNTY, OREGON
ADOPTED BUDGET
FY 2015-16***

Board of Commissioners

Scott Lee, Chairperson

Sarah Nebeker, Vice Chair

Dirk Rohne, Commissioner

Lisa Clement, Commissioner

Lianne Thompson, Commissioner

Lay Budget

Committee Members

Drew Herzig

Russ Farmer

Roger Rocka

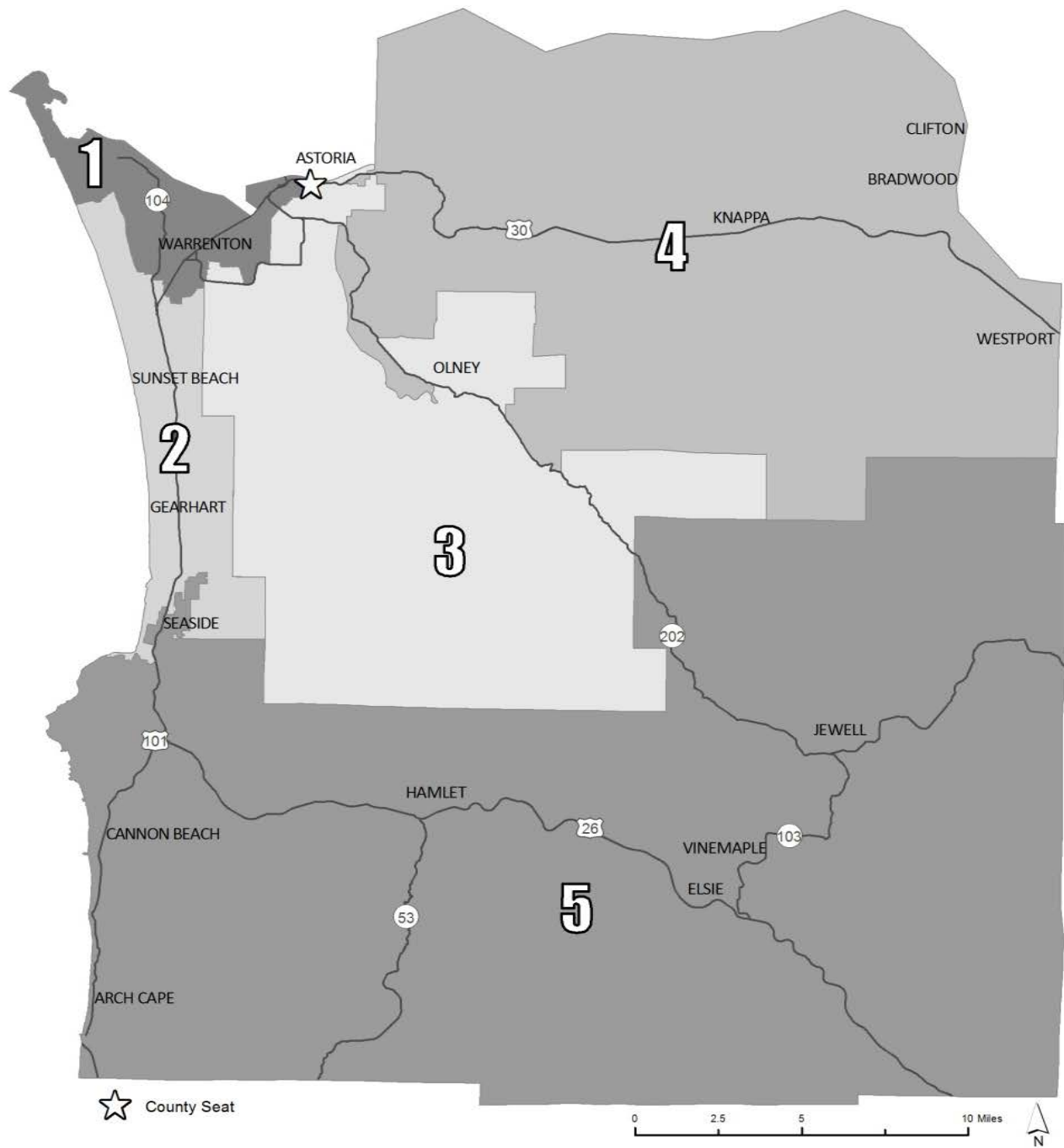
Mike Oien

Charles Dice

Submitted By:

Scott Somers, County Manager and Budget Officer

***Cover photo: Nehalem County Park (Red Bluff) located in Clatsop County
Submitted by: Steve Meshke, Natural Resources Manager***



Scott Lee –
Chair
District 1



Sarah Nebeker –
Vice Chair
District 2



Lisa Clement
District 3



Dirk Rohne
District 4



Lianne Thompson
District 5

ADMINISTRATIVE STAFF

Scott Somers

County Manager

Pat Corcoran

4-H & Extension Staff Chair

Monica Steele

Budget and Finance Director

Mike Grant

Assessment and Taxation Director

Valerie Crafard

County Clerk

Brian Mahoney

Public Health Director

Greg Engebretson

Juvenile Director

Michael Summers

Public Works Director

Heather Hansen

Community Development Director

Gary Friedman

Fair Manager

Josh Marquis

District Attorney

Tom Bergin

Sheriff



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Clatsop County
Oregon**

For the Fiscal Year Beginning

July 1, 2014

A handwritten signature in black ink, reading 'Jeffrey R. Egan', is positioned below the date.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to Clatsop County, Oregon for its annual budget for the fiscal year beginning July 1, 2014. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

RECORDED

JUN 25 2015

Doc# 2015060055

IN THE BOARD OF COUNTY COMMISSIONERS

FOR CLATSOP COUNTY, OREGON

IN THE MATTER OF ADOPTING THE)
BUDGET FOR 2015-16, IMPOSING)
TAXES, CATEGORIZING TAXES AND) RESOLUTION AND ORDER
MAKING APPROPRIATIONS FOR)
CLATSOP COUNTY)

IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners, governing body of Clatsop County, Oregon, hereby adopts the Clatsop County Budget by organizational unit, for all funds approved by the Clatsop County Budget Committee and adjusted per ORS 294.435 for 2015-16 in the total sum of \$60,846,270 of which \$52,215,180 is appropriated and

IT IS FURTHER RESOLVED AND ORDERED that the amounts for the Fiscal Year beginning July 1, 2015 and for the purposes shown in Exhibit A, attached hereto and by this reference incorporated herein, are hereby appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the Board of County Commissioners hereby imposes the taxes provided for in the Adopted Budget at the rate of \$1.5338 per \$1,000 of assessed value for operations and at the rate of \$.07 per \$1,000 of assessed value for local option levy and that these taxes are hereby imposed and categorized for the tax year 2015-16 upon the assessed value of all taxable property within Clatsop County. The following allocation and categorization as provided in ORS 310.060 make up the above taxes:

	SUBJECT TO THE GENERAL GOVERNMENT LIMITATION	EXCLUDED FROM THE LIMITATION
General Government	\$1.5338/\$1,000	-0-
Local Option Levy	\$.07/\$1,000	-0-

IT IS FURTHER RESOLVED AND ORDERED that the Notice of Property Tax Levy shall be filed with the Clatsop County Assessor and Clerk, together with a copy of the Adopted Budget.

DATED this 24th day of June, 2015.

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON



Scott Lee, Chair

JUN 23 2015

Doc# 2015060056

IN THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON, GOVERNING BODY OF THE
CLATSOP COUNTY RURAL LAW ENFORCEMENT DISTRICT

IN THE MATTER OF ADOPTING THE)
BUDGET FOR 2015-16, IMPOSING TAXES,)
CATEGORIZING TAXES AND MAKING) RESOLUTION AND ORDER
APPROPRIATIONS FOR CLATSOP COUNTY)
RURAL LAW ENFORCEMENT DISTRICT)

IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners, governing body of the Clatsop County Rural Law Enforcement District, hereby adopts the Clatsop County Rural Law Enforcement District Budget by organizational unit in the total sum of \$4,738,230 of which \$3,030,690 is appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2015 and for the purposes shown in Exhibit A, attached hereto and by this reference incorporated herein, is hereby appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the taxes provided for in the adopted Budget at the rate of \$0.7195 per \$1,000 of assessed value for operations are hereby imposed and categorized for the tax year 2015-16 upon the assessed value of all taxable property within said District. The following allocations and categorization as provided in ORS 310.060 make up the above taxes:

	Subject to the General Government Limitation		Excluded from the Limitation
General Government	\$0.7195/\$1,000		-0-

IT IS FURTHER RESOLVED AND ORDERED that the Notice of Property Tax Levy shall be filed with the Clatsop County Assessor and Clerk, together with a copy of the Adopted Budget.

DATED this 24th day of June 2015.

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON,
GOVERNING BODY OF THE CLATSOP
COUNTY RURAL LAW ENFORCEMENT
DISTRICT



Scott Lee, Chair

RECORDED

JUN 25 2015

Doc#

2015060054

IN THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON, GOVERNING BODY OF THE
CLATSOP COUNTY ROAD DISTRICT NUMBER 1

IN THE MATTER OF ADOPTING THE)
BUDGET FOR 2015-16, IMPOSING TAXES,)
CATEGORIZING TAXES AND MAKING) RESOLUTION AND ORDER
APPROPRIATIONS FOR CLATSOP COUNTY)
ROAD DISTRICT NUMBER 1)

IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners, governing body of the Clatsop County Road District Number 1, hereby adopts the Clatsop County Road District Number 1 Budget by organizational unit in the sum of \$4,265,810; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2015 and for the purposes shown in Exhibit A, attached hereto and by this reference incorporated herein, is hereby appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the taxes provided for in the adopted Budget at the rate of \$1.0175 per \$1,000 of assessed value for operations are hereby imposed and categorized for the tax year 2015-16 upon the assessed value of all taxable property within said District. The following allocations and categorization as provided in ORS 310.060 make up the above taxes:

	Subject to the General Government Limitation		Excluded from the Limitation
General Government	\$1.0175/\$1,000		-0-

IT IS FURTHER RESOLVED AND ORDERED that the Notice of Property Tax Levy shall be filed with the Clatsop County Assessor and Clerk, together with a copy of the Adopted Budget.

DATED this 24th day of June 2015.

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON,
GOVERNING BODY OF CLATSOP COUNTY
ROAD DISTRICT NUMBER 1



Scott Lee, Chair

RECORDED

JUN 25 2015

Doc#

2015060853

IN THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON, GOVERNING BODY OF THE
WESTPORT SEWER SERVICE DISTRICT

IN THE MATTER OF ADOPTING THE)
BUDGET FOR 2015-16 AND MAKING) RESOLUTION AND ORDER
APPROPRIATIONS FOR WESTPORT SEWER)
SERVICE DISTRICT)

IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners, governing body of the Westport Sewer Service District hereby adopts the Westport Sewer Service District Budget by organizational unit in the sum of \$152,910; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2015 and for the purposes shown in Exhibit A, attached hereto and by this reference incorporated herein, is hereby appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the Board imposes NO taxes provided for in the Adopted Budget as of July 1, 2015; and

IT IS FURTHER RESOLVED AND ORDERED that a copy of the Adopted Budget shall be filed with the County Assessor and Clerk.

DATED this 24th of June, 2015.

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON,
GOVERNING BODY OF WESTPORT
SEWER SERVICE DISTRICT



Scott Lee, Chair

JUN 25 2015

Doc# 201506052

IN THE BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON, GOVERNING BODY OF THE
CLATSOP COUNTY 4-H AND EXTENSION SERVICE SPECIAL DISTRICT

IN THE MATTER OF ADOPTING THE)
BUDGET FOR 2015-16, IMPOSING TAXES,)
CATEGORIZING TAXES AND MAKING) RESOLUTION AND ORDER
APPROPRIATIONS FOR CLATSOP COUNTY)
4-H & EXTENSION SERVICE SPECIAL)
DISTRICT)

IT IS HEREBY RESOLVED AND ORDERED that the Board of County Commissioners, governing body of the Clatsop County 4-H and Extension Service Special District, hereby adopts the Clatsop County 4-H and Extension Service Special District Budget by organizational unit in the sum of \$612,780; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2015 and for the purposes shown in Exhibit A, attached hereto and by this reference incorporated herein, is hereby appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the taxes provided for in the adopted Budget at the rate of \$.0534 per \$1,000 of assessed value for operations are hereby imposed and categorized for the tax year 2015-16 upon the assessed value of all taxable property within said District. The following allocations and categorization as provided in ORS 310.060 make up the above taxes:

	Subject to the General Government Limitation		Excluded from the Limitation
General Government	\$.0534/\$1,000		-0-

IT IS FURTHER RESOLVED AND ORDERED that the Notice of Property Tax Levy shall be filed with the Clatsop County Assessor and Clerk, together with a copy of the Adopted Budget.

DATED this 24th day of June 2015.

BOARD OF COUNTY COMMISSIONERS FOR
CLATSOP COUNTY, OREGON GOVERNING
BODY OF CLATSOP COUNTY 4-H AND
EXTENSION SERVICE SPECIAL DISTRICT



Scott Lee, Chair

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Clatsop County

County Manager's Office

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Astoria, Oregon 97103

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Phone (503) 325-1000

Fax (503) 325-8325

BUDGET MESSAGE

Fiscal Year 2015-2016

July 1, 2015

Clatsop County Board of Commissions, citizen members of the Budget Committee and citizens of Clatsop County:

I am pleased to present the adopted fiscal year (FY) 2015-16 annual budget for Clatsop County, Oregon totaling \$52,215,170, a slight decrease of \$301,660 or less than 0.5% from the previous year's adopted budget. Included in the \$52.2M proposed budget amount is a General Fund budget of \$22,220,300, an increase from the previous year of \$3,143,340 or 16.5%. This increase is attributed in part to a \$1.75M transfer of timber revenues from the General Fund into Special Projects in accordance with Board policy. The adopted budget submitted herein reflects the County's commitment to providing valuable government services to the community at-large in a cost-effective and efficient manner. The budget serves as the County's financial and operations plan for maintaining County operations for the fiscal year beginning July 1, 2015 and ending June 30, 2016. The adopted budget has been prepared in accordance with Oregon local budget law, the Board of County Commissioners' Budget Policies, Clatsop County's Long-Term Financial Plan (LTFP) and generally accepted accounting principles. The adopted budget is balanced and stays within all statutory property tax limitations. It would be appropriate to view the budget as the intersection of public policy, values, and available resources.

The Clatsop County Budget includes the following legally separate entities:

- Rural Law Enforcement District
- Road District #1
- Westport Sewer District
- Clatsop County 4-H and Extension Services Special District

While these are legally separate districts, the Board of County Commissioners is ultimately responsible for final approval of these budgets. The four Service Districts budgets total \$8,062,190 for fiscal year 2015-16 which is \$1,665,690, or 20.66%, more than the current year. This is mostly attributed to a \$1.2M increase in the transfer amount from Road District No. 1 to the General Roads Fund.

INTRODUCTION

Clatsop County has been able to sustain programs and services for its citizens despite the difficult economic climate of the last few years. With continued prudent fiscal management, I am confident Clatsop County is in a position to proactively, effectively and responsibly plan and prepare for the future and will continue providing the services our citizens expect and depend upon.

The organization has been actively managed for both results and overall financial sustainability. Departmental performance measures provide data to inform spending decisions by understanding actual service outcomes of County departments. The Board of County Commissioners deserve great credit for having the wisdom and forethought to adopt and implement the County's Long Term Financial Plan (LTFP), which has put Clatsop County at the forefront of short and long term financial planning. Clatsop County has been recognized for its efforts to control the size of County government relative to available resources by utilizing responsible financial management practices. The LTFP identifies areas where Clatsop County could preserve and strengthen the County's fiscal health by updating financial policies and establishing greater reserves. The 2015-16 Budget Policies reflect implementation of the Long Term Financial Plan's policies, goals and targets. Some of the key provisions of the Budget Policies include:

- No new staff or programs unless specifically approved by the Board of Commissioners.
- Seek staff and expenditure reductions wherever possible.
- Utilize the County's Indirect Cost Allocation Plan in an effort to appropriately recover the full cost of the County's overhead functions and to identify the impact of all programs on overhead services.
- Pursue revenue sources to the fullest extent possible for all services as well as total cost identification for fee setting purposes.
- General Fund discretionary dollars shall not be used to back-fill any loss in state-shared or federal revenues or increase the County share of programs funded primarily from non-General Fund sources.
- Maintain at least 10 percent of the General Fund's appropriation in contingency, but no less than \$1.5 million.
- Retain no more than the lowest year of actual timber receipts over the last fifteen (15) years in the General Fund to support the current level of General Fund services; transfer all remaining timber monies to the Special Projects Fund for capital projects and other one-time expenditures.
- Maintain a General Fund Stabilization Account by setting aside timber revenue to provide a resource for General Fund operations in the event timber revenues received are less than projected.

THE ADOPTED FY 2015-2016 BUDGET

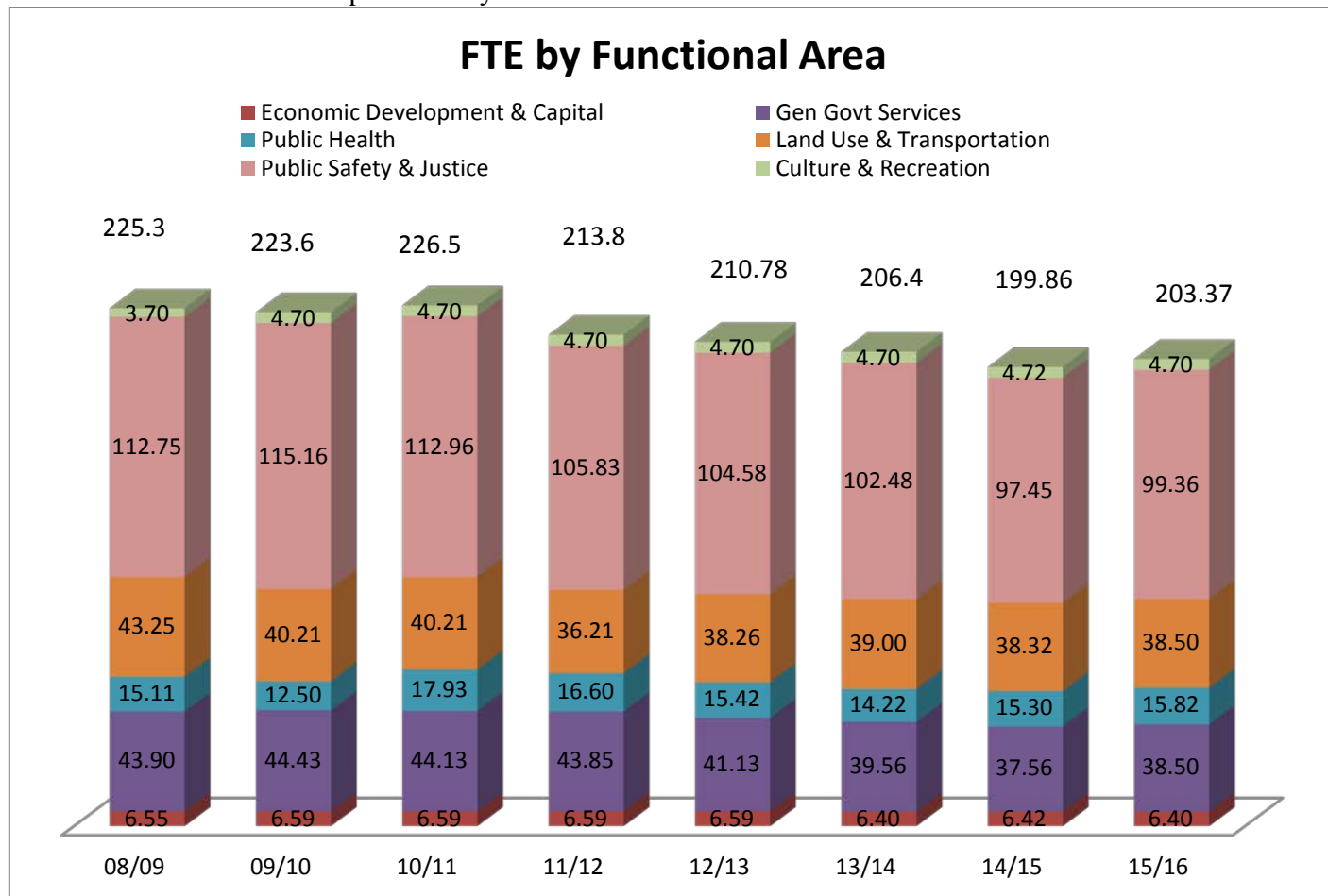
In consideration of the budget policies and the current economic climate, the total adopted budget, excluding the four Service Districts, is \$52,215,170 compared to last year's adopted budget of \$52,516,830 (please see table on next page). This represents a slight decrease of \$301,660 or less than 0.5% from the previous year. In terms of the overall approach to the budget, the following considerations guided our recommendations. Challenges involving criminal activity continue to place increased pressure on our public safety and justice services. To the extent possible we have prioritized public safety systems which account for 31.9% of the budgeted resources in the 2015-16 county-wide budget. Through these public safety services the County is looking to emphasize prevention programs, such as alternatives to detention, especially for juveniles, to help decrease future criminal activity, recidivism, and incarceration costs. In addition, to further enhance our livable community, the capital budget includes improvements for County roads, continued development on the North Coast Business Park, and completion of the criminal justice facility remodel to provide a more centralized location for administrative staff.

The total budget includes operating expenditures, capital outlay, contingency and special payments and holds \$8,626,810 aside as unappropriated fund balances. The adopted budget includes an increase in current year revenue for all funds of approximately \$508,710. Increases in revenue are mainly attributable to projected gains in taxes by \$384,120; an increase in timber revenue of \$1,883,670 is offset with a decrease in state & federal revenue of \$2.9M for a state funded project that was completed in the 2014-15 FY.

County Revenue by Category	2014-2015 Budget	2015-2016 Adopted	Dollar Variance	Percent Change
Taxes	8,633,200	9,017,320	384,120	4.5%
Licenses & Permits	766,200	878,400	112,200	14.6%
Fines/Forfeits	81,800	106,000	24,200	29.6%
Interest/Property	176,110	161,390	(14,720)	-8.4%
State Revenue	12,767,410	13,574,960	807,550	6.3%
Federal Revenue	2,629,750	726,250	(1,903,500)	-72.3%
Other Intergovernmental	5,483,290	6,824,460	1,341,170	24.4%
Charges for Service	1,809,750	1,824,070	14,320	.79%
Other Revenue	3,233,390	1,458,310	(1,775,080)	-54.9%
Transfers-In	<u>3,065,230</u>	<u>4,598,500</u>	<u>1,533,270</u>	<u>50.0%</u>
Subtotal Revenue	38,646,130	39,169,660	523,530	1.3%
Use of Fund Balance - Operations	2,120,290	3,643,790	1,523,500	71.8%
Fund Balance for Contingency	<u>11,750,410</u>	<u>9,401,720</u>	<u>(2,348,690)</u>	<u>-19.9%</u>
Total Revenue Budget	52,516,830	52,215,170	(301,660)	-.05%

Clatsop County Adopted 2014-15 Budget vs. Adopted 2015-16 Budget			
Resources	Adopted 2014/15	Adopted 2015/16	Increase/(Decrease)
Beginning Balance	\$17,246,610	\$21,676,610	\$4,430,000
Revenue	38,646,130	39,165,370	519,240
Total County Resources Available	\$55,892,740	\$60,841,980	\$4,949,240
<i>Less: Unappropriated Beg. Bal.</i>	<i>(3,375,910)</i>	<i>(8,626,810)</i>	
County Adopted Resources	\$52,516,830	\$52,215,170	(301,660)
Expenditures			
Personnel Services	\$18,903,460	\$19,855,230	\$951,770
Materials & Services	12,730,620	10,349,880	(2,380,740)
Special Payments	2,022,150	2,317,790	295,640
Capital	3,857,890	5,321,380	1,463,490
Debt Service	202,600	192,390	(10,210)
Transfers	3,049,700	4,776,780	1,727,080
Contingency	11,750,410	9,401,720	(2,348,690)
County Adopted Expenditures	\$52,516,830	\$52,215,170	(301,660)

Personnel Services increased in total across all funds by \$946,870 or 5% from the 2014-15 adopted budget. The adopted budget for personnel services, which include salaries and benefits is \$19,850,330 and represents 46.8% of the total county-wide budget, excluding contingency. This compares to 46.4% from last year's budget. Changes in personnel services include an increase of 3.51 full-time equivalent (FTE) positions, not including Service Districts, from 199.86 in 2014-15 to an adopted FTE count of 203.37 for 2015-16. This is the first increase in FTE in seven years as illustrated by the chart below. This increase includes an increase of just under 2 FTE in public safety as well as an increase of almost 1 FTE in General Government; in addition there is an increase of .52 FTE in Public Health, and .18 FTE in Land, Use & Transportation, as well as other minor adjustments. Other changes to personnel services include increases due to an anticipated cost of living adjustment to employee wages by 2.5% or 1.5% depending on the bargaining unit contract, and budgeted increases for the increased costs of healthcare. Additionally, the County is budgeting for an increase in retirement costs from last year. The amount budgeted for retirement now coincides with the rate provided by the state.



Materials and Services for all funds decreased by \$2,439,250 or 19.1% over the fiscal year 2014-15 adopted budget. The decrease is mostly due to a larger budget amount for contractual services in the 2014-15 fiscal year that included \$2,870,000 for work on the Westport Ferry ramp. The adopted Capital Outlay budget increases by \$1,223,530 or 31.7% as compared to the 2014-15 adopted budget and includes \$925,000 for further development projects for the North Coast Business Park as well as an additional \$600,000 for the construction of a Household Hazardous Waste Facility. While some of the budgeted construction for the 2014-15 FY for the remodel of the Sheriff's Office/Parole & Probation facility has occurred, the majority of this project will be completed in the 2015-16 FY; therefore \$1,496,800 has been budgeted.

General Fund Overview

The General Fund increases from \$19,076,960 in FY 14-15 to an adopted \$22,220,300 for FY 15-16, a total increase of \$3,143,340 or 16.5%. General Fund revenue is expected to increase by approximately \$2,040,320. This is due to a large increase in state revenue of which \$1,700,030 is an increase in the projected timber sales; however, per the Long-term Financial Plan any amount in excess of the fifteen (15) year low will be transferred to Special Projects. Other increases include a \$382,680 increase in tax revenue, a \$41,800 increase in Licenses & Permits, \$175,680 in Intergovernmental Other Revenue due to increased revenue from the Rural Law Enforcement District, and a \$15,760 increase in Charges for Services related to the increase from the new fee schedule that will be effective July 1, 2015. These increases are offset somewhat by decreases in Interest/Property \$8,000, a \$13,390 decrease in other revenue mostly due to a decrease in indirect cost revenue, and a \$251,890 decrease in Transfers-In due to a decrease in Video Lottery revenue projections, as well as the elimination of a one-time transfer from the insurance reserve in the 14-15 FY. Lastly, the budget includes an increase of \$717,070 in use of fund balance for on-going operations, while still working towards maintaining a goal of having a 25% fund balance.

General Fund Revenue by Category	2014-2015 Budget	2015-2016 Adopted	Dollar Variance	Percent Change
Taxes	8,244,940	8,627,620	382,680	4.5%
Licenses & Permits	316,200	358,000	41,800	13.2%
Fines/Forfeits	28,300	28,100	(200)	-.7%
Interest/Property	50,020	42,020	(8,000)	-16%
State Revenue	4,141,630	5,841,660	1,700,030	41.0%
Federal Revenue	142,770	140,620	(2,150)	-1.5%
Other Intergovernmental	2,125,240	2,300,920	175,680	8.3%
Charges for Services	594,830	610,590	15,760	2.7%
Other Revenue	1,034,060	1,020,670	(13,390)	-1.3%
Transfers-In	<u>527,840</u>	<u>265,950</u>	<u>(261,890)</u>	<u>-49.6%</u>
Subtotal Revenue	17,205,830	19,236,150	2,030,320	11.8%
Use of Fund Balance - Operations	136,550	953,850	717,070	598.5%
Fund Balance for Contingency	<u>1,734,580</u>	<u>2,020,030</u>	<u>285,450</u>	<u>16.4%</u>
Total Revenue Budget	19,076,960	22,220,030	3,025,430	15.9%

Clatsop County General Fund Adopted 2014-15 Budget vs. Adopted 2015-16 Budget			
Resources	Adopted 2014/15	Adopted 2015/16	Increase/(Decrease)
Beginning Balance	\$3,389,020	\$4,858,580	\$1,469,560
Revenue	17,205,830	19,236,150	2,030,320
GF Resources Available	\$20,594,850	\$24,094,730	\$3,499,880
<i>Less: Unappropriated Beg. Bal.</i>	<i>(1,517,490)</i>	<i>(1,874,430)</i>	
GF Adopted Resources	\$19,076,960	\$22,220,300	\$3,143,340
Expenditures			
Personnel Services	\$12,206,120	\$12,954,070	\$747,950
Materials & Services	3,581,000	3,797,830	216,830
Special Payments	56,200	171,000	114,800
Capital	0	0	0
Transfers	1,499,060	3,277,370	1,778,310
Contingency	1,734,580	2,020,030	285,450
GF Adopted Expenditures	\$19,076,960	\$22,220,300	\$3,143,340

Personnel services, which include salaries and benefits, are increasing in the General Fund from the current year by \$747,950. This increase is related to an increase of just over 4 FTE in the General Fund, as well as a cost of living adjustment to employee wages by 2.5% or 1.5% depending on the bargaining unit contract. In addition, there are slight increases to health insurance costs, as well as retirement costs, based on the rate provided by the state. There is an increase in the materials and services budget of \$216,830. This increase from the current year is due to increases in professional services and legal services contracts. In addition the adopted General Fund budget includes an increase in transfers of \$1,778,310. This increase is related to the projected timber revenues and per the Long-term Financial Plan; any amount in excess of the fifteen (15) year low is to be transferred to the Special Projects Fund. The \$285,450 increase in contingency is based on a Board policy that 10% of the General Fund expenditures be reserved in contingency, therefore increased expenditures results in an increased contingency amount.

Organizational Unit Name	2014-2015 Adopted	2015-2016 Adopted	Dollar Variance	Percent Change
Board Of Commissioners	84,650	84,650	0	0%
Brd of Property Tax Appeal	41,310	40,140	(1,170)	-2.8%
County Tourism	0	15,000	15,000	100%
County Manager	291,410	302,430	11,020	3.8%
Human Resources	278,250	359,640	81,390	29.2%
Assessment & Taxation	1,304,830	1,481,450	176,620	13.5%
Property Management	48,350	49,810	1,460	3.0%
County Counsel	110,200	110,200	0	0%
Clerk - Admin. & Elections	316,680	315,760	(920)	-.3%
Clerk - Records	174,140	170,920	(3,220)	-1.9%
Budget & Finance	492,330	411,330	(81,000)	-16.5%
Information Systems	761,180	785,620	24,440	3.2%
Building And Grounds	890,630	996,130	105,500	11.9%
Parks Maintenance	201,330	207,950	6,620	3.3%
Surveyor	110,620	111,960	1,340	1.2%
Dues & Special Assessments	303,800	446,400	142,600	46.9%
District Attorney	1,526,500	1,621,580	95,080	6.2%
Medical Examiner	57,500	57,500	0	0%
Sheriff Support Division	382,560	414,550	31,990	8.4%
Sheriff Criminal Division	3,174,640	3,442,650	268,010	8.4%
Corrections	2,773,480	2,831,170	57,690	2.1%
Jail Nurse	386,300	399,540	13,240	3.4%
Juvenile Department	797,250	847,940	50,690	6.4%
Corrections Workcrew	210,760	234,830	24,070	11.4%
Planning Division	509,090	573,300	64,210	12.6%
Emergency Management	277,880	291,300	13,420	4.8%
Animal Control	337,650	344,240	6,590	2.0%
Transfers To Other Funds	1,499,060	3,252,280	1,753,220	117%
Approp. For Contingency 1	<u>1,734,580</u>	<u>2,020,030</u>	<u>285,450</u>	<u>16.4%</u>
Total	19,076,960	22,220,300	3,143,340	16.4%

The 2015-16 General Fund adopted budget includes \$964,120 use of unassigned General Fund balance. While this amount is greater than the 2014-15 FY adopted budget amount, this reliance on reserves to balance the budget maintains a 21.9% fund balance in the General Fund, consistent with in the Board policy. (see Beginning General Fund Balance as Percentage of Appropriations chart below).

	2008-2009 Budget	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Budget	2013-2014 Budget	2014-2015 Budget	2015-2016 Adopted
Budgeted Revenue	15,794,900	15,707,400	15,542,000	16,107,100	16,754,700	17,661,400	17,205,830	19,236,150
Budgeted Expense	16,352,400	15,641,500	16,501,000	17,202,500	17,772,900	18,209,000	17,342,580	20,200,270
Revenue Gap	(557,500)	65,900	(959,000)	(1,095,400)	(1,018,200)	(547,600)	(136,750)	(964,120)

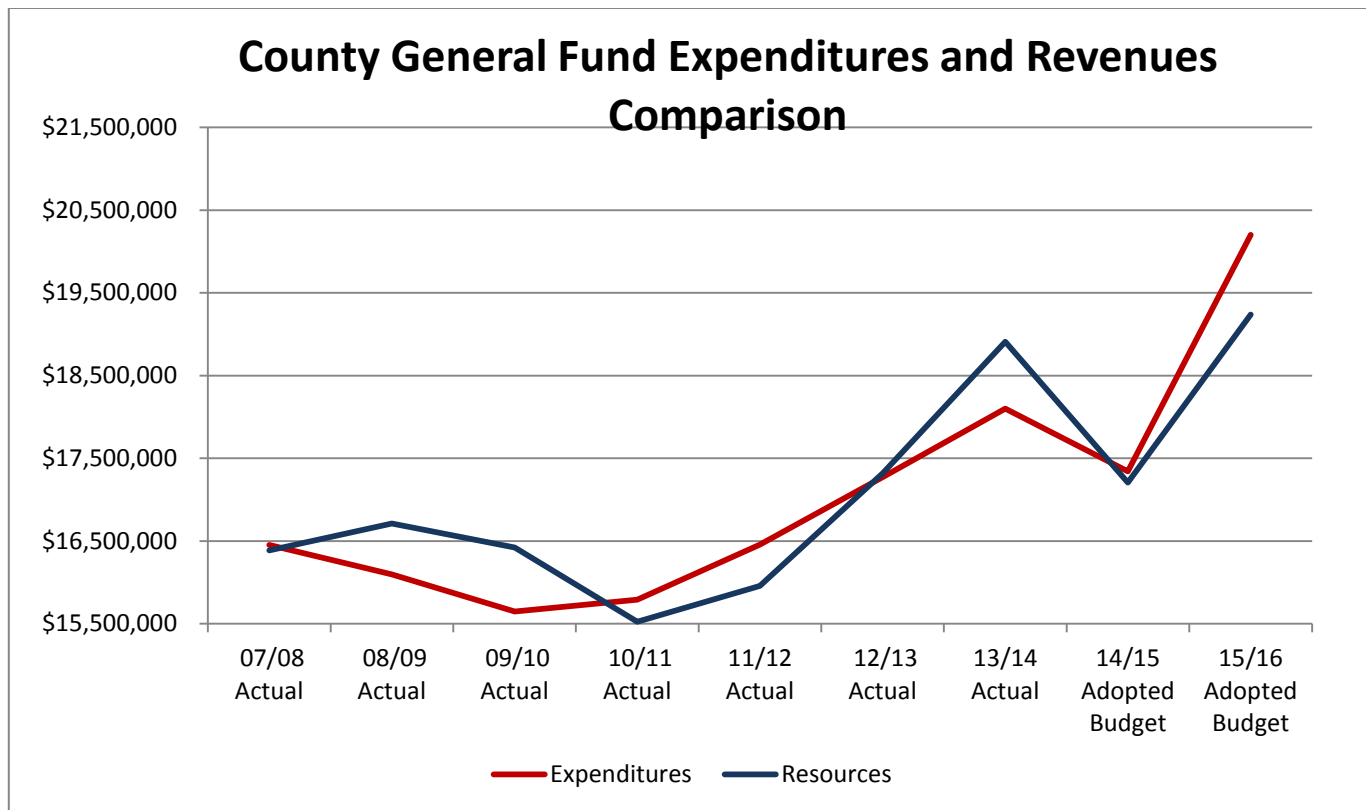
Expenses in the chart above are net of the budget for contingency and revenues are net of fund balance use to cover the budgeted contingency expense.

During the 2015-16 fiscal year the County will commence bargaining with the American Federation of State, County and Municipal Employees (AFSCME) – DA, Federation of Oregon Parole & Probation Officers, Oregon Nurses Association, and the Clatsop County Law Enforcement Association labor groups. The County has budgeted \$60,000 in legal services for these union negotiations.

The short-term outlook for the General Fund continues to be more optimistic than has been the case for the past few years. Our revenue projections for the coming year are based on the assumptions that the economy will remain sluggish but we expect to see modest improvements over the next 15 months; inflation will be moderate giving only a slight boost to intergovernmental revenues and charges for service; and short-term interest rates will remain at their historically low levels.

The overriding consideration affecting the 2015-16 Budget, especially for the General Fund, has been the continued impact of the Great Recession upon county revenues, and as a result, county expenditures. At this time we see some evidence of a positive change in the current economic environment in the near future but remain cautiously optimistic. The 2015-16 budgeted expenditure level in the General Fund was built using a base budget calculation for all General Fund departments. The calculation included: estimated inflationary increases for salaries and benefits for current staff and no inflationary increase for materials and supplies. Additional expenditure requests above this base budget level were submitted separately for consideration and were included in the budget based on available resources, County priority, and immediate need. This includes 4.16 restored FTE in the General Fund.

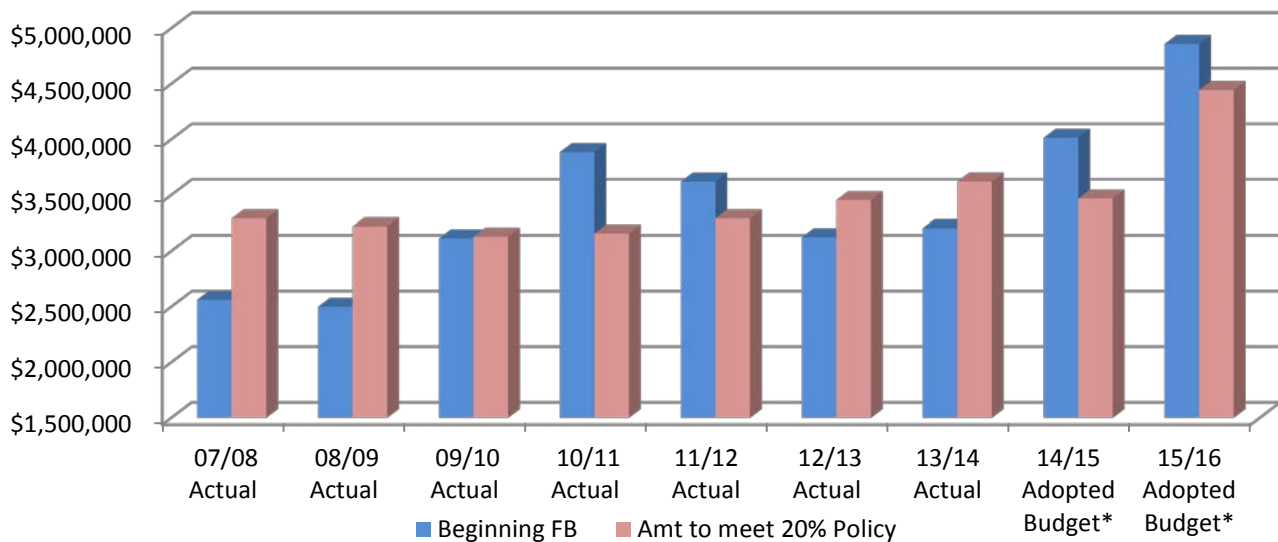
Year after year, County Staff, the Budget Committee, and the Board of Commissioners work painstakingly at balancing the budget, in particular, the General Fund. The chart on the next page illustrates how major decreases in General Fund revenue began in FY 09-10, primarily attributable to the national recession. Modest increases were realized in FY 11-12 and then saw a significant decline again in FY 13-14. The County responded to this decreasing revenue by cutting expenditures beginning in FY 08-09. Unfortunately, increases in health care costs, PERS obligations, and Transfers Out to support other funds caused increases in expenditures to occur in FY 10-11. As a result, expenditures were greater than revenues in fiscal years 10-11 and 11-12. Fiscal year 12-13 and 13-14 saw a reversing of that short two-year trend as General Fund revenues came in at a slightly higher level than expenses. The 2014-15 budget included the best assumptions available at the time and projected that new revenues will not be able to cover projected costs and was adopted assuming the use of \$137K in fund balance. However, current estimates for FY 14-15 indicate that, similar to FY 13-14, County General Fund revenues will again be slightly greater than expenditures resulting in an increase in GF balance at the end of the fiscal year. Although, we caution that these estimates could change. The adopted 2015-16 GF budget includes an assumed \$964K use of fund balance to balance the budget. However, we are optimistic that departments will be able to achieve savings throughout the year which will result in a favorable impact to General Fund balance at the close of the fiscal year.



The chart above represents the County's General Fund expenditures as compared to revenues over the last nine years. In instances where the actual revenue was less than actual expenses represent a reduction in GF fund balance, while the opposite is true for the reverse instances. The 14/15 and 15/16 budgeted expenditure amounts exclude budgeted contingency. As the chart demonstrates, the 15/16 budget includes \$964K more expenditures than resources. Unassigned General Fund balance will be used to cover the excess expenditures.

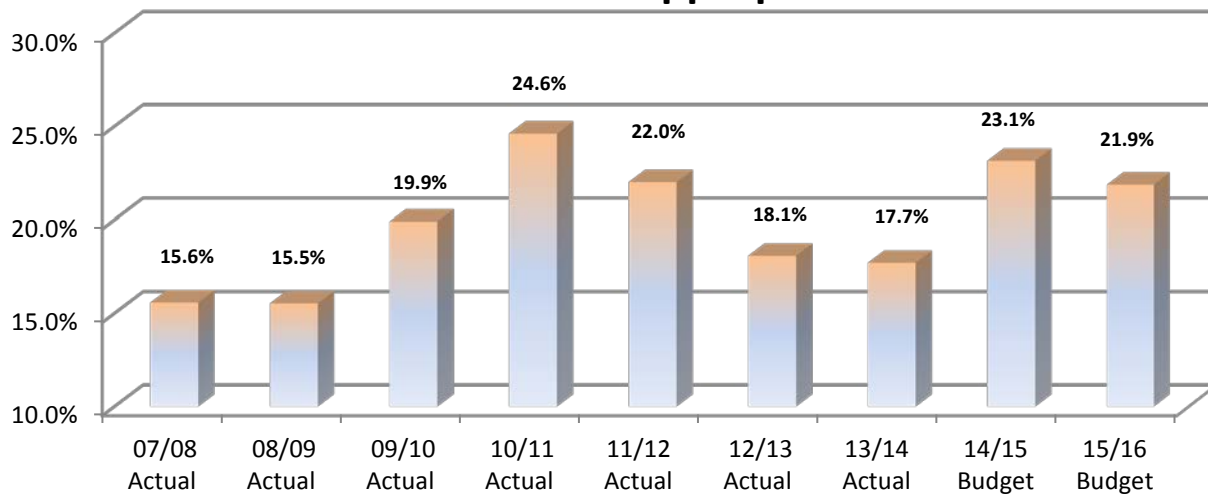
As a measure of fiscal health, local governments often look at fund balance levels, which include unappropriated fund balance, contingency and any reserves as a percentage of the total expenditures. The Government Finance Officers Association (GFOA) recommends, at a minimum, that general purpose governments maintain an unrestricted fund balance of no less than two months operating expenditures. The Board of County Commissioners has set a policy that unrestricted General Fund balance be 20% of the current year appropriation less contingency, with a longer-term goal of 25%. The reasons for maintaining a sufficient reserve include: being better able to plan for contingencies; maintain credit worthiness with banks and rating agencies; ability to fund smaller capital projects without incurring debt; generate investment income, and; ensure cash availability and liquidity. The charts below represent the amount of General Fund balance as compared to the level necessary to meet the 20% Board goal. As one can see, the County's anticipated unrestricted General Fund balance for the 2015-16 fiscal year is 21.9% of the adopted General Fund appropriations. While this amount is still below the Boards long-term goal of 25% it is above the Board policy amount of 20%. The 2015-16 budget represents a continued change from the previous trend of decreasing General Fund balance and the percent of General Fund balance as compared to appropriations.

General Fund Beginning Fund Balance Comparison to Amount Necessary to meet 20% Policy



The chart above represents the General Fund (GF) beginning balance in dollars and the beginning fund balance necessary (in dollars) to meet the County's policy of having 20% of GF appropriations in reserve.

Beginning General Fund Balance as Percentage of General Fund Appropriations



The chart above represents the amount of General Fund (GF) Balance as a percentage of General Fund appropriations for the fiscal year. The policy of the Board is to have a beginning GF balance of 20% of General Fund appropriations, less contingency, with a longer-term goal of 25%.

Expenditures by Functional Area

The adopted County budget is categorized into six functional areas: Culture and Recreation, Economic Development and Capital, General Government, Land use & Transportation, Public Health, and Public Safety and Justice. A functional area can be defined as a logical grouping of activities or processes of an organization representing similar business goals or functions. Each functional area includes the adopted budgets that comprise the functional area and greater detailed information of the County's individual budgets can be found under each of the functional area tabs. The total adopted County budget, which

excludes County Service Districts, is \$52,215,170 this represents a slight decrease of (\$677,340) or 1.1% from the previous year. While overall the budget decreased slightly from the previous year, there were some significant changes between functional areas. A table illustrating key changes is provided below:

Functional Area	2014-2015 Adopted	2015-2016 Adopted	Dollar Variance	Percent Change
Culture & Recreation	\$ 2,763,750	\$ 2,656,440	\$ (107,310)	-3.9%
Economic Dev. & Capital	9,378,450	9,710,270	\$ 331,820	3.5%
General Government	9,333,690	12,053,430	\$ 2,719,740	29.1%
Land use & Transportation	12,849,270	8,745,040	\$ (4,104,230)	-31.9%
Public Health	3,823,580	3,903,880	\$ 80,300	2.1%
Public Safety & Justice	14,368,090	15,146,110	\$ 778,020	5.4%
Subtotal Adopted County Budget	52,516,830	52,215,170	\$ (301,660)	-0.6%
County Service Districts	6,396,500	8,062,190	\$ 1,665,690	26.0%
Total Adopted Budget	58,913,330	60,277,360	1,364,030	2.3%

Culture & Recreation includes Fair General Operation, Parks Maintenance, and Parks & Land Acquisition and is almost entirely funded through dedicated resources with only \$78,710 or 3% of expenditures being covered by discretionary funding sources. The adopted expenditure budget reflects a decrease of \$107,310 or -3.9% from the current year, attributable mainly to changes in Capital Outlay for the Parks & Land Acquisition fund as the result of completing 2 major projects at the John Day and Klootch Creek parks. The number of FTE in this functional area is only slightly less than the current year, decreasing from 4.72 to 4.70 for the next fiscal year.

Economic Development & Capital includes Fisheries, Video Lottery, Industrial Development Revolving Fund, Special Projects, General Roads Equipment Replacement Fund, and County Tourism. The functional area is funded 71.3% by dedicated resources and 28.7% by discretionary resources. The discretionary revenues are a portion of Timber Sales, which the Board of Commissioners Budget Policies requires to be budgeted in Special Projects in order to fund limited duration General Fund expenditures for capital or other special projects. Overall, this functional area is slightly increasing by \$331,820 or 3.5% from the current year. For the most part, the 2015-16 adopted budgets reflect a status quo appropriations level from the current budget except for Special Projects, Fleet Replacement, Equipment Replacement Funds, and County Tourism. Special Projects which is an organizational unit of the Capital Projects Fund increases by almost \$589,000 or 2.2% due to construction of a Household Hazardous Waste Facility; in addition in, the Capital Projects Fund the new organizational unit of Fleet Replacement has expenditures which include contingency of \$89,500 for the purchase of county fleet vehicles. The Roads Equipment Replacement Fund increases by \$69,100 due to the cost of necessary replacements for the coming year. Lastly, the newly created organizational unit of County Tourism has expenditures in the amount of \$15,000; this program is funded 100% by dedicated room tax revenues as a result of a Board approved rate increase.

The **General Government** functional area includes the budgets for the Board of Commissioners and the County Manager as well as the budgets of county organization units whose activities are of a general government nature. The resources used to pay for the expenses in this functional area are 60.9% discretionary with the remaining 39.1% of resources being dedicated. The adopted budget for General Government has increased by \$2.7M or 29.1%. This change is a result of an increase in Transfer to Other Funds. This increase accounts for the transfer of timber revenues from the General Fund to Special Projects per the Board policy. In addition, the Assessment & Taxation budget in this functional area has increased by \$173,340 or 15% as a result of increasing 1 FTE and accounting for the replacement of a county fleet vehicle. Additionally, the Building & Grounds Division has seen an increase of \$105,500 or 12% as a result of the completion of the Sheriff's Office remodel to account for the increased utilities, these

expenditures will be offset by revenues through indirect costs. The other budgets in this area are mostly status quo from the current fiscal year with any necessary adjustments in personnel costs. Overall, the budget for this group includes an increase of .94 FTE from 37.56 in the current year to 38.5 for the next fiscal year.

Land use & Transportation is funded by dedicated monies, with only 3.4% of resources being discretionary in nature. The budgets included in this functional grouping include budgets typically associated with the County's Public Works and the Community Development functions. The adopted budget is \$4.1 million or 31.9% less than the current year and is driven by just over a \$2 million decrease in the Roads Maintenance and Construction Fund for completed improvements/projects to the Westport Ferry Ramp, Old Highway 30, road extensions and paving, and bridge repairs. In addition, this budget also reflects a decrease of approximately \$2 million in contingency appropriations as a result of the department choosing to leave this in Unappropriated Fund Balance. The adopted budget includes a slight increase of FTE for the next fiscal year, increasing from 38.32 FTE in the current year to a budgeted 38.5 FTE.

The **Public Health** functional area is mostly funded, 90.2%, through dedicated state and federal grant sources and fee revenues, and 9.8% through a transfer-in of discretionary General Fund resources. The budget reflects an increase in expenditures of \$80,300 or 2.1% from the current year. The budgeted number of staff positions in this functional area is 15.82, an increase of .52 FTE. The budget for this grouping is based on our best estimates of available grant monies and estimated beginning fund balances. Depending on actual grant awards, these budgets can fluctuate from their adopted levels. The budget includes a transfer of \$300,000 to the Special Projects to help pay for a Household Hazardous Waste Disposal Facility.

The **Public Safety & Justice** functional area presents the adopted budgets for the funds and organizational units that are responsible for or related to community safety and security within the law and justice system and emergency response. The adopted budgets for the next fiscal year reflect an increase of \$778,020 or 5.4% from the 14-15 fiscal year appropriations. The resources that fund these services are split 50.2% dedicated and 49.8% discretionary. The adopted budgets reflects an increase in the funding level of the District Attorney's Materials and Services budget due to a necessary increase for Special Investigations. In addition there is an increase in the Sheriff's Parole & Probation budget of \$120,800 or 4% as a result of dedicated grant funding for treatment related programs. In addition to the budgeted adjustments for personnel services, other changes include an overall increase of 1.91 FTE from 97.45 to 99.36 in the Public Safety & Justice function.

SERVICE DISTRICTS

Rural Law Enforcement District The budget for FY 15-16 provides funding for Sheriff's Office services for rural areas of the County. It is supported by property tax levy and timber revenue. The budget reflects an increase of approximately \$469,810, or 18% from the 2014-15 budget primarily due to increases in personnel services costs and capital outlay costs.

Road District No. 1 The budget for FY 15-16 allocates resources to the County for road maintenance as discussed in the Road Maintenance section of this budget. The District is governed by the Board of Commissioners. The overall adopted budget increases by \$1,176,660 or 38% and represents the amount being allocated to the Roads Fund. This significant increase is a result of a projected \$467,000 beginning balance as well as a projected increase of timber revenues in the amount of \$706,120.

Westport Sewer District The budget for FY 15-16 reflects a decrease of approximately \$10,000 in expenditures due to a decrease in budgeted contingency. This District is supported 100% by User Fees.

4-H and Extension Service Special District The FY 15-16 budget reflects a slight increase in total expenditures of just under \$30,000 due to an increase in budgeted contingency. Overall, however, the District has seen a savings in Materials and Services as a result of savings in indirect costs by the District moving all employees to OSU. This has resulted in fewer services from the county for general operations and eliminating redundancies in clerical work. These savings will be used to increase staff from 2.8 FTE to 3.15 FTE.

Clatsop County Service Districts Adopted 2014-15 Budget vs. Adopted 2015-16 Budget			
Resources	Adopted 2014 - 2015	Adopted 2015- 2016	Increase / (Decrease)
Beginning Balance	\$2,267,450	\$2,744,380	\$476,930
Revenue	5,684,820	7,025,350	1,340,530
Total District Resources Available	\$7,952,270	\$9,769,730	\$1,817,460
<i>Less: Unappropriated Beg. Bal.</i>	<i>(1,555,770)</i>	<i>(1,707,540)</i>	
District Adopted Resources	\$6,396,500	\$8,062,190	\$1,665,690
Expenditures	\$5,990,650	\$7,608,920	\$1,618,270
Contingency	405,850	453,270	47,420
District Adopted Expenditures	\$6,396,500	\$8,062,190	\$1,665,690

DISCRETIONARY RESOURCES

Discretionary resources are resources or income that are not dedicated by rule, law or contract for a specific program or purpose, and therefore may be spent at the discretion of the Board of Commissioners. The bulk of the County's discretionary resources come from the General Fund beginning balance, property tax levy, indirect charges and timber revenues.

Almost all discretionary revenues are received in the General Fund, however, not all of the General Fund resources are discretionary. In the budget document, General Fund discretionary resources are identified as General Fund Support for General Fund Organizational Units or as Transfer from General for non-General Fund Organizational Units. For FY 2015-2016, discretionary resources for all funds total approximately \$15,261,930. This includes timber revenue set aside in the Capital Projects Fund for Special Projects and the General Fund's Operating Contingency.

CLOSING

Clatsop County provides vital public services to a growing population of approximately 37,300 and our lean ratio of 1 staff position to every 183 citizens demonstrates how we strive to make every dollar count. The long-lasting recession has presented a number of challenges over the past several years but has also provided opportunities to look at County operations and push for efficiencies. The County continues to look for opportunities to update processes, combine resources, and improve service delivery; while at the same time focusing on providing excellent customer service. While the economy is beginning to show signs of recovery and with the streamlining of processes, this year has again been challenging to balance

and prioritize the needs of the community with the amount of resources available. We have made every attempt to find savings by using the Commissioners' Budget Policies and goal priorities in making our recommendations. Once again we will need to closely monitor 2015-16 revenues and expenditures to ensure that revenues are coming in as budgeted and make any necessary expenditure adjustments throughout the year. I am confident that the County's management team and staff will continue to meet this challenge. Due to limited resources and growing demands for services, all of the County's needs are not met in the budget. I recognize the importance of continuing to live within our means, striving for increased productivity and use of innovation in our efforts to operate the County. The budget process is a team effort and reflects many hours of hard work on the part of County staff, Budget Committee members, and the Board of Commissioners. I would like to extend special thanks for the hard work of County staff and the County management team in developing the fiscal year 2015-16 budget.

Respectfully submitted,



Scott Somers
County Manager

ORGANIZATION OF THE BUDGET DOCUMENT

A budget, as defined by Oregon State Law, is a “*financial plan containing estimates of revenues and expenditures for a single fiscal year.*” Local governments have the option of budgeting on a 24-month biennial budget period, or by a fiscal year.

Clatsop County operates, and budgets, on a fiscal year beginning July 1 and ending the following June 30. Budgeting requires local governments to evaluate plans and priorities in light of the financial resources available to meet those needs.

The County budget is organized based on the following hierarchy:

- Functional Area
- Fund
- Organizational Unit
- Program

This Budget Summary is divided into eight major sections as follows:

Table of Contents

This section outlines where supporting information may be found within the budget document.

Budget Message

The County Manager’s budget message contains information that assists the Budget Committee and the public in understanding the budget. State statute requires the budget message to contain a brief description of the financial policies reflected in the budget as well as proposed major changes from the prior year’s budget.

Reader’s Guide

This section provides the reader’s with a summary of how the document has been compiled as well as the guidelines and statutes that are required to be followed. In addition, it provides the reader with an understanding of the basis of budgeting that is used within the County’s government.

Statistical & Supporting Data

This section contains the Organizational Summary of Clatsop County’s elected and appointed officials and the departments within the County; an overview of the County as well as Demographic Information; the budgets fund structure; services provided by discretionary and dedicated resources; Adopted Budget Policies; Strategic Plan/Resource Reduction Strategy; Board Vision/Goals; Clatsop County Fiscal & Debt Policy; Clatsop County Tax Payment Breakdown; Ten-Year Market Value and Tax Rate History table; General Fund Revenue from Timber Sales table; County owned vehicle and equipment list; FTE by Fund; FTE by Functional Area; and Appendix A which lists the class and rate table for County employees.

Financial Summary

This section contains summary information that includes an overview of resources and appropriations.

Operating & Non-Operating Budget

The operating section includes those functional areas that provide services directly to the community or to another part of the County organization. These functional areas cover Public Safety & Justice; Public Health; General Government; Land Use, Housing & Transportation; Culture & Recreation; and Economic Development & Capital. Summary tables are included for each organization unit. All County employees are accounted for in the operating budget. The non-operating section which is listed under General Government includes: Transfers to Other Funds; Appropriation for Contingency; Insurance Reserve; Debt Service; and the Bond & UAL Reserve Fund. Summary tables are included for each organization unit. This budget accounts for those activities that provide internal support to the entire County organization.

County Service Districts

This section includes Westport Sewer; 4-H & Extension; Rural Law Enforcement; and Road District #1. These districts are all under the authority of the Board of County Commissioners.

Inactive Budgets

This section contains organizational units that have become inactive within the past three fiscal years.

Glossary and Line Item Detail

This section contains a glossary of terms and acronyms that will provide the reader with a better understanding of the terminology used throughout the document.

BUDGET PROCESS

The County's annual budget process is guided by the State of Oregon's Local Budget Law which requires the following:

- An annual budget be adopted prior to the beginning of the fiscal year (July 1) to which it applies; and
- There must be notification of public meetings when the budget will be discussed; and
- That there is opportunity for public input; and a summary of the budget must be published in a local newspaper prior to adoption.
- After the Board of County Commissioner's adopts the budget, amendments are made through the budget adjustment process which is listed in more detail in the following pages.

Budget Calendar

Nov – Dec	Budget & Finance drafts budget calendar; begins working on Indirect Cost Allocation Plan; holds pre-budget meetings with Department Heads.
Dec – Feb	Departments prepare current year revenue and expense projections in the budget module; departments submit line item budget proposals for new FY; departments submit capital outlay requests for new FY; departments input performance and workload measure data.

Feb – Mar	Budget & Finance office along with the Budget Officer, meets with each department to review and analyze requested budgets.
April	Proposed budget documents are compiled and printed.
May	Budget Committee convenes for public meetings.
June	Board of County Commissioners holds a public hearing and considers adoption of approved budget. At the final Board meeting in June the Board adopts the new FY budget.
July	Adopted budget becomes effective.

2015-16 BUDGET CALENDAR

December:

Budget materials prepared

January:

- 5 Salary & Benefit Cost Sheets distributed to individual departments
- 28 County Board reviews and adopts Budget Policies
- 30 2015-16 Budget Manual available

February:

- 4-5 Departmental budget trainings
- 13 Current Year estimates submitted to Budget & Finance
- 13 Special Projects Fund proposals
- 27 Department budget submittals due

March:

- 9 Budget Committee convened
- 12-19 Budget & Finance review meetings with department and County Manager
- 20 Additional budget review meetings if necessary
- 27 Deadline for submission of approved budget revisions

April:

- 1 Final department requests
- 3 Final decisions by County Manager
- 20 Proposed Budget document to printers

May:

- 4 Budget distribution and Budget 101
- 12 First Budget Lay Committee meeting / Countywide budget
- 13 District Budget Committee meeting
- 21 Second Budget Lay Committee meeting / Countywide budget (if necessary)
- 26 Deadline for Budget Committee recommendations to BOCC

June:

- 10 Public Hearing by Board of Commissioners on Proposed Budget
- 24 2015-16 Budget adoption by Board of Commissioners

Budget Committee

The Budget Committee comprised of the Board of Commissioners and five lay (citizen) representatives must approve the levying of property taxes at the time the budget is approved, and the Board of Commissioners must do the same at the time of adoption. All Budget Committee meetings are open to the public and are advertised as such. Advertisements of the public hearing prior to the Board of Commissioners adoption include a summary of the budget as approved by the Budget Committee.

BUDGET BASIS

Clatsop County's financial reports are prepared following the guidelines recommended by the Government Finance Officers Association (GFOA) of the United States and Canada. The proposed budget described herein substantially conforms to Generally Accepted Accounting Principles (GAAP). The County's budget is prepared under the modified accrual basis of accounting.

Under the modified accrual basis of accounting, revenues are recorded at the time they become measurable and available, and expenditures are recognized at the time the liabilities are incurred.

For financial reporting purposes governmental fund types (general fund, special revenue funds, debt service funds, and capital project funds) are accounted for on the modified accrual basis of accounting.

The modified accrual basis of accounting is used for financial reporting of proprietary funds types (internal service funds and enterprise funds) and for the government-wide financial statements required by the County's requirements. Under the modified accrual basis of accounting, revenues are recorded at the time they are earned and expenditures are recorded at the time liabilities are incurred. The measurement focus of the proprietary funds is on the flow of economic resources. The difference between the methods used for budgetary versus financial reporting primarily affects the account for depreciation and capital outlay.

Expenditures are appropriated by organization unit for each fund. These appropriations establish the level of control for each organization unit and may not be over-expended. Most operating funds also include an appropriation for contingency. Expenditures cannot be made against this appropriation without additional Board actions (see Budget Adjustments below). All appropriations lapse at the end of each fiscal year.

Budget Adjustments

Oregon Local Budget Law sets forth procedures to be followed to amend the budget as events occur after budget adoption. The type of event determines the procedure to be followed.

The adopted budget appropriates contingencies in each fund to be used at the discretion of the governing body. In most cases, adjustments can be accommodated by transferring appropriations from fund contingencies or from the General Fund to other funds. Oregon Local Budget Law allows for the Board of Commissioners to make such adjustments at a regularly scheduled meeting. Should a transfer from contingency exceed 15% of fund appropriations, or the County

needs to increase appropriations due to additional revenue, the law provides for the following two types of supplemental budget processes:

1. If the increase is less than 10% of the fund, the Board of Commissioners may approve a resolution and order adopting the supplemental budget at a regularly scheduled meeting. Prior to the meeting, specific details of the supplemental budget must be published in a local newspaper.
2. If the increase is 10% or more of a fund, the Board must first hold a public hearing prior to approving a resolution and order. Published notice of the supplemental budget and public hearing are required.

Adopted and Modified Budget

The analysis in the Budget Summary and Budget Detail is prepared based on the proposed budgets for the upcoming fiscal year compared to the current fiscal year budget as modified for any Board approved budget adjustments through mid-March.

GASB STATEMENT 54 – FUND BALANCE REPORTING

The Government Accounting Standards Board (GASB) is the agency in charge of establishing accounting standards for governments. Effective for reporting periods after June 15, 2010 GASB Statement 54 has been implemented; this Statement deals with two main areas of: (1) Fund Balance Reporting and (2) Governmental Fund Type Definitions.

Fund Balance Reporting - What is Fund Balance?

Fund Balance reflects the net financial resources of a fund (assets minus liabilities). If some of the funds' resources are not available to spend, this would be indicated by "restricting" or "reserving" a portion of the fund balance.

Governmental Fund Balance Type Definitions:

- Non-spendable: Cannot be spent; the funds are either legally restricted or are in an unspendable form
- Restricted: The portion of fund balance on which constraints have been placed by creditors, grantors, contributors, laws or regulations of other governments, constitutional provisions, or enabling legislation.
- Committed: The portion of fund balance that can only be used for specific purposes based on constraints approved by the Board of Commissioners.
- Assigned: The portion of fund balance that is intended to be used for specific purposes but is neither restricted nor committed.
- Unassigned: Available to spend, unrestricted

Child Support

2 Mission Statement

To collect court-ordered payments for custodial parents and when appropriate, assist in adjusting child support obligations.

3 Department Overview

The child support division collects and enforces court orders using collection methods, court orders, and when necessary, criminal actions. Two child support agents manage the daily caseload and are assisted by a .06 FTE of a deputy district attorney. The division also establishes orders for support and paternity.

4 Major Accomplishments

Opened 132 new cases for calendar year 2014.
Continued to increase skills and knowledge of child support enforcement by attending trainings, as offered.
Complied with Federal Title IV-D requirements.
Continued to hold monthly SED Court for delinquent parents.
Provided support enforcement services to more than 600 families.

5

6 Budget Highlights

The Child Support budget receives a 66% federal reimbursement for expenses incurred.

1. This is the department name, fund type, and organizational unit number.
2. The mission of each department will be listed in this section.
3. This is a brief overview of the services provided by the department.
4. Departmental accomplishments for the prior fiscal year will be listed in this section.
5. Some departments will have Performance Measures listed above the Budget Highlights.
6. This section is utilized to outline any major changes to the budget from the previous year.

(see next page for items 7 - 13)

7. The Funding Sources table summarizes revenue data specific to each department.
8. Some Funds receive a transfer from General Fund. Essentially, this is the same as a General Fund subsidy.
9. Some Funds have a beginning balance. This is money not spent at the end of the prior fiscal year and it is rolled into the new fiscal year.
10. Some Funds contain an unappropriated ending fund balance. This is money that cannot be spent during the fiscal year.
11. The Expenditures table summarizes appropriation authority specific to each department.
12. Contingency funds are for emergencies or unforeseen expenses. Use of contingency funds requires approval from the Board of County Commissioners.
13. The Staffing Summary provides a look at the FTE for each department over a period of four years.

7 Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Proposed 2015-2016	\$ Change Proposed	% Change Proposed
Transfer From General 8	26,700	45,200	40,700	40,700	0	0%
Miscellaneous Revenue	0		0	0	0	0%
Transfer from Other Funds	0		330	0	(330)	- 1%
Interest On Investments	9	124	0	0	0	0%
S.A.I.F. Reimbursement	0		0	0	0	0%
Beginning Balance 9	24,368	26,711	42,400	50,200	7,800	0%
Child Support	118,540	122,222	114,160	111,040	(3,120)	- 0%
Rev. Refunds & Reim.	0		0	0	0	0%
ARRA Child Support	0		0	0	0	0%
Transfer from Bond Reserve Fun	6,600	10,900	0	0	0	0%
Annual Fee pmts	2,178	1,981	2,000	2,170	170	0%
State GF Reimburse	13,944	16,102	16,100	12,660	(3,440)	- 0%
Reimburse Child Supp Svc	23,405	11,712	24,000	20,730	(3,270)	- 0%
Total Revenue:	215,744	234,953	239,690	237,500	(2,190)	- 0%
Total Unappropriated Budget: 10	26,711	44,564	50,200	0	(50,200)	- 100%
Total Budgeted Resources:	189,033	190,388	189,490	237,500	48,010	25%

11 Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Proposed 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	101,090	104,465	109,980	115,320	5,340	4%
Personnel Benefits	61,125	52,529	45,810	47,860	2,050	4%
Material & Supplies	26,818	33,393	33,700	35,410	1,710	5%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency 12	0	0	0	38,910	38,910	0%
Total Expenditures:	189,033	190,388	189,490	237,500	48,010	25%

13 Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Proposed 2015-2016	FTE Change Proposed	% Change Proposed
Deputy DA I	0.05	0.00	0.00	0.00	0.00	0%
Deputy DA III	0.00	0.00	0.03	0.03	0.00	0%
Child Support Agent I	1.00	1.00	1.00	1.00	0.00	0%
Child Support Agent II	1.00	1.00	1.00	1.00	0.00	0%
Deputy DA II	0.05	0.06	0.03	0.03	0.00	0%
Senior Admin Supervisor	0.00	0.05	0.05	0.05	0.00	0%
Total Personnel:	2.10	2.11	2.11	2.11	0.00	0%

14 Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected	Budget
Child Support Collected	2,239,451	2,053,628	2,101,488	2,018,458		
Clatsop County Arrearages	80	78	76	77		
Overall State Arrearages Collected	59	52	52	53		

14. The Measures table provides a look at the specific workload measures for each department.

(see next page for items 15 - 20)

15. Actual expenditures from fiscal year 2012-13.

16. Actual expenditures from fiscal year 2013-14.

17. Current budget for fiscal year 2014-15.

18. These are the figures proposed by the Budget Officer to the Board of County Commissioners for fiscal year 2015-16.

19. This column reflects the monetary change between fiscal years 2014-15 and 2015-16.

20. This column reflects the percentage of change between fiscal year 2014-15 and 2015-16.

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Proposed 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services		15	16	17	18	19	20
Senior Admin Supervisor	82-1119	2,618	3,221	3,270	3,370	100	3%
Deputy District Attorney	82-1172	0		0	0	0	0%
Deputy DA I	82-1173	269		0	0	0	0%
Deputy DA II	82-1174	4,708	3,531	2,460	2,610	150	6%
Deputy DA III	82-1175	0	1,373	2,890	3,050	160	5%
Child Support Agent I	82-1855	41,814	45,724	48,210	51,810	3,600	7%
Child Support Agent II	82-1856	51,680	50,617	53,150	54,480	1,330	2%
Extra Help - A.S. III	82-1940	619	694	1,000	1,000	0	0%
Overtime	82-1945	17	13	0	0	0	0%
F.I.C.A.	82-1950	7,513	7,874	8,490	8,900	410	4%
Retirement	82-1955	14,998	14,811	15,580	16,780	1,200	7%
Retirement Bond Payment	82-1958	10,000	8,400	0	0	0	0%
Medical/Dental Ins	82-1960	26,860		0	0	0	0%
Medical Waiver	82-1963			0	0	0	0%
Medical Insurance	82-1964	0	17,311	17,610	17,890	280	1%
Dental Insurance	82-1965	0	1,380	1,400	1,390	(10)	- 0%
HSA Contribution	82-1966	0	220	220	220	0	0%
Benefits Admin Fees	82-1967	0	37	30	40	10	33%
Life Insurance	82-1970	157	163	160	160	0	0%
Salary Continuation Insur	82-1972	160	167	160	160	0	0%
S.A.I.F.	82-1975	151	154	160	160	0	0%
Unemployment	82-1980	649	1,306	1,000	1,160	160	16%
Personnel Services Totals:		162,215	156,995	155,790	163,180	7,390	4%
Materials & Services							
Banking Svcs Fee	82-2002	0	16	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(17)	0	0	0	0%
Telephones	82-2070	527	444	700	700	0	0%
Insurance	82-2200			0	610	610	100%
Office Supplies	82-2410	576	202	700	2,300	1,600	228%
Postage And Freight	82-2419	2,530	2,635	2,500	2,500	0	0%
Printing And Reproduction	82-2425	1,419	1,126	1,200	1,200	0	0%
PC Equipment	82-2455	0	3,186	0	0	0	0%
Contractual Services	82-2471	0		0	0	0	0%
Special Investigations	82-2474	60	373	700	700	0	0%
Vehicle Maintenance & Use	82-2923	0		0	0	0	0%
Education And Training	82-2928	180	488	1,200	700	(500)	- 41%
Reimbursed Travel Expense	82-2930	427	640	2,100	2,100	0	0%
Indirect Cost Allocation	82-3210	21,100	24,300	24,600	24,600	0	0%
Materials & Services Totals:		26,818	33,393	33,700	35,410	1,710	5%
Capital Outlay							
Office Equipment	82-4300	0		0			
Computer Equipment	82-4907	0		0	0	0	0%

Capital Outlay Totals:		0		0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0		0	38,910	38,910	100%
Contingencies Totals:		0		0	38,910	38,910	100%
Total Expenditures:		189,033	190,388	189,490	237,500	48,010	1.00

**Denotes Elected
Officials**



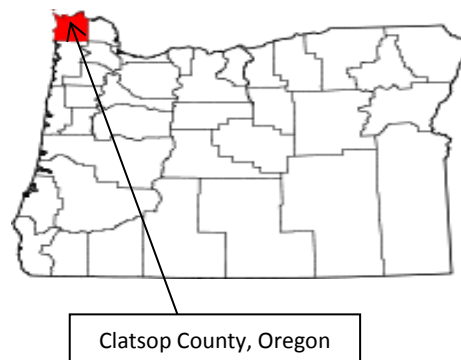
Clatsop County is located in Oregon's rugged and beautiful northwest coast. Named for the Clatsop Native Americans, Clatsop County is rich in history, scenery, and opportunity. Lewis & Clark's Corp of Discovery spent the winter of 1805-06 here before starting their journey back



east. Clatsop County was created from the northern and western portions of the original Twality District and was founded in 1844. Before 1850 most of Clatsop County's government activity occurred in Lexington, which is now known as the city of Warrenton.

However, commercial and social activities came to center on Astoria as that city grew, and by election in 1854 Astoria came to be the County seat. Astoria is Oregon's oldest city and the oldest American settlement west of the Rockies. This area was established as a fur trading post in 1811 by a party commissioned by John Jacob Astor.

The voters of Clatsop County approved a home-rule charter in 1988 that called for a Board of County Commissioners as the policy-determining body of the county, and a County Manager to oversee the daily operations of the government. The county government consists of five commissioners, each elected from one of the five geographic districts; in addition, the voters also elect a District Attorney and Sheriff.



*Data Source: city-data.com

The county provides certain services on a countywide basis and other services only to unincorporated areas of the county. Within the appropriate jurisdictions, the county provides law enforcement, criminal detention, judicial administration, parks and recreation facilities, community development, road maintenance and construction, public health services, tax assessments and collections, elections, and general administrative functions. There are approximately 65 taxing districts that use county tax dollars to perform a variety of additional functions such as rural fire departments, water, health, transportation, recreation, sewer, schools, roads, and diking districts to name a few.

Clatsop County is a major recreation center with ocean beaches, dense forests, mountains, rivers, and streams. Miles of broad beaches offer beachcombing, digging for razor clams, and quiet

walks. Several state and national parks such as Fort Clatsop, Fort Stevens, Ecola, and Oswald West, as well as many other parks and waysides provide miles of hiking and bicycle trails, wildlife viewing, ocean views, picnic sites, and overnight campgrounds. Lakes and rivers offer water-skiing, canoeing, boating, sailing, and fishing. For golfers there are four challenging courses.



Clatsop County is located in an area of 1,085 square miles which consists of 873 square miles of land and 212 square miles of water. The County is bordered on the north by the Columbia River, on the West by the Pacific Ocean, and with the verdant Oregon Coast Range to the East, which includes the Saddle Mountain State Natural Area with an elevation of 3,288 feet. The area has a coastal marine climate of moderate temperatures and frequent rains, averaging an annual precipitation of 70 inches.

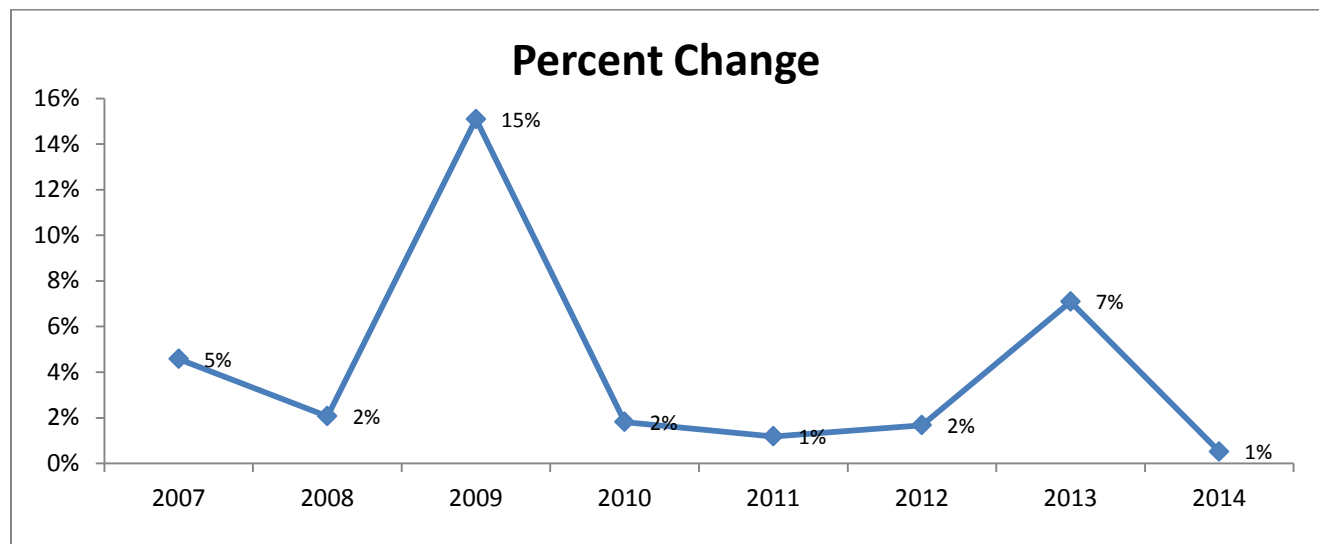
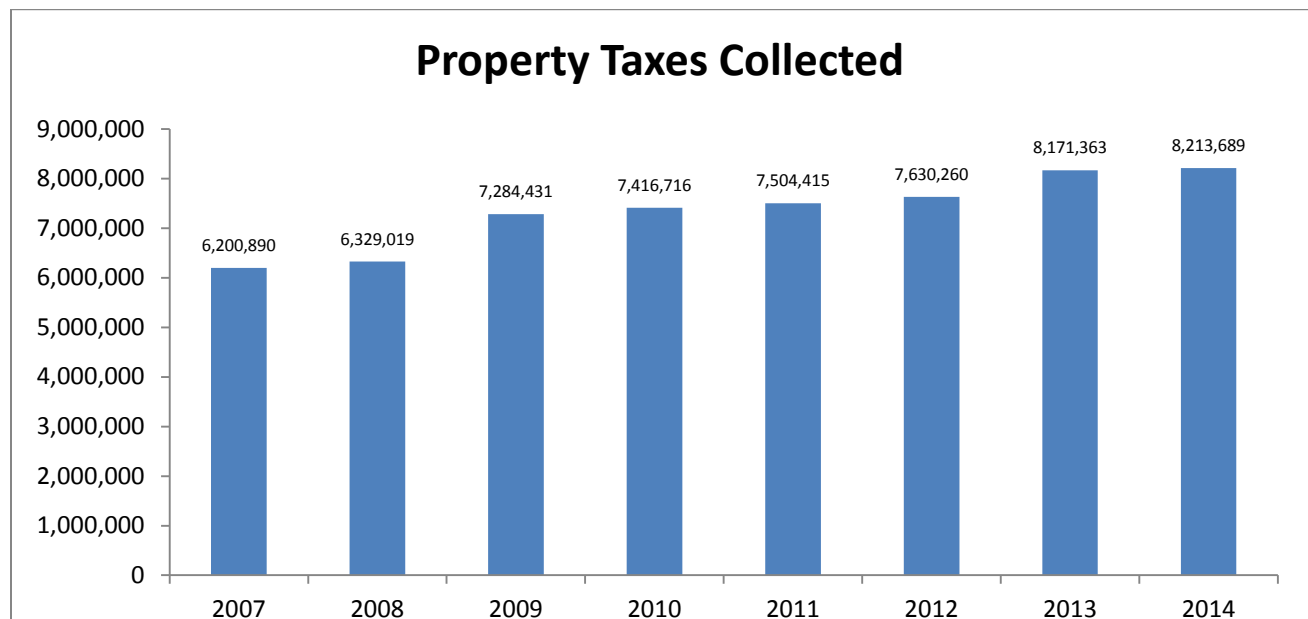
The County is home to two hospitals, five school districts, one vocational/technical school, and one community college that host a cooperative bachelor's degree programs with colleges and universities including: Linfield College, Oregon State University, Western Oregon University and others.

The Port of Astoria is located at Columbia River Mile 13 from the open sea. The Port's facilities are the first on the Columbia River and include three piers with five deep water ship berths and a barge ramp.



PROPERTY TAXES

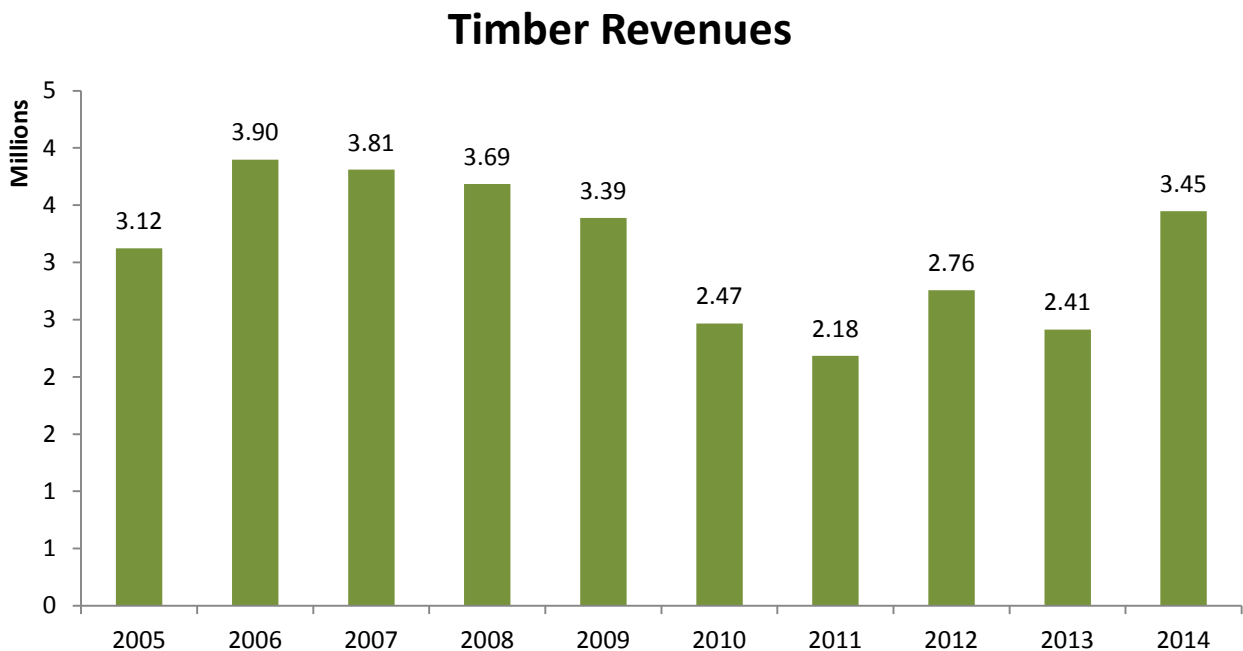
Property taxes are a major revenue source for Clatsop County and due to the passing of Measures 47 (1996) & 50 (1997), in Clatsop County like all Oregon counties, property values are limited to a maximum 3% per year increase, unless it is new construction. Revenue growth in excess of the 3%, as shown in 2009, is due to a disqualification of enterprise zone for the Georgia Pacific – Wauna Mill. The excess in 2013 is due to an increase of collections in past due property taxes that were paid by mortgage companies to avoid having the properties go into tax foreclosure status.



TIMBER REVENUE

In addition to property taxes, the other major revenue source for the County is revenues from timber sales that occur in the State Forest Trust Lands. These revenues fluctuate greatly and are heavily influenced by economic factors. To help offset the volatility of timber revenues the Clatsop County Board has adopted a policy that the General Fund is to retain no more than the lowest year of actual timber receipts over the last fifteen (15) years. All other timber monies received are to be transferred to the Capital Projects Fund in the Special Projects program organizational unit. These transferred monies are to be used to fund General Fund capital projects and other one-time expenditures.

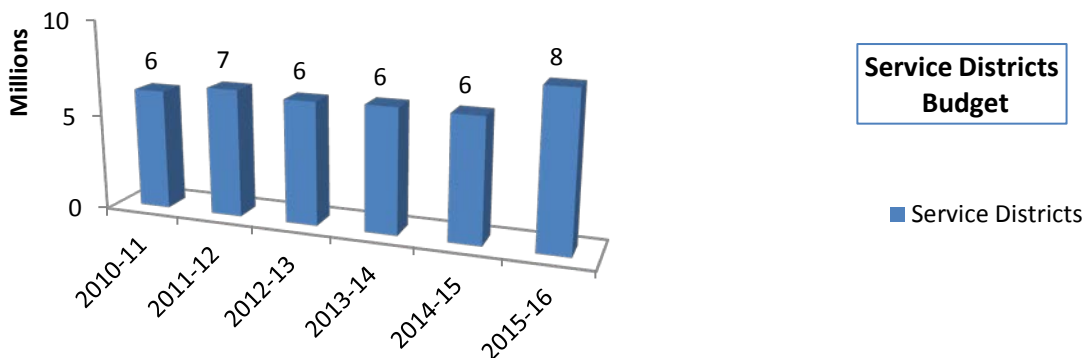
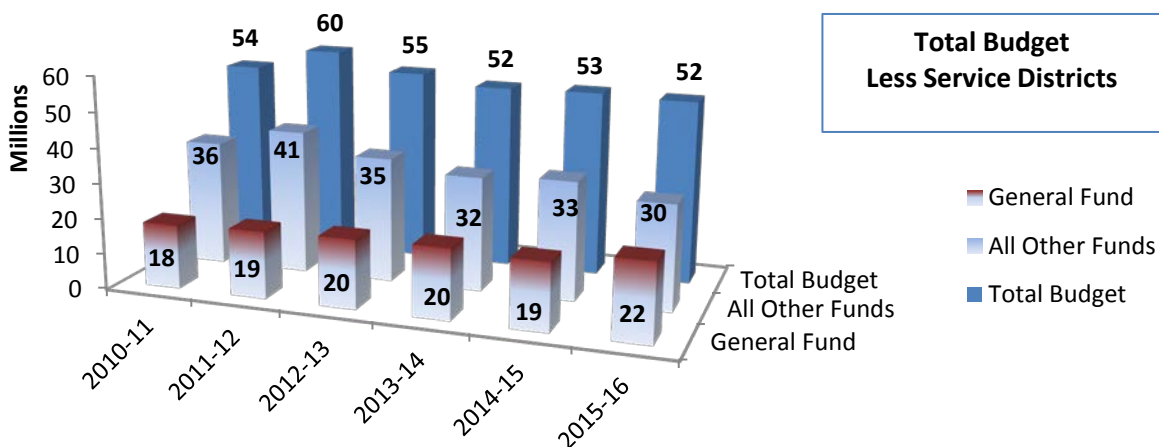
In addition, within Special Projects there is a General Fund Resource Stabilization line item which is to be used to set aside timber revenue resources to provide a long-term resource for General Fund operations in the event that timber revenues received are insufficient in the future.



BUDGET HISTORY

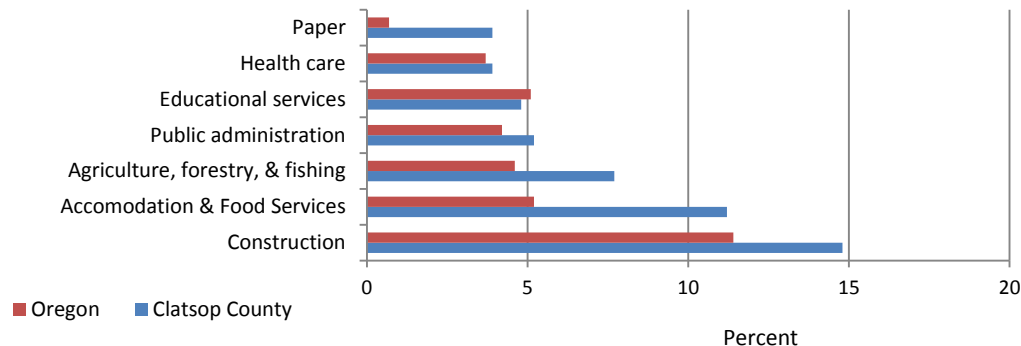
Clatsop County's budget history over the past six years, for both the General Fund and the Total County, are shown in the accompanying table below. As can be seen in the chart, the General Fund has remained relatively flat over the past several years with budget reductions being made in certain areas in order to maintain a fiscally conservative budget despite cost of living increases in personnel and materials and services costs. Within the Total County budget, upward trends reflect major construction projects such as: construction of an Emergency Operation Center, major road construction for a new county road, a large loan payment made toward county debt, and most recently in the 2014-15 FY the remodel of the Sheriff's Office building.

In accordance with the County Budget Policies, the Budget Committee and staff have worked diligently to find a balance wherever possible between cost efficiency and being able to provide quality public service in accordance with the Clatsop County mission which is: Neighbor to neighbor, serving Clatsop County with integrity, honesty, and respect.



EMPLOYMENT

The primary industries for Clatsop County are construction, forestry, fisheries, and tourism/recreation. The area is one of the principal marine fisheries regions of Oregon; however, like other northwest coastal resource-based communities, Clatsop County is working to diversify its economy to offset the loss of family-wage jobs in the timber and fishing industries.

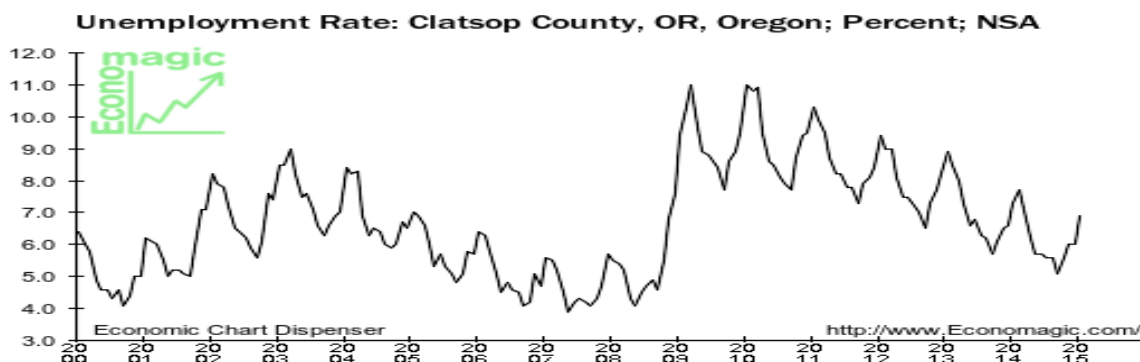


*Data Source: city-data.com

Some of today's major employers in Clatsop County include:

- US Coast Guard
- Georgia Pacific-Wauna Mill
- Warrenton Fiber Company
- Columbia Memorial Hospital
- Providence Seaside Hospital
- Astoria School District
- Seaside School District
- Clatsop County government
- State of Oregon
- Tongue Point Job Corp

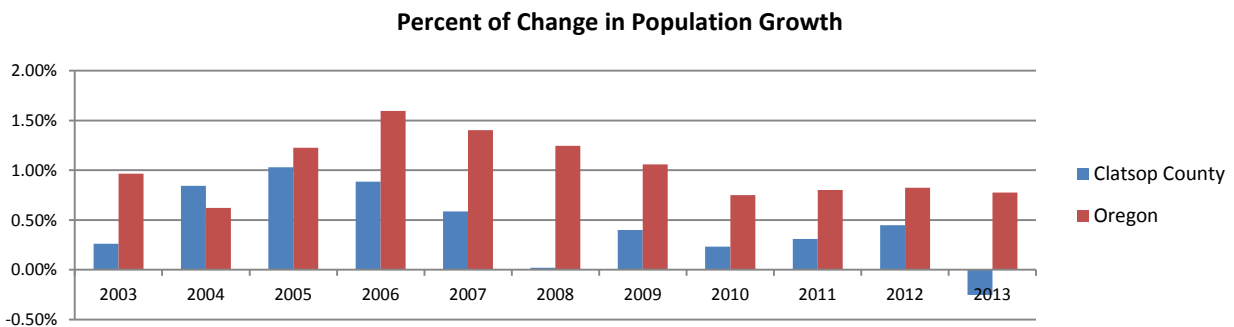
Recent unemployment statistics show Clatsop County's unemployment rate at 6.9%. As shown in the chart below, Clatsop County, much like the rest of the state and nation, saw lower unemployment rates up until the recession beginning in 2008 at which point rates grew to 11%.



*Data Source: US Census Bureau

POPULATION

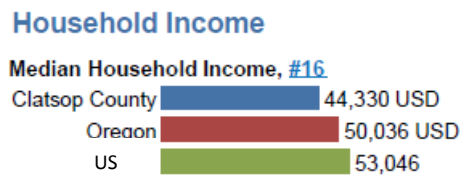
According to the most recent census, Clatsop County is home to a population of approximately 37,300, with approximately 61% living in urban areas and 39% living in rural areas. County population increased just 3.95% since 2000. As shown in the following graph, the population growth of the county is similar to the rest of the state of Oregon seeing growth in the years leading up to the recession, followed by a declining population which coincides with increases in unemployment statistics.



*Data Source: US Census Bureau

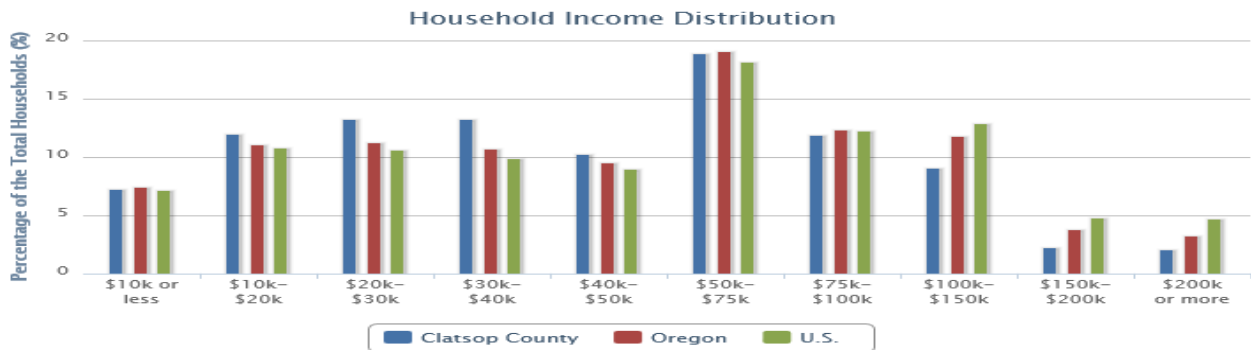
HOUSEHOLD INCOME

The County's median household income is \$44,330, which is roughly \$5,700 less than the median income for the state of Oregon, and \$8,700 less than the U.S. average.



*Data Source: US Census Bureau

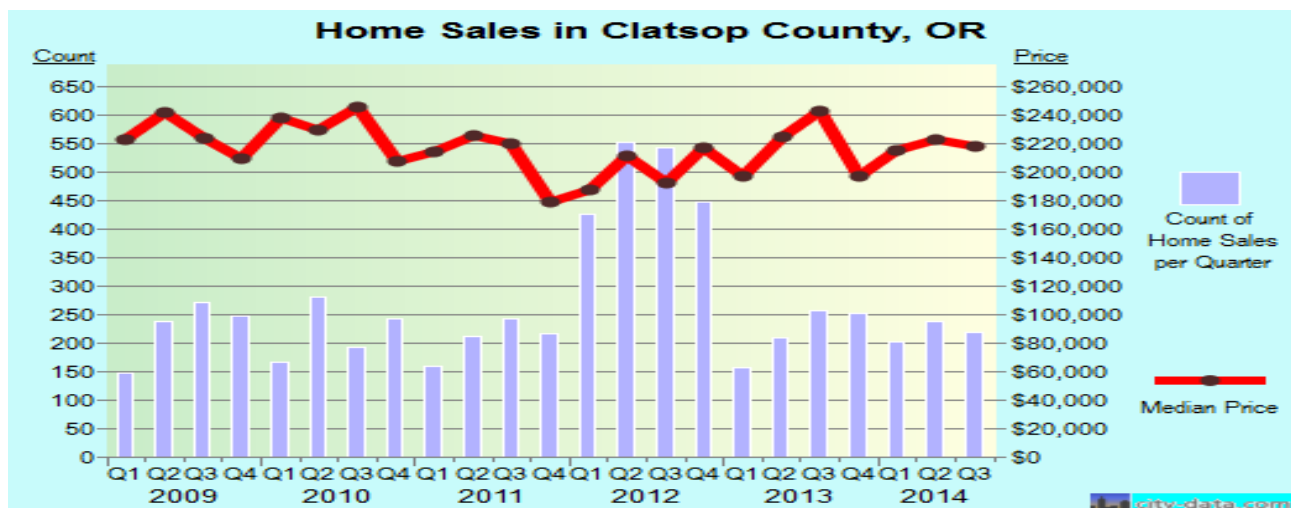
The median household income, as demonstrated in the following chart, is broken out by the following income distributions: within the county 19% earn a household income between fifty and seventy-five thousand and 25% earn an income over seventy-five thousand, while approximately 56% earn a household income of less than fifty thousand. This distribution results in the median household income of \$44,330.



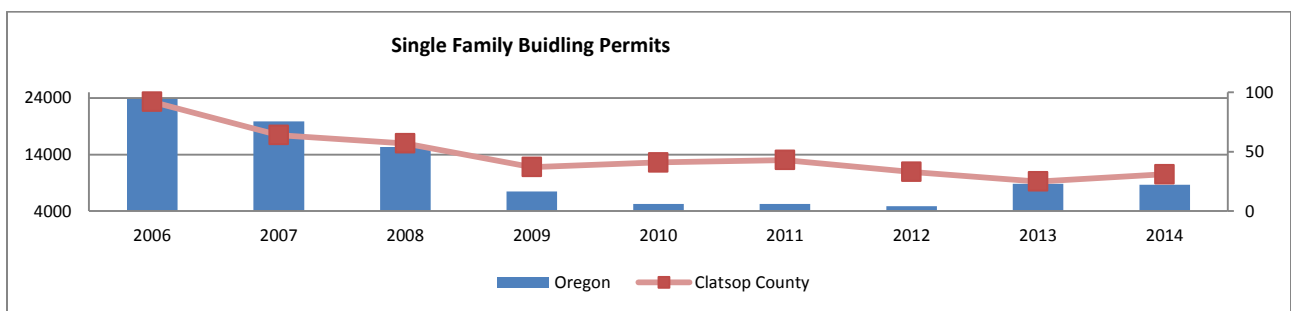
*Data Source: US Census Bureau

HOUSING AND REAL ESTATE

Clatsop County, like the rest of the state and nation, continues to see a decline in home sales as well as single family residential building activity.



As can be seen in the chart below, like the rest of the state, Clatsop County saw a significant decline in the application of single family building permits beginning in 2007.



*Note the axis on the right for Clatsop County permits is listed in 100's and the axis on the left for the state of Oregon is listed in the 1,000's.

BUDGET FUND STRUCTURE

Major Fund Descriptions:

General Fund - General Fund accounts for all financial resources of the general government, except those required to be accounted for in another fund. The General Fund generates the majority of its revenue from taxes, state and local – shared revenues and charges for services.

Special Revenue Funds - A governmental fund type used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

Debt Service Funds – A governmental fund type established to account and report financial resources that are restricted, committed, or assigned to the expenditure for principal and interest.

Capital Projects Fund – A governmental fund type used to account and report for financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

Non-Major Fund Description:

Enterprise Funds – A proprietary fund type used to report an activity for which a fee is charged to external used for goods or services.

CLATSOP COUNTY BUDGETED FUNDS

Governmental Funds:

- General Fund (Major Fund)
- General Roads (Major Fund)
- Industrial Revolving Fund (Major Fund)
- Special Revenue Fund
 - County Clerk Records
 - Animal Shelter Enhancement
 - Emergency Communication
 - Rural Law Enforcement
 - Child Support
 - Juvenile Detention Center
 - Juvenile Crime Prevention
 - Parole & Probation
 - Marine Patrol
 - Child Custody Mediation
 - Courthouse Security
 - State Timber Enforcement
 - Building Codes
 - Land Corner Preservation
 - Bike Paths
 - Road District #1

Governmental Funds Continued...

- Fair General Operation
- Clatsop County Fisheries
- Liquor Enforcement
- Video Lottery
- Public Health
- Mental Health
- Law Library
- 4-H & Extension
- Debt Service Fund
- Capital Projects Fund
 - Special Projects
 - General Roads Equipment Replacement
 - Fleet Replacement
 - Park & Land Acquisition

Enterprise Funds

- Jail Commissary
- Westport Sewer Operating
- Westport Sewer Replacement

Trust & Agency Funds (Non-Budgeted Funds)

- Other Taxing Districts
- Departmental Trusts

DESCRIPTION OF FUNDS SUBJECT TO APPROPRIATION

General Fund - The primary operating fund of the County. This fund is used to account for all financial transactions and resources except those required to be accounted for in another fund. Revenues are derived primarily from property taxes, state and local – shared revenues, and charges for services. The organizational units included in the General Fund are:

- | | |
|---------------------------------|----------------------------------|
| • Board of County Commissioner | • Surveyor |
| • Board of Property Tax Appeals | • District Attorney |
| • County Tourism | • Medical Examiner |
| • County Manager | • Sheriff Support Division |
| • Human Resources | • Sheriff Criminal Division |
| • Assessment & Taxation | • Corrections |
| • Property Management | • Jail Nurse |
| • County Counsel | • Juvenile Department |
| • Clerk – Admin. & Elections | • Work Crew |
| • Clerk – Records | • Planning Department |
| • Budget & Finance | • Emergency Management |
| • Information Systems | • Animal Control |
| • Building & Grounds | • Transfers to Others |
| • Parks | • Appropriations for Contingency |
| • Dues & Special Assessments | |

Special Revenues Fund- A governmental fund type used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specified purposes other than debt service or capital projects.

- | | |
|------------------------------|-----------------------------|
| • General Roads | ○ WIC |
| ○ Road Admin & Support | ○ Family Planning |
| ○ Road Maint. & Construction | ○ Household Hazardous Waste |
| ○ Contingency | ○ Emergency Preparedness |
| • County Clerk Records | ○ Onsite Sewage Systems |
| • Public Health | ○ Environmental Health |
| ○ Community Health | ○ Contingency |
| ○ Tobacco Prevention | • Child Support |
| ○ Immunization Action Plan | • Juvenile Crime Prevention |
| ○ Maternal & Child Health | • Parole & Probation |
| ○ Babies First | • Marine Patrol |

- Mental Health
 - Developmental Disabilities
 - Mental Health
 - Drug & Alcohol Prevention
- Building Codes
- Clatsop County Fisheries
- Capital Projects
- Equipment Replacement
- Insurance Reserve
- Surveyor – Land Corner
- Fair General Operation
- Child Custody Mediation
- Video Lottery
- Courthouse Security
- Liquor Enforcement
- Bike Path
- Law Library
- Animal Shelter Enhancement
- Parks & Land Acquisition
- State Timber Enforcement
- Industrial Revolving
- Debt Service
- Bond Reserve

Enterprise Funds - A proprietary fund type used to report an activity for which a fee is charged to external used for goods or services.

- Jail Commissary
- Westport Sewer Operating
- Westport Sewer Replacement

Special Services District Fund – Accounts for the financial operations of the Special Service Districts which are governed by the Board of County Commissioners. The District adopts its own budget and the Board of Commissioners set the tax levy rate.

- 4-H & Extension District
- Road District #1 District
- Rural Law Enforcement District
- Westport Sewer District

FUNDS BY FUNCTIONAL UNIT

PUBLIC SAFETY & JUSTICE

General Fund -

- Animal Control
- District Attorney
- Emergency Management
- Medical Examiner
- Sheriff Support Division
- Sheriff Criminal Division
- Corrections
- Jail Nurse
- Juvenile Department

- Work Crew

Special Revenue Fund –

- Child Support
- Juvenile Detention Center
- Juvenile Crime Prevention
- Parole & Probation
- Marine Patrol
- Jail Commissary
- Child Custody Mediation
- Courthouse Security

- Law Library
- Liquor Enforcement

- Animal Shelter Enhancement

PUBLIC HEALTH

Special Revenue Fund –

- Community Health
- Tobacco Prevention
- Immunization Action Plan
- Maternal & Child Health
- Babies First
- WIC
- Family Planning

- Household Hazardous Waste
- Emergency Preparedness
- Onsite Sewage Systems
- Environmental Health
- Contingency

GENERAL GOVERNMENT

General Fund-

- Board of Commissioners
- Board of Property Tax Appeal
- Assessment & Taxation
- Property Management
- Clerk – Admin. & Elections
- Clerk - Records
- County Manager
- Human Resources

- Information Systems
- Buildings & Grounds
- Dues & Special Assessments
- Transfers to Other Funds
- County Counsel
- Budget & Finance

Special Revenue Fund –

- County Clerk Records
- Debt Service Fund
- Carlyle Apartments

- Bond & UAL Reserve Fund
- Insurance Reserve

LAND USE, TRANSPORTATION & HOUSING

General Fund –

- Surveyor
- Planning

Special Revenue Fund-

- General Roads
- Public Land Corner
- Bike Paths
- Building Codes

CULTURE & RECREATION

General Fund-

- Parks

Special Revenue Fund –

- Fair General Operation
- Parks & Land Acquisition

ECONOMIC DEVELOPMENT & CAPITAL PROJECTS

General Fund-

- County Tourism

Special Revenue Fund –

- Video Lottery
- Industrial Revolving
- Clatsop County Fisheries
- Special Projects
- Equipment Replacement

SPECIAL DISTRICTS

Special Revenue Fund –

- 4-H & Extension District
- Road District #1
- Rural Law Enforcement District
- Westport Sewer District

SERVICES APPROPRIATELY FUNDED BY DISCRETIONARY RESOURCES

Public Safety & Justice

District Attorney (Criminal Prosecution, Medical Examiner)

Emergency Management

Juvenile Department (Juvenile Counseling)

Sheriff (Corrections, Criminal and Support division, Jail Nurse, Animal Control)

Public Health

Community Health

Family Planning

Maternal & Child Health

WIC Program

Land Use & Transportation

Community Development (Local Planning & Development Review)

Public Works (Surveyor)

Culture & Recreation

County Parks Maintenance

General Government

Assessment & Taxation

Board of Commissioners

Budget & Finance

Building & Grounds

County Manager (Human Resources, Information Systems)

County Counsel

Clerk & Elections

Capital Projects

Fleet Replacement

Special Projects

SERVICES APPROPRIATELY FUNDED BY DEDICATED RESOURCES

Public Safety & Justice

Courthouse Security

District Attorney (Child Support Enforcement)

Juvenile Crime Prevention

Law Library

Sheriff (Marine Patrol, Jail Commissary, Parole & Probation, Animal Shelter Enhancement)

Public Health

Health Department (all)

Mental Health

Drug & Alcohol Prevention

Land Use & Transportation

Community Development (Regional Planning, Building Codes)

Public Works (General Roads, Public Land Corner, Bike Paths)

Culture & Recreation

County Fair

Parks & Land Acquisition

Economic Development

Clatsop County Fisheries

County Tourism

Industrial Development Revolving

Video Lottery

**CLATSOP COUNTY
IMPLEMENTING DIRECTIONS
ADOPTED
2015-16 COUNTY BUDGET POLICIES**

I. Clatsop County Budget Process:

The budget process and resulting budget document reflect the County's priorities for the coming fiscal year as established by the Board of County Commissioners. The budget document, in its entirety, serves the citizenry as a Policy Document, Operations Guide, Financial Plan, and Communication Device.

The County will adopt a balanced budget for all funds. A balance budget is defined as a budget where planned expenditures do not exceed the amount of resources available in accordance with state law.

II. Budgets Supported by the General Fund:

- A. General Fund Emphasis: The highest priority shall be to conserve General Fund discretionary resources to fund priority programs. The goal shall be to prepare a budget that maintains existing higher priority programs supported by the General Fund while at the same time seeking savings wherever possible.
- B. Cost Efficiency: Staff will prepare fiscally conservative budgets and will seek savings wherever a balance between cost efficiency and the quality of public service can be achieved.
- C. Base Budget Calculation: General Fund Departments will be provided a base budget amount and are required to submit budget proposals that are not more than the base amount. The base allocation is calculated using departments adopted 2014-15 budgets and includes any known adjustments, either increases or decreases, in expenses for the coming budget cycle.
 - 1 Staffing Levels: The base budget includes a "status quo" position type and FTE (Full-Time Equivalent) count. Any requested changes for the coming year will need to fit within their base budget amount and be authorized by the Board.
 - 2 Materials & Supplies: The base budget does not include an increase for materials and supplies above the current 2014-15 budgeted levels.
 - 3 Personnel and Work Program Justification: Personnel or program expenditure changes that departments cannot fit within their base budget allocation must be submitted along with their budget submittal using the provided Personnel and Work Program Justification form (budget form 2). Each request will be evaluated by the Budget and Finance Department and the County Manager for inclusion in the 2015-16 budget submittal to the Board.

- D. Revenue Estimates: Departments should budget for revenues based on the best information available during the budget process. If additional information becomes available during the budget process, it should be provided to Budget and Finance on a timely basis. Accuracy in revenue/expenditure estimates is critical. New revenues should be estimated based on available information the first year. Subsequent annual estimates should also take into consideration actual receipts from the previous year.
- E. Pursuit of New Departmental Revenues: Departments shall pursue revenue sources to the fullest extent possible for all services using activity-based costing to determine all cost drivers, both direct and indirect, for fee setting purposes. Any new revenue sources should be used to offset the cost of existing staff and programs, rather than funding new staff or programs. Fee schedules will be reviewed annually to ensure costs are recovered.
- F. Expenditure Reductions: In the event that reductions in revenues require expenditure reductions from the base budget level the County Manager will be guided by the Board's adopted Resource Reduction Strategy.
- G. New Discretionary Programs: New discretionary programs should be included in the department's budget submittal using the Personnel and Work Program Justification form (see C3 above). The impact of new or expanded programs on overhead services (information system services, financial services, building/grounds maintenance, human resource services, budget services, etc.) shall be evaluated to determine if overhead services need to be increased due to the addition of new programs. The costs of increases in overhead services attributed to additional programs shall be included in the analysis of the total cost of new programs. Should outside funding for a program expire, the program may be terminated by the Board of Commissioners.
- H. Full Cost Recovery: County staff shall make every effort to assign costs in the department where they occur through the use of interdepartmental/interfund charges and indirect cost percentage assignments. The intent is to clearly define the actual cost of each direct service the County provides internally or externally. The first priority is the recovery of overhead costs from all funds and grant programs and from County Service Districts, through the use of the County's Indirect Cost Allocation Plan.
- I. Unexpected Budget Savings During the Year: Should a General Fund supported department experience savings during the year (due to position vacancies, etc.) to the extent possible that savings should not be spent and instead used to augment fund balance.

III. Non-General Fund Budgets:

- A. General Fund Contributions: For activities or programs funded primarily from non-General Fund sources, Departments are to prepare budgets holding any General Fund contribution to no more than the amount provided in the current (2014-15) fiscal year, subject to the availability of funds. Whenever possible, reductions in General Fund contributions should be identified.
- B. Revenue Reductions: Non-General Fund departments experiencing reductions in State-shared or federal revenues or other earned revenues should not include a General Fund contribution offsetting the reduction (for further information, see the Resource Reduction Strategy).
- C. Revenue Estimates: Departments should budget for revenues based on the best information available during the budget process. If additional information becomes available during the budget process, it should be provided to Budget and Finance on a timely basis. Accuracy in revenue/expenditure estimates is critical. New revenues should be estimated based on available information the first year. Subsequent annual estimates should also take into consideration actual receipts from the previous year.
- D. Overhead Cost Allocation Charges: All non-General Fund departments should budget the amount allocated to that department in the County's Indirect Cost Allocation Plan.
- E. Cost Efficiency: As with the General Fund, staff responsible for non-General Fund budgets will prepare fiscally conservative budgets and will seek savings wherever a balance between cost efficiency and the quality of public service can be achieved.
- F. General Fund Transfer Savings: Budget and Finance will monitor and work with departments on the necessity of making all or some of the budgeted General Fund transfers to non-General Fund departments.

IV. Reserves and Contingencies:

- A. Funding of Contingencies: At least 10% of the General Fund's appropriation, but not less than \$1.5 million, shall be placed into the operating contingency with the expectation that most will not be spent and will become part of the 2016-2017 beginning fund balance. The General Fund operating contingency for 2015-16 shall be increased if carryover resources are available in accordance with recommendations provided in the County's long-term financial plan.
- B. Use of Contingency: In all funds, no expenditure can be made using budgeted contingency prior to approval from the Board of County Commissioners. With the approval, the expenditure authority budgeted as contingency will be reduced and the appropriate expense account(s) will be increased by the same amount. Any request for use of contingency must address the following considerations:

1. Need: reason the expenditure is necessary in the current fiscal year.
 2. Planning: reason this expenditure could not have been anticipated during the budget process.
 3. Alternatives: besides contingency, how can the organization realistically fund this request and what are the impacts.
- C. Special Projects Fund: Retain no more than the lowest year of actual timber receipts over the last fifteen (15) years in the General Fund, not to exceed the amount required to support the current level of General Fund services. Transfer all other timber monies to the Special Projects Fund, where it will be used to fund General Fund capital projects and other one-time expenditures. Ongoing operating expenditures will not be funded using the Special Projects Fund.
- D. General Fund Resource Stabilization Account: Maintain a line item in the Special Projects Fund to set aside timber revenue resources to provide a long term resource for General Fund operations in the event timber revenues received are insufficient in the future. The General Fund Stabilization Account will be used to meet General Fund financial commitments in any year when the County's timber revenue projection is less than the total amount of current year commitments including the amount provided to the General Fund for operations as set forth in Section IV C., above and any debt payment obligations. In order to be fiscally responsible as well as fiscally responsive to potential decreases in timber sales, the County's target for the General Fund Stabilization account with carryover fund balance resources is \$2 million.

V. Matching Funds:

- A. County Share: If State funding is reduced, there should be no increased County share for programs funded primarily from non-General Fund sources. The exceptions would be for high priority programs or mandated increases in the County share. Staff shall consider the effect of reducing the existing General Fund match to the lowest allowed by State/Federal mandates.
- B. In-kind Contribution: In-kind resources already allocated by the county will be used first as matching funds for grant purposes. Hard dollar match resources will be used last.

VI. Lobbying and Grant Applications:

- A. Approval to Pursue: County Manager's Office approval is necessary before appointed County representatives and employees pursue lobbying efforts on matters having budget implications, and before grant applications are submitted to the granting agency. Elected department heads should advise the Manager's Office before official positions are taken on matters that might have budget implications.
- B. General Fund Matching Funds: General Fund match or share of the cost of a grant project may not be included in grant applications without the prior review and approval of the County Manager or designee.

VII. New Positions and Programs:

- A. Considerations of New Positions and Programs: Consider new positions and programs only if the cost of the position or program is offset by non-General Fund sources legally tied to the new position, or if the cost of the position is offset by new external revenues, and the position is required to generate those revenues, or is pursuant to item II.G., above. Cost estimates for new positions will include office facility space, equipment, rent, utilities, supplies, related increases in overhead services (as identified in II.H. above), etc.

VIII. Mid-Year Budget Reductions:

- A. Revised Revenue or Expense Estimates: If additional information concerning revenue reductions or significant expense increases becomes available after the start of the 2015-16 fiscal year, it may be necessary to make budget adjustments. These adjustments will be made in accordance with the Board's adopted Resource Reduction Strategy.

IX. Mid-Year Requests, General Fund Contingency:

- A. Non-Emergency Requests: In those cases where a department is required to absorb an unanticipated cost beyond its control of a non-emergency nature, departmental resources must first be exhausted prior to a transfer from General Fund contingencies. Upon conducting a final financial review of departmental budgets towards the end of the year, a transfer from contingency may be made to cover unanticipated costs that could not be absorbed through the year.
- B. Emergency Requests: Emergency requests during the fiscal year will be submitted to the Budget and Finance Department for recommendation and forwarded to the County Manager and Board of Commissioners for consideration.

X. Employee Salary Adjustments:

- A. Cost of Living Adjustment: Budgeted personnel services expenditures will include an amount to account for a cost of living adjustment for all employees. The amount budgeted for this purpose will take into account the most recent consumer price index information available at the time the budget is prepared, existing collective bargaining agreements, and other relevant information.
- B. Step Adjustments: Budgeted personnel services expenditures will include an amount to account for annual step adjustments for all employees who are not currently at the top of their range. Annual employee step adjustments will not exceed 5%.

XI. Budget Controls:

- A. Legal Compliance: The County Budget Officer or designee will continue to review and control departmental budgets to ensure legal compliance with all applicable rules and regulations.

XII. Contribution(s) to Outside Agencies:

- A. The Board, to the extent resources are available, may allocate up to \$30,000 in General Fund resources for contributions to outside agencies or organizations.

XIII. Discretionary Resources:

- A. Maximize Board's Discretion: Wherever legally possible, revenues are to be treated as discretionary resources, rather than as dedicated to a particular program or service. The goal is to give the Board as much flexibility as possible in allocating resources to local priorities.
- B. Room Tax Revenues: 7% of the 9.5% room tax monies are not legally dedicated to fund particular programs or services. The additional 2.5% is to be distributed as directed by HB 2267 which allows 70% of the new revenue to be used to fund tourism promotion or tourism-related facilities. The remaining 30% of the increase can be used in a discretionary manner and under the Board's direction is intended to be used to fund storm water drainage and improvements to public roads primarily in Arch Cape.
- C. Video Lottery Revenues: Video Lottery monies must be used to further economic development, as defined by the Board. The Board recognizes that a wide variety of County programs and services further economic development, by helping to create a climate that makes economic development possible. The first priority for use of video lottery monies will be those existing or new high priority County programs, services, or projects that the Board finds are supporting economic development in the County.
- D. Parks Land and Acquisition Maintenance Fund: Spending priorities for the Parks Land and Acquisition Maintenance Fund are as follows:
 - 1. Matching funds for grants for new or existing Parks facilities that generate revenue;
 - 2. Urgently needed maintenance of existing parks facilities; and
 - 3. Recognition that a portion of the fund be used to support parks operating expenses.

When the Parks operation begins to generate revenue beyond the amount needed to cover actual operational costs without General Fund support, the excess amount will be returned to the Parks Land and Acquisition Fund to support parks acquisition and/or major improvements.

- E. Use of Dedicated Funding Sources: Whenever legally possible, transfer funding responsibility for existing programs or activities to appropriate dedicated funding sources, freeing up scarce discretionary resources to fund Board priorities.

XIV. Unappropriated Ending Fund Balances:

- A. Limit Unappropriated Ending Fund Balances: To provide the most budget flexibility during the year, limit the use of unappropriated ending fund balances to circumstances where they are required by law. Rather than use unappropriated fund balances, the goal should be to place any monies not needed for current expenditures in the relevant funds' operating contingencies.

XV. Performance Based Budgeting:

- A. Performance Measures: In accordance with the county's long-term financial plan, service performance measures are included as part of our budget materials for all organizational unit budgets where program measures can be identified.

CLATSOP COUNTY STRATEGIC PLAN/RESOURCE REDUCTION STRATEGY

STRATEGIC PLAN

Guiding Policies & Principles

1. Recognizing its financial limits, the County will make a distinction between two different types of services: those that are funded primarily from County discretionary resources; and those that are funded primarily from dedicated resources:

- * County discretionary resources fund traditional county services that have historically been funded by discretionary resources, and are not services that generate significant revenues from fees or other sources. The County will fund these programs primarily from discretionary resources.
- * Dedicated resources (e.g., fees, grants, state-shared revenues) are traditional county services that have historically been funded primarily with discretionary resources, or if they are traditional county services and may generate significant revenues from fees or other sources. Frequently, these services will be state or federal programs that the County administers locally, such as Community Corrections. The County will fund these programs primarily from dedicated resources. Exceptions may be made, on a case-by-case basis, only by the Board of County Commissioners. One criterion will be whether the County would incur more significant discretionary costs in another part of the system by failure to provide discretionary support to a county-wide service funded by dedicated resources.

2. The County's priority services funded by discretionary resources are listed below:

<u>Priority</u>	<u>Functional Area</u>
1	Public Safety and Justice
2	Public Health
3	General Government Direct Services
4	Community Development, Land Use, Transportation & Housing
5	Culture and Recreation

As additional discretionary resources become available, the County will consider the priority of functional areas as part of the decision making process in determining which programs will receive additional and/or new funding.

The County's overhead programs will not be prioritized, but will be sized to the need and size of the overall organization.

3. Generally, wherever possible, the County's goal is to make fee-supported programs self-sufficient. This includes recovering those programs' appropriate share of the County's

overhead costs.

4. Where legally possible, the County will consider using dedicated resources to fund high priority programs related to the purpose for which the dedicated funds are received.

RESOURCE REDUCTION STRATEGY

General Policies and Principles

1. When faced with a potential reduction in resources, the County's goal is to continue to provide high priority services in a professional, effective and efficient manner. Consequently, to the extent possible, across-the-board reductions in expenditures will be avoided. Reductions will be made on a case-by-case basis, focusing on each individual program or service.
2. Expenditure reductions will attempt to preserve the higher priority functional areas as much as possible however; all functional areas may have to share in the overall need for reductions. Wherever possible, it will also be the County's goal to reduce the quantity of a service being provided, rather than the quality of service (e.g., limit the number of recipients of a service, rather than the quality of service provided to the remaining recipients).
3. For purposes of the 2014/2015 fiscal year budget, the County will not consider seeking voter approval for a new or increased broad-based discretionary revenue source (such as a new property tax base, sales tax or real estate tax) to offset any reduction in revenues.
4. Recognizing that it does not necessarily make sense to fund current operations at the expense of long-term capital or planning programs, every effort will be made to continue capital and planning programs geared to the County's long term needs.

Resource Reduction Priorities

If, as a result of loss of a significant amount of discretionary resources, expenditure reductions become necessary, those reductions will be made roughly in the following order:

- 1) First, County contributions to outside organizations will be reduced or eliminated. If this proves insufficient, then
- 2) Moderate reductions in discretionary support will be made on a case-by-case basis. These reductions will focus first on programs funded by dedicated resources and then low priority services funded by discretionary resources. Reductions made at this point will generally not have a significant impact on service levels. If this proves insufficient, then
- 3) Any discretionary funding for County-wide services that are funded by dedicated resources will be reduced or eliminated. This may apply to programs or activities expanded or started with discretionary resources within the last few years.

Exceptions may be made on a case-by-case basis, by the Board of County Commissioners. One criterion will be whether the County would incur more significant costs in another part of the system by failure to provide discretionary support to a county-wide service funded by dedicated resources. If necessary, where legally possible the County will consider turning these programs over to the state. If this proves insufficient, then

- 4) Discretionary funding for programs funded by discretionary resources will be reduced or eliminated. To the extent possible, funding reductions will attempt to preserve the higher priority functional areas as much as possible however, all functional areas may have to share in the overall need for reductions. If necessary, the County will consider turning programs over to the state where legally possible. County service area priorities are:

<u>Priority</u>	<u>Functional Area</u>
1	Public Safety and Justice
2	Public Health
3	General Government Direct Services
4	Community Development, Land Use, Transportation & Housing
5	Culture and Recreation

General Government-overhead will be sized to the needs and size of the rest of the organization. If this proves insufficient, then

- 5) A reduced County workweek will be proposed to achieve salary savings.

If, due to a loss of state-shared revenue, significant expenditure reductions become necessary in programs that are primarily the state's responsibility, then the County will consider returning responsibility to the state for operating those programs.



OVERARCHING VISION

IN 2030, we celebrate Clatsop County's unique regional and maritime setting and its distinct communities, finding common ground in our shared values and local identities. We protect and enhance our scenic beauty and natural resources as the foundation of our prosperity and outstanding quality of life. We create good jobs and economic opportunity through carefully planned, equitable growth where the benefits remain in our community. Our strong, well-funded schools, expanded higher education system, and a well-educated, diversified workforce guarantee our success by anticipating future local needs. We plan wisely for our local communities, concentrating development in existing urban areas, while preserving our ocean, shorelines, wetlands, forests, rivers and scenic corridors. We rejoice in sharing our local culture and history, including art, music, theatre, dance, and festivals. We assure access to excellent health care, public safety and recreation for all our residents, and are prepared for any emergency that may come our way. **TOGETHER**, we ensure that Clatsop County will remain our shared home – a special place where future generations grow together as we live, work, recreate, contribute and thrive.



CORE COMMUNITY VALUES

Natural Setting. We value our natural beauty, limited natural resources, forests, rivers, wildlife, open spaces, fertile land, and clean air and water.

History, Arts and Culture. We value our unique location, rich history, arts and cultural influences, and the connections they provide to both our past and future.

Aquatic Environment. We value our aquatic environment, the ocean and rivers, wetlands and estuaries, and our maritime and fishing heritage and traditions.

Quality of Life. We value livable and affordable communities, appropriate constraints on over-commercialization, and the ability to find peace and tranquility.

Community Atmosphere. We value friendly people, distinct small towns, tight-knit communities and neighborhoods, and knowing and supporting our neighbors.

Caring People. We value compassionate, caring people, the willingness to reach out and help others in the community, and being a place where everyone can flourish.

Living Wage Jobs. We value living wage jobs that enable working people to be thriving, productive, and contributing members of the community.

Excellent Education. We value excellent schools and teachers, opportunities for higher education, lifelong learning, and the development of new knowledge and skills.

Accessible Health Care. We value healthy communities with accessible and affordable health care in every community throughout the county.

Safe Communities. We value safe, secure and resilient communities that are prepared for potential emergencies and natural disasters.

Recreational Opportunities. We value equal access to nature for all, close-by natural and developed parks with hiking trails, and other healthy outdoor activities.

Civic Spirit. We value a 'can-do' spirit, engaged citizens and problem-solvers, volunteerism, and abundant opportunities to contribute to the community.

Good Planning. We value human-scale planning, managed growth in harmony with existing communities, efficient and sustainable use of resources, and good public transportation.

CLATSOP VISION 2030TOGETHER

FOCUS AREA VISIONS

VISION FOCUS AREAS



ECONOMY & JOBS

In 2030, Clatsop County has a diverse, stable economy that produces good living-wage jobs, allowing people of all ages and incomes to live here and thrive. Our economy balances the county's natural resource base with its scenic beauty – and growth with the long-term sustainability of our environment. We recognize the importance of our traditional industries, such as forestry, fisheries and tourism, while transitioning to the emerging economy of the 21st century. While maintaining our status as a maritime and forest products center, we also promote “value-added” industry and light manufacturing in appropriate locations. Newer, innovative enterprises are drawn here for both our natural environment and skilled workforce, and our prosperity builds on our rich culture, historical traditions, and vibrant arts and culture scene.

ARTS, CULTURE & HISTORY

In 2030, Clatsop County arts and culture reflect the essence of this place – its scenic beauty and natural resources, rich history and cultural traditions, and diverse and creative people. The arts are truly embedded in the county, its communities, and its educational system. They are also an integral part of our emerging economy. Artists, craftspeople, designers, graphic artists, and “creatives” can earn a good living here, contributing to the diversity and vibrancy of our economy. We celebrate our culture through art, music, theatre, dance, performance, literature and poetry – and through our museums, galleries, historical and cultural attractions, schools and classrooms, festivals and events. We have greatly increased arts opportunities for our youth, and our arts and cultural facilities are well supported – and treasured – by the community.

HEALTH, SAFETY & RESILIENCE

In 2030, Clatsop County has a high quality of life that contributes to our general public health and safety. We lead the state as a center for active living and wellness, and in our capacity for personal growth, development and happiness. Access to good health care is assured across the county and in all its communities. Community health has been strengthened through education on lifestyle improvements, physical activity, and good nutrition. More people walk and bike for recreation and to get places. There are fewer incidents of smoking, alcohol and drug abuse, and mental illness. We are a safe, equitable and inclusive community, where people know, look out for – and reach out to – one another. We have achieved “food security,” ensuring access to healthy, affordable food countywide. We have improved our law enforcement, fire and emergency services, and community members are fully educated and prepared for any emergency or natural disaster.

EDUCATION & LEARNING

In 2030, Clatsop County residents are better educated than ever, improving their lives and livelihoods. We take great pride in our capacity to learn in a variety of ways. Our schools are well funded and recognized for their academic strength. Our high schools have maximized their graduation rates. They provide students with multiple pathways to better jobs and

higher education, and help them become active, contributing members of the community. Clatsop Community College is a uniting institution and catalyst in our community, with expanded vocational training offerings that prepare students to earn a living wage in the professions and trades, as well as worker re-training and lifelong learning for older students. A college education is accessible to all qualified local residents, who can now earn a four-year degree without leaving the county. Our libraries have significantly enhanced their educational, community and learning services with increased access and availability.

ENVIRONMENT, NATURAL RESOURCES & RECREATION

In 2030, Clatsop County preserves its natural beauty and shares it with the world. We are rich in natural resources, with mountains, forests, rivers, ocean beaches, wetlands and estuaries, thriving wildlife, and plenty of clean, fresh air. Our natural environment is a key contributor to our quality of life. It presents unique opportunities for a vibrant yet sustainable economy that is in balance with nature. Our forestlands are sustainably managed, with portions permanently protected for their inherent natural value. Our parks and natural areas offer ample opportunities for outdoor recreation and healthy, active lifestyles. Our communities constantly connect us to our surroundings – set in nature, livable, and linked by walking paths and bike trails. This ever-present connection to nature sustains and inspires us to be better stewards of our environment.

COMMUNITY DEVELOPMENT & PLANNING

In 2030, Clatsop County maintains its quality of life through good planning and sustainable growth and development. Involved citizens, robust civic engagement, dedicated leadership, and strong partnerships make planning and community development succeed. New development in the county is focused on existing communities and urban areas, and zoning is clear, flexible and creative. Our infrastructure is modern and efficient, highway corridors are safe and well maintained, and public transportation is accessible and affordable. While our local communities have distinct character and identity, there is strong collaboration among them. Every community has a vibrant center, affordable housing, and is walkable, bikeable and transit-friendly. Our planning and development policies are attuned to the county's ongoing resiliency, responding to the continuing challenges of climate change, natural disasters and food security.

LONG TERM FINANCIAL PLAN DEVELOPMENT

What is a “Long Term Financial Plan?”

A Long Term Financial Plan (LTFP) provides a “road map” for where Clatsop County wants to go financially and how it plans to get there, by combining financial forecasting with financial strategizing. The LTFP is intended to serve as a tool to identify problems and opportunities, and to provide the Board of Commissioners, citizens, and staff with the insight required to address issues impacting the County’s financial condition. The County’s current multi- year plan was created 10 years ago and has been evaluated/updated on an annual basis which includes intentions to go out in the near future for an RFP to more closely analyze how the current plan fits with the current economy.

Why does the County need a Long Term Financial Plan?

A Long Term Financial Plan is needed as a communication aide for citizens, staff, and rating agencies. When County Commissioners and staff receive questions from constituents, the LTFP will help provide answers that are consistent and factually supported. The LTFP clarifies the County’s financial strategic intent and imposes discipline on decision makers by highlighting the cumulative effects of decisions.

Who benefits from having a Long Term Financial Plan?

- **Citizens** – Effective financial stewardship enhances the quality of life for the County – increasing the desirability of the County as a place to live.
- **Commissioners** - Long Term Financial Plans offer guidance to new Commissioners. The plan also serves as an ongoing context for the Commissioner decisions, thereby providing consistency and quality control.
- **Businesses looking to operate within the County** – Long Term Financial Plans increase certainty for business decisions which in turn increases the desirability of the County as a place to locate.
- **Department heads and staff** – From knowing the County’s financial future is a priority with the Commissioners and the County Manager.

How was the Long Term Financial Plan Developed?

The County Commissioners set financial goals and priorities with input from the citizens. The LTFP Team relied on these goals and priorities to develop the LTFP for the Commission to adopt. The development of the Long Term Financial Plan was broken out in to the following major phases:

1. **Mobilization Phase:** This phase puts in place the cornerstones for financial planning which include resources to undertake the planning, preliminary financial analysis, definition of the underlying purpose of the planning process, the County’s service-level priorities, financial policies, and the scope of the planning effort.
2. **Analysis Phase:** This phase focuses on the County’s financial position, making long-term projections, and then analyzing the County’s probable future position.
3. **Decision Phase:** This is phase is where the strategies, plans, and adjustments are created and agreed upon.
4. **Execution Phase:** This final phase carries the plan forward into action.

Clatsop County, through the Budget and Finance Department, maintain and implement the Budget Policies as well as the Strategic Plan/Resource Reduction Strategy set forth by the Board of County Commissioners. Independent of changing circumstances and conditions, these policies assist the County Commissioners and County Manager in decision-making. Overall, these policies help the County maintain financial stability and provide criteria for evaluating current activities and proposals for future programs. The Budget & Finance office ensures that revenue, expenditure, and debt management policies, listed below, are adhered to and implemented in accordance with GAAP/GASB standards. The Board of Commissioners Budget Policies and Strategic Plan/Resource Reduction Strategy can be viewed on the previous pages.

REVENUE POLICIES

- The County shall seek to maintain a diversified and stable revenue structure.
- The County shall calculate and consider the full cost of services provided when establishing user charges and service rates. Such charges and rates will be reviewed regularly.
- Grants and contracts shall be pursued only for those programs and activities that address recognized needs and are consistent with the County's policies and scope of services.
- Billable revenues shall be processed in a timely manner to minimize negative cash flow impacts.
- One-time non-recurring revenues (from such items as asset sales, court settlements, tax collection, and "windfalls") shall only be allocated for one time projects or expenses.
- Revenues which are difficult to accurately predict shall be conservatively estimated in order to help avoid necessary budget adjustments later in the year if the budgeted revenues do not materialize.

EXPENDITURE POLICIES

- The County shall strive to maintain current service delivery levels, especially for essential services, and improve priority services as finances permit.
- The County shall make every effort to minimize expenditure growth through the use of sound management techniques. We will encourage the implementation of technological or process improvements to reduce service costs without reducing service quality or quantity.
- Expenditure budget increases and reductions will be considered on a case by case basis.
- Expenditures shall be accounted for as necessary and appropriate to ensure adequate documentation for related revenue collections such as grant reimbursements, fee calculations, etc.
- Expenditure payments shall be processed within necessary timelines to avoid late fees and still maximize positive cash flow.
- Capital budgets will be developed with the consideration of, and pro-active planning for, the impact of capital spending upon the annual operating budget.
- The County shall pursue partnerships with other entities to increase the quality and/or quantity of services, and eliminate redundancies.
- Capital assets will be replaced on a cost effective and scheduled basis.

CLATSOP COUNTY DEBT POLICY

The County must have the ability to borrow money in order to finance capital projects and improvements that cannot or should not be financed exclusively from current operating budgets. Establishing a formal debt policy ensures the County has the necessary financial flexibility while having the option to continue to invest within itself to maintain its strength and viability. Debt policies maintain consistency in financial decisions while establishing a standard operating procedure to guide daily financial activities. A debt policy enhances our position in debt-related matters and can serve as a means to establish credibility with bond rating agencies.

HOW RATING AGENCIES VIEW A DEBT POLICY

Underwriting and municipal credit rating institutions base their evaluation of agencies upon its ability to ensure that new debt is incurred in a prudent manner while accessing their credit worthiness. This is particularly important if the County is to maintain or upgrade its present bond rating. Rating agencies have advised that one of the major criteria they use in evaluating credit worthiness is whether a local jurisdiction has the fiscal courage to adopt a formal debt policy which serves as a guideline for making decisions about how much new debt to incur or have outstanding at any given time. Generally, the criteria should relate to a conservative margin by which a county stays within state mandated debt limits. In summary, a local government should only borrow what it can afford and pay off that debt in a timely manner.

DEBT MANAGEMENT

The following debt management policies were adopted by the Board of County Commissioners (BOCC) and provide the general framework for planning, reviewing, and structuring debt proposals.

- The County recognizes that there are no absolute rules that can substitute for a thorough review of all information affecting the issuance of debt. Debt decisions should result from a balanced consideration of all relevant factors.
- The County will issue debt as needed and authorized by the BOCC in a form related to the type of improvement to be financed: General Obligation Bonds, Limited Tax Obligation Bonds, Revenue Bonds.
- Where appropriate and approved by the BOCC the County will issue short-term notes, i.e. TAN's or BAN's, where subsequent definite source(s) of revenue exist. Such definite revenue sources could include, but would not be limited to: Approved grants, authorized but unsold long term debt, taxes anticipated to be received later in the current fiscal year, asset sales.
- Short-term debt should not have maturities greater than three years, should not be rolled over for a period greater than one year, and should not be issued solely upon speculation that interest rates will rise in the near future
- Where appropriate and approved by the BOCC the County may issue or utilize Certificates of Participation, Limited Tax Revenue Bonds, or Capital Leases.
- The County shall seek to qualify with an A+ bond rating so that borrowing costs are minimized and our access to credit is assured.

- The County will issue long-term debt only for the purpose of: Acquiring land, acquiring or constructing capital assets or improvements, making major repairs or renovations to existing capital assets, acquiring capital equipment/systems wherein the useful life extends beyond 1 year or refunding existing long term debt.
- If long-term debt is issued to finance capital improvement projects, to the maximum extent possible, it shall only be for those projects referenced in the County's Capital Improvement Plan.
- Long-term debt will be issued for a period not to exceed the useful life of the projects or improvements financed, but in no event beyond thirty (30) years.
- Bond maturity schedules should be structured to achieve total debt service payments which are level or only slightly increasing over time.
- To the extent possible given the unique nature of each bond issue, the County will attempt to issue bonds through a competitive bid sale.
- The County will comply with any and all federal and state laws and regulations regarding arbitrage and reporting requirements.
- The County shall, as a target, maintain an average life of ten years or less for all outstanding debt. In no event shall the total average life exceed 14 years.

LONG-TERM DEBT

Long-term debt is defined as bonded indebtedness whose maturity is at least ten years from the issue date. Issues to be addressed in long-term debt planning may include, but not necessarily be limited to the following:

- Highest General Obligation Debt Strategy priority categories as identified in the County's Capital Improvements Program (CIP) shall be financed first. There should be an annual review and evaluation of high, medium and low priorities. Over time, general obligation (G.O.) debt strategy priorities may have to be adjusted as various factors and issues are identified.
- When developing funding strategies for categories of projects, the County should first use revenues unique to such projects, i.e.; grants, timber revenues, and gas tax for roads.
- A strategy to address general obligation bond funded priorities should relate to the financing of capital improvements caused by growth and must stay within prudent debt limits.
- Major new capital improvement projects and major rehabilitation projects shall be funded with general obligation bonds if no other revenue source can be utilized.
- The County shall not have general obligation debt at any one time outstanding, which is in excess of 2% of the County's real market valuation. This limitation is consistent with the State statute's limitations on the County. In the event of catastrophic emergency, the County may have outstanding direct, property tax supported general obligation debt in an amount exceeding 2% of its real market valuation, but only in conformance with the provisions of ORS 287.054 and with the approval of the County's voters. Not only will this prevent an undue expenditure of taxpayer funds, it will also strengthen the County's position with regard to the financial community, especially rating agencies and underwriters.

- The total general obligation debt of Clatsop County will not exceed 50 percent of the total annual operating revenue.
- Every effort will be made to schedule even principal and interest payments for the repayment of debt so as to avoid fluctuations in debt service requirements and tax rates. Only in exceptional circumstances where it is to the taxpayers and the County's advantage will debt be scheduled on a non-even repayment basis. A policy of full disclosure will be followed in all financial reports and official statements for debt.
- Because debt financing involves long-term commitments, the projects that are financed through debt financing must have a useful service life that is at least equal to the debt amortization period. Therefore, debt financing shall be used only for capital expenditures and not for addressing maintenance items.
- Staff will evaluate the appropriate method of financing for each bond issue, considering all factors and select, in accordance with the Board of County Commissioners' authorization, the option that is the most economically favorable for the County.

SHORT-TERM DEBT

Short-term debt shall be issued for a term of 10 years or less. Enterprise funds should support needed capital improvements on a pay-as-you-go basis to the greatest extent possible. In the event short term debt financing is required, Certificates of Participation, Lease-Purchases, Limited Tax Revenue Bonds, Bank Qualified Financing or other debt instruments may be used as a short-term (1 to 10 years) method of borrowing for the financing of various County needs, such as fleet equipment, renovation or reconstruction of capital assets, specialized types of equipment purchases, communications, and data transmission systems. Each proposal for a short-term financing shall be evaluated on a case-by-case basis with findings presented to the County Commissioners prior to authorizing a financing. Issues to be addressed in short-term debt planning may include, but not necessarily be limited to the following:

- The extent to which the proposed improvement(s) either (a) extends the useful life of the facility(s) by greater than five years or (b) adds to the long term value of the underlying asset by an amount equal to or in excess of the cost of the improvement. Improvements may be one project or a series of projects, when performed as a package, extend the useful life by the required minimum.
- The extent to which a permanent, ongoing additional maintenance commitment is required in order to not lose the value and utility of the financed improvements during the time period in which the financing is outstanding.
- The extent to which an improvement(s) provides a long term solution to a problem or effectively arrests deterioration which might lead to structural failure, beyond which the process should not have to be repeated if there is appropriate preventative maintenance.
- The extent to which a primary pledge of the County's General Fund will impact revenues available for ongoing annual appropriations for General Fund operations.
- The extent to which a secondary pledge of the County's general fund is required for such a financing and the extent to which the additional short term debt outstanding at any time does not have the potential to unduly burden the County's General Fund.
- The extent to which the financing requires the retention of debt service reserves (either funded from borrowing proceeds or cash funded).

- The extent to which the financing requires the County to pledge to maintain revenues at levels sufficient to maintain usual and customary coverage ratios.
- The extent to which financing spreads the cost of the improvements between present and future users.

INTERIM DEBT

Interim debt shall be issued for a term of less than 5 years. This borrowing may be utilized for temporary funding of operational cash flow deficits pending receipt of anticipated revenues or interim construction financing needs. Such borrowing may be in the form of: 1) a line-of credit at the County's depository bank, 2) tax anticipation notes, 3) internal fund borrowings. Repayment will occur over a period not to exceed the useful life of the underlying asset or in any case no longer than five years from the issuance date of such obligations. The County will determine and utilize the least costly method for interim borrowing.

STATUTORY LIMITATIONS ON DEBT

Outstanding general obligation indebtedness of the County, other than enterprise revenue backed bonds, shall not exceed the limitations as specified in the Oregon Revised Statutes. The issuance of general obligation bonds shall comply with all existing laws and regulations with respect to publication and notification, voter approvals and any other requirements as specified in Oregon Revised Statutes.

CURRENT LONG-TERM DEBT OBLIGATIONS

Loan – Capital Lease with Dell: The County currently opts to lease computers through Dell Financial Services; the current lease option is for 4 years beginning in FY 2015-16. The amount of this lease is \$164,065 at an interest rate of 3.76 percent. This budget represents the 1st of 4 annual payments of interest and principal in the amount of \$43,355. In addition there is a separate lease for the Parole & Probation fund (024/2385) in the amount of \$7,577; this budget represents the 4th of 4 annual payments of principal and interest.

These costs are paid out of the following fund/org units:

- 001/1650/82-2455: \$29,215
- 001/2750/82-2455: \$340
- 002/3110/82-2455: \$2,882
- 005/2191/82-2455: \$1,560
- 007/4110/82-2455: \$4,240
- 024/2385/82-2455: \$1,910
- 033/7156/82-2455: \$260
- 036/7165/82-2455: \$1,120
- 039/8500/82-2455: \$520
- 150/9300/82-2455: \$520

Loan – Oregon Department of Environmental Equality: During fiscal year 2007-2008 Westport Sewer Service District took out a 20 year loan with the Oregon Department of Environmental Quality to upgrade the filtration system. The original amount of the loan was \$112,250 with an interest rate of 2.81 percent. This budget represents the 9th payment of interest and principal in the amount of \$7,520. These costs are paid out of Westport Sewer Service District Fund 385/5845 (pg. 517).

Loan – Columbia State Bank: During fiscal year 2014-2015 the County incurred debt with Columbia State Bank over a 15 year period to remodel the existing Parole & Probation facility so that it will be able to additionally house the Sheriff's Office administration staff and evidence locker. The original amount of the loan was \$2,000,000 with an interest rate of 2.87 percent. This budget represents the 2nd interest payment and the 1st principal payment in the amount of \$190,000. These costs are paid out of the Debt Service Fund 400/5855 (pg. 391).

Capital Improvement Plan

The Capital Improvement Plan (CIP) is a blueprint used for planning capital expenditures for Clatsop County over the next five (5) years. The CIP is used to plan, budget, and finance the purchase and/or construction of large capital infrastructure, facilities, equipment and other fixed assets. The County uses this process to ensure these expensive, long-lasting projects/items are aligned with its strategic direction and long-term goals, and that resources are allocated in a conservative and efficient manner. A CIP is meant to be a planning tool which is reviewed and updated on an annual basis.

Before each potential project is included in the five-year Capital Improvement Plan, it is analyzed to determine its level of priority, financial impact on operations, operating expenditures, and revenues. The total costs of each potential project are identified as part of the capital budgeting process, and associated operating expenses are either included in the current operating budget, or reductions are taken elsewhere in the operating budget to absorb the additional operating costs. When applicable, these costs are clearly stated in the Department Overview section in the appropriate departments section of the budget document. Capital projects may result in a reduction to maintenance and operating costs or the impact will result in a cleaner environment, improved response time by public safety employees, and/or access to public buildings and public transportation by all citizens.

The CIP has the following benefits to the community:

- Facilitates coordination between capital needs and the operating budgets
- Avoids sudden changes in debt service requirements
- Identifies the most economical means of financing capital projects
- Increases opportunities for obtaining federal and state aid
- Relates public facilities to other public and private development policies and plans
- Focuses attention on community objectives and fiscal capacity
- Keeps the public informed about future needs and projects
- Coordinates the activities of overlapping organizational units to reduce duplication
- Encourages careful project planning and design to avoid costly mistakes and helps the County reach desired goals

Capital outlays are budgeted by individual funds in support of the CIP. As part of the budget process, all FY 2015-2016 capital requests have been approved by the Budget Committee and adopted by the Board of County Commissioners. The following table includes the projects/items with a value of \$5,000 or more.

Every year, the CIP project list is developed from the existing CIP, Master Plans, staff, and Board of Commissioners. *Note: Only those projects from Master Plans that fall within the five-year period are included on the list.*

Summary of Projects in FY 2015-2016

Project	Type of Project	FY 2015-16 Funding	Total Project Cost
A&T Vehicle	Automotive	\$25,090	\$25,090
Comp & Class Study	Contractual Services	\$10,000	\$39,700
Employee Opinion Survey	Contractual Services	\$5,500	\$5,500
Ballot Tallying Machine	Computer Equipment	\$110,140	\$110,140
Copier: Planning/BC/A&T	Office Equipment	\$37,000	\$37,000
Permit Tech Center	Building – 820 Exchange	\$25,000	\$25,000
Building Codes Vehicles	Automotive	\$45,000	\$45,000
Auto Transfer Switch	Building – Jail	\$15,000	\$15,000
Jail Boiler	Building – Jail	\$36,000	\$36,000
Emergency Generator	Building – Courthouse	\$58,320	\$58,320
Signage Upgrade	Building – Multiple	\$10,000	\$10,000
Court Security Cameras	Building – Courthouse	\$40,000	\$40,000
Court Security Upgrades	Building – Courthouse	\$50,000	\$50,000
Jail Security Systems	Building – Jail	\$100,000	\$100,000
Campus Lighting Upgrades	Building – Multiple	\$40,000	\$40,000
Carpet	Building – Multiple	\$31,640	\$31,640
CH Roof Replacement	Building – Courthouse	\$100,000	\$100,000
Jail Roof Replacement	Building – Jail	\$151,190	\$151,190
Emergency Repairs	Building – Multiple	\$220,000	\$220,000
Fiber Optics to Facilities	Computer Equipment	\$33,000	\$33,000
BOCC Streaming Services	Computer Equipment	\$65,000	\$65,000
Mower/Tractor	Miscellaneous Equipment	\$18,000	\$18,000
HHW Facility	Building – Public Health	\$600,000	\$600,000
Sheriff's Office Remodel	Building – CCSO	\$1,762,800	\$1,832,000
Sheriff Vehicles	Automotive	\$297,000	\$297,000
Finger Print Systems	Computer Equipment	\$32,000	\$32,000
Power Broom	Automotive	\$46,000	\$46,000
Wheeled Excavator	Automotive	\$230,000	\$230,000
Mini Excavator	Automotive	\$80,000	\$80,000
3-Axle Trailer	Automotive	\$35,000	\$35,000
Arena Revisions	Building	\$120,000	\$120,000
Pedestrian Bridge	Structures & Improvements	\$50,000	\$50,000
Scissor Lift	Miscellaneous Equipment	\$15,000	\$15,000
Farmhouse Remodel	Building	\$100,000	\$100,000
Wetlands Mitigation	Structures & Improvements	\$675,000	\$675,000
NCBP Phase One	Structures & Improvements	\$250,000	\$250,000
Westport Park	Structures & Improvements	\$100,000	\$100,000
Cullaby Lake Shelter	Structures & Improvements	\$50,000	\$50,000
Kloutchy Creek Bridge	Structures & Improvements	\$75,000	\$75,000
Reserves/Debt/Indirects		\$1,024,110	\$1,024,110
TOTAL		\$6,767,790	\$6,866,690

The list of all projects is prioritized by the County Management and then proposed to the Board and Budget Committee. All projects are prioritized using specific criterion pertinent to each system. These projects are ranked based on criteria ranging from public health and safety to funding partnerships. Each criterion is rated on a scale from 0 – 5 (see table on the following page). Projects are ranked on their individual scores and funding is applied to those with the highest scores. Those projects that are already under construction are not ranked generally it is assumed they are funded, unless annual capital expenditures are required.

Rating Criteria	High		Medium		Low	
SCALE	5	4	3	2	1	0
Public Health & Safety	The project eliminates a current and present health or safety condition.	Project reduces a current and present health or safety condition.	Project mitigates a potential public health or safety risk.	Project has no impact on public health or safety.	Project degrades public health or safety.	N/A
Environmental Impact	The project substantially improves the county's environment.	Alleviates an ongoing degradation to the environment.	Cleans up past degradation or prevents future degradation.	Has a negative impact on the environment which is mitigated.	Has a negative impact on the environment which cannot be mitigated.	N/A
Federal or State Mandates	The project is required to meet a state or federal permit or other enforceable requirement.	Is needed to bring a system component up to federal or state standards.	No state or federal standards apply to this project.	Does not make any progress toward meeting state or federal standards.	Moves the system further away from state or federal requirements.	N/A
Livability/Vitality Enhancements	The project improves county wide livability/vitality for all segments.	Improves county wide livability/vitality for most segments.	Improves livability/vitality for some segments.	Improves livability/vitality for few segments.	Does not improve livability/vitality.	N/A
Board Goals or Interest	The project is listed specifically as a Board goal.	Is needed to reach at least one goal.	Indirectly relates to one goal.	Does not relate to any Board goals.	Is contrary to a Board goal.	N/A
Community Interest	The project has wide community support.	Has mixed support for the project with most in support.	Has mixed support for the project with an even split of support and opposition.	People do not have an opinion (do not care) about the project.	Many people oppose the project.	N/A
Cost Effectiveness	The project will pay for its self over less than five years in reduced cost to the county.	Will pay for its self in less than five years in reduced cost to citizens.	Adds to operational cost but is the least life cycle cost alternative.	Adds operational cost but the cost is paid for with increased operational revenue.	Adds to operational cost without revenue offset.	N/A
System Reliability	Alleviate a risk that threatens life or would result in irreparable harm.	Alleviate a risk that results in severe property loss.	Alleviate a risk that results in minor loss of property.	Alleviate a risk of system failure causing inconvenience to the public.	Alleviate a risk of system failure causing inconvenience to county staff.	N/A
Implements a Master Plan	The project fully implements more than one recommendation in an adopted master plan.	Fully implements at least one recommendation in an adopted master plan.	Makes progress toward meeting master plan goals.	Does not implement a recommendation in an adopted plan or is not anticipated in a master plan.	Is not consistent with any adopted system plan.	N/A
STATUS						
Readiness to Proceed	The project is fully funded, is under construction or bids have been received.	Design is done, permits and right of way has been secured.	Is funded and ready to start but no work has been completed.	Has partial funding.	Is not funded.	N/A
Funding Partnerships	The project has grant funds awarded and will lose them if it does not proceed.	Is listed for a grant and is likely to receive funding during the budget cycle.	Is funded by a low interest loan that is time sensitive, or is eligible for a future grant.	Has multiple funding sources which are not time sensitive.	Is only funded from County resources.	N/A

CIP – General Principles and Coordination with County Policy

This document has generally been developed in accordance with the County's Financial Management Policies in addition to the following general principles that were utilized in preparing the CIP.

1. The CIP will be developed for a minimum of a 5-year period. As a plan, it must be seen as a flexible document that will be reviewed and updated on an annual basis. Items placed in the latter years of the CIP should not be seen as fixed commitments. In contrast, the first year of the CIP will become more of a capital budget.
2. The CIP will include an analysis of the availability of those funds on hand and other sources which will finance proposed capital projects. These include but are not limited to:
 - a. Special Projects Fund
 - b. Industrial Revolving Fund
 - c. Parks Land and Acquisition Fund
 - d. Rural Law Enforcement Fund
 - e. Equipment Replacement Fund
 - f. Video Lottery Fund
 - g. Bike Path Fund
 - h. Animal Shelter Enhancement Fund
 - i. General Fund
3. As a goal, the County shall build and maintain an adequate level of cash reserves in the Special Projects Fund to adequately provide interim funding for major construction projects until permanent financing is received. The Special Projects Fund should not be used for funding projects that do not have a revenue source to repay the Special Projects Fund.
4. A threshold of \$5,000 will be used to determine which items will be included in the CIP. Items below this dollar threshold will be included in the annual program budgets. (i.e., General, Health, Parole & Probation, etc...)
5. With vehicle replacements, a presumption will be made that each replaced vehicle will be sold when its replacement comes in to service. To overcome this presumption, a clear rationale must be established for keeping such a vehicle. In some cases, a replaced vehicle will be kept until the end of the year such that it may be used by seasonal/temporary staff.
6. In the preparation of the CIP, dollar amount values should be stated in current year values only.
7. When the CIP calls for the use of bond proceeds to fund a project, facility, or for equipment, the CIP must also specify the repayment strategy for that debt obligation.
8. CIP projects proposed shall include cross-references to other existing plans or studies that demonstrate the need and cost basis for the proposed purchase/expenditure.

Vehicle and Equipment Replacement/Maintenance Guidelines

Clatsop County shall provide guidelines for the replacement and maintenance of vehicles and equipment in the county fleet. The guidelines will determine when existing vehicles and equipment will be replaced, so that it is done in a timely and cost-effective manner. The guidelines will assist in the county's preparation of the Capital Improvement Plan.

Clatsop County shall replace vehicles and equipment when they meet the established replacement criteria. The replacement of equipment and vehicles will be determined based upon recommended guidelines for the vehicles age, mileage type, use and budgetary considerations. Vehicle replacement may also be determined on a case-by-

case basis and/or usefulness of the vehicle in the fleet. Replacement will be planned and approved through the budgetary process each year.

SUGGESTED CRITERIA AND GUIDELINES FOR VEHICLE AND EQUIPMENT REPLACEMENTS:

Construction Equipment: Replace units as necessary as they wear out or are safety concerns

Heavy Equipment (Grader, Loader): Replace after fifteen (15+) years

Light to Medium Tractors (Backhoe, Bobcat): Replace after eight (8) years

Mowing Equipment: Replace after six (6) years

Heavy Duty Truck – 5 ton or larger: Replace units fifteen (15) years or 100,000 miles (whichever comes first)

Medium Duty Truck – 1 ton to under 5 ton: Replace units after ten (10) years or 75,000 miles (whichever comes first)

Light Duty Trucks – less than 1 ton: Replace units after eight (8) years or 100,000 miles (whichever comes first)

Administrative Vehicles: Replace units after eight (8) years or 100,000 miles

Sheriff Vehicles: Sedan Units: Replace after four (4) years or approx. 150,000 miles

SUV & Truck Units: Replace after six (6) years or approx. 150,000 miles

Administrative Vehicles: Replace after ten (10) years or approx. 150,000 miles

- Future replacement costs are based on current year pricing estimates.
- Replacement costs include: Licensing fees, accessory equipment (lights, dump boxes, decals, hitches, etc.)
- Replacement costs do not include trade in or disposition values of units. Any revenue received through trade in or sale of the unit will be deposited in the equipment fund of the corresponding Org Unit and dedicated to future equipment purchases.
- Unmarked sheriff vehicles and administrative vehicles – consideration should be made for obtaining used units from rental companies, dealers, or auction.
- All vehicle replacements will be approved each year during the budget process.
- All vehicles will be rated and tested prior to replacing. Vehicles deemed to still be in good condition will remain in the fleet and reviewed the following year.

SUGGESTED CRITERIA FOR VEHICLE AND EQUIPMENT MAINTENANCE:

1. Preventative Maintenance:

- Departments must follow the manufacturer's manual and establish maintenance schedules (within warranty guidelines) for each vehicle in their motor pool.
- Maintenance schedules must include the following minimum requirements (which departments may voluntarily exceed): Chassis lubrication; oil change; filter replacement; and any other manufacturer-recommended replacement schedule.
- Departments must maintain records on each vehicle under their control; those records should include complete and accurate maintenance information including work performed, replacement parts, and associated costs.
- Departments must obtain vehicle services and replacement parts at the lowest possible cost or value to the county. Purchases and record keeping must comply with state laws and Generally Accepted Accounting Principles.
- Departments may service county-owned passenger vehicles at the Public Works Shop or any authorized vendors.

2. Day-to-Day Maintenance Guidelines:

- Drivers should perform routine vehicle care every day, trip, or week. Daily maintenance includes:
 - Keeping the interior of the vehicle clean and free of litter.
 - Keeping the exterior of the vehicle clean.
 - Checking air pressure and inspecting tires daily. The maximum load rating of the tires is marked on the tire sidewall and should not be exceeded. The manufacturer loading instructions for the vehicle should be followed.
 - Inspecting under the vehicle for fluid leaks.
 - Checking the vehicle frequently for body damage and reporting damage to the Risk Management Department.
 - Assuring that seat-belt systems and safety equipment are fully operational.
- Emission control systems must be functional and in good repair at all times.
- Regularly checking engine oil and transmission fluid.
- Smoking in County vehicles is prohibited.

Summary

This document is intended to provide a starting point for future planning. An additional benefit of the CIP is that it will be used to provide additional analysis in determining the impact of projects and possible debt.

Capital Improvement Plan - 5 Yr. Projection

Special Revenue Fund

Org ID/Name	Project Name	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	5 Yr Total
2001 - Equipment Replacement							
	Public Works Chip Spreader	255,000	0	0	0	0	255,000
	Public Works Herbicide Truck Chassis	50,000	0	0	0	0	50,000
	Public Works Paint Striper	50,000	0	0	0	0	50,000
	Public Works Water Truck Tank Conversion	30,000	0	0	0	0	30,000
	Equipment Replacement Total:	385,000	0	0	0	0	385,000
7165 - Building Codes							
	Building Codes Vehicle	26,000	0	0	0	0	26,000
	Building Codes Total:	26,000	0	0	0	0	26,000
9300 - Fair General Operation							
	Fairgrounds Lower Field Parking	100,000	100,000	100,000	0	0	300,000
	Fairgrounds Shop	60,000	0	0	0	0	60,000
	Fair General Operation Total:	160,000	100,000	100,000	0	0	360,000
Special Revenue Fund Total:		571,000	100,000	100,000	0	0	771,000

General Fund

Org ID/Name	Project Name	2016-2017	2017-2018	2018-2019	2019-2020	2020-2021	5 Yr Total
1150 - Assessment & Taxation							
	A&T Vehicle Replacement	25,000	25,000	25,000	25,000	25,000	125,000
	Assessment & Taxation Total:	25,000	25,000	25,000	25,000	25,000	125,000
1625 - Budget & Finance							
	CAFR Software	15,000	0	0	0	0	15,000
	Long Term Financial Plan	55,000	0	0	0	0	55,000
	Budget & Finance Total:	70,000	0	0	0	0	70,000
1790 - Building & Grounds							
	Animal Shelter Siding	0	40,000	0	0	0	40,000
	Duct Cleaning	100,000	0	0	0	0	100,000
	Jail Parking Lot Repair	25,000	0	0	0	0	25,000
	Animal Shelter Boiler Replacement	0	0	15,000	0	0	15,000
	Jail Intercom Replacement	0	100,000	0	0	0	100,000

Capital Improvement Plan - 5 Yr. Projection

Jail Walk in Freezer Replacement	30,000	0	0	0	0	30,000
820 Exchange Generator upgrade	0	0	55,000	0	0	55,000
HVAC Units Replacement - 820 Exchange	60,000	0	0	0	0	60,000
Jail HVAC control upgrade	20,000	0	0	0	0	20,000
Clean and Seal Exterior Brick	13,200	0	0	0	0	13,200
Building & Grounds Total:	248,200	140,000	70,000	0	0	458,200
1795 - Parks Maintenance						
Parks Dept - 3/4 ton truck replacement	25,000	0	0	0	0	25,000
Parks Maintenance Total:	25,000	0	0	0	0	25,000
2200 - Sheriff Criminal Division						
Sheriff Office Patrol Vehicle	38,000	38,000	38,000	38,000	38,000	190,000
Sheriff Criminal Division Total:	38,000	38,000	38,000	38,000	38,000	190,000
2300 - Corrections						
Corrections Transport Sedan	0	42,000	0	0	0	42,000
Livescan Finger Print System	0	0	0	0	14,000	14,000
Jail Video Workstations	60,000	0	0	0	0	60,000
Corrections Total:	60,000	42,000	0	0	14,000	116,000
2340 - Juvenile Department						
Juvenile Vehicle	38,000	0	0	0	0	38,000
Juvenile Department Total:	38,000	0	0	0	0	38,000
2700 - Planning Division						
Planning Plotter	8,000	0	0	0	0	8,000
Planning Dept. Vehicle	5,000	0	0	0	0	5,000
Planning Division Total:	13,000	0	0	0	0	13,000
2800 - Animal Control						
Boiler Replacement						0
Animal Control Total:						0
General Fund Total:	517,200	245,000	133,000	63,000	77,000	1,035,200

County Total:	1,088,200	345,000	233,000	63,000	77,000	1,806,200
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2015-2016 Capital Improvement Plan

Special Revenue Fund

Page	Org ID	Project Name	Type	Category	Cost
501	2001	Power Broom	Replacement	Automotive	46,000
501	2001	Wheeled Excavator	Replacement	Automotive	230,000
502	2001	Mini Excavator	Addition	Automotive	80,000
502	2001	Trailer	Replacement	Automotive	35,000
508	2191	Patrol Vehicle	Replacement	Automotive	123,000
508	2191	Evidence Pass Through Lockers	Replacement	Building	10,800
509	2191	High Density Storage Shelving	Addition	Building	21,000
509	2191	Vehicle and Evidence Building	Addition	Building	120,000
510	2191	Electronic Evidence System	Replacement	Computer	7,000
228	2385	P&P Vehicle	Replacement	Automotive	59,000
452	5815	Westport Clean up and Park Development	Replacement	Miscellaneous	50,000
452	5815	Cullaby Lake Shelter Roof Replacement	Replacement	Building	50,000
453	5815	Kloutchy Creek Bridge Repairs	Replacement	Miscellaneous	75,000
453	5815	Westport Park -Consultant Services	Replacement	Miscellaneous	50,000
454	5815	Unapportioned Projects	Replacement	Miscellaneous	110,000
235	5828	Forest Patrol Vehicle	Replacement		45,500
469	5836	Wetland Mitigation Fill Credits	Addition	Miscellaneous	675,000
469	5836	Phase One Earthwork	Addition	Miscellaneous	250,000
483	7165	Building Codes Vehicle	Replacement	Automotive	45,000
433	7165	Printer/Fax/Copier/Scanner	Replacement	Office Equipment	11,000
441	9300	Arena Ceiling	Replacement	Building	75,000
441	9300	Pedestrian Bridge	Replacement	Miscellaneous	50,000
442	9300	Scissor Lift	Addition	Automotive	15,000
442	9300	Farmhouse	Replacement	Building	100,000
443	9300	Emergency Needs		Building	60,000
443	9300	Arena Heaters	Replacement	Building	45,000
Special Revenue Fund Total:					2,438,300

General Fund

Page	Org ID	Project Name	Type	Category	Cost
479	1125	County-Wide Classification and Compensation Study	Addition	Miscellaneous	10,000
479	1125	Employee Opinion Survey	Addition	Miscellaneous	5,500
478	1150	A&T Copy Machine	Replacement	Office Equipment	15,500
478	1150	A&T Vehicle	Replacement	Automotive	25,090
480	1350	Ballot Tallying Machine	Replacement	Computer	110,140

2015-2016 Capital Improvement Plan

490	1650	Fiber Optic Installation	Addition	Miscellaneous	33,000
490	1650	Boyington Building video install	Addition	Miscellaneous	65,000
484	1790	Emergency Repairs to County Facilities	Replacement	Building	50,000
484	1790	Courthouse Security Cameras	Addition	Building	40,000
485	1790	Jail Security Electronics Upgrade	Replacement	Building	100,000
485	1790	Jail Roof Replacement	Replacement	Building	151,190
486	1790	Signage Upgrade	Replacement	Building	10,000
486	1790	Jail Generator Auto Transfer Switch Replacement	Replacement	Building	15,000
487	1790	Lighting Upgrade	Replacement	Building	40,000
487	1790	Jail Boiler Replacement	Replacement	Building	36,000
488	1790	Courthouse Roof Replacement	Replacement	Building	100,000
488	1790	Emergency Power Generator	Addition	Miscellaneous	58,320
489	1790	Carpet	Replacement	Building	31,640
489	1790	Courthouse Security Upgrades	Replacement	Building	50,000
491	1795	Lawn Mower	Replacement	Miscellaneous	18,000
493	2000	Clatsop County Sheriff's Office Remodel	Addition	Building	1,496,800
482	2000	Permit Tech Center	Addition	Building	25,000
496	2190	Livescan Fingerprint System	Addition	Computer	14,000
496	2190	Evidence Pass Through Lockers	Replacement	Building	7,200
497	2190	High Density Storage Shelving	Replacement	Building	14,000
497	2190	Evidence Drying Cabinet	Addition	Miscellaneous	6,000
494	2200	Vehicle and Evidence Building	Addition	Building	80,000
494	2200	Patrol Vehicle	Replacement	Automotive	41,000
495	2300	Transport Sedan	Replacement	Automotive	28,500
496	2300	Livescan Fingerprint System	Replacement	Computer	18,000
481	2700	Planning Division Copier	Replacement	Office Equipment	10,500
492	4169	Household Hazardous Waste Facility	Addition	Building	600,000
General Fund Total:					3,305,380

TAX PAYMENT BREAKDOWN

HOW IS YOUR TAX DOLLAR SPENT?

When you write your property tax check to Clatsop County, only some of the money goes to the county. We collect the taxes and distribute the money to 66 taxing districts providing a variety of public services. On average, out of every **\$1** you pay, **just 12.53** cents goes to Clatsop County government. This illustration shows how an average tax dollar is distributed.

Where your property tax dollar goes:



WHAT YOUR 12.53 CENTS TO CLATSOP COUNTY PROVIDES:

- 5.77 cents – Public Safety & Justice:** Sheriff's Office, Jail, District Attorney's Office, Juvenile Department, and Emergency Services
- 1.31 cents – Public Services:** Assessment & Taxation, Elections & Records, Surveyor, Community Development, Public & Mental Health
- 1.49 cents – Contingency:** Set aside for unanticipated expenditures
- 2.32 cents – Miscellaneous:** Building Maintenance, Parks, Animal Control, Information Systems, Finance
- 0.58 cent – Administration:** County Administration, Human Resources, and Legal Counsel
- 1.06 cent – Fairgrounds:** Enhanced Operations and Facility Improvements

The top 10 taxpayers in Clatsop County for 2014 are as follows:

1. Georgia Pacific Consumer Products \$2,456,374.76
2. Lewis & Clark Oregon Timber LLC \$874,250.85
3. WorldMark The Club \$556,540.18
4. Pacificorp \$506,429.60
5. Northwest Natural Gas Co. \$462,761.91
6. Hampton Lumber Mills Inc. \$430,076.75
7. Charter Communications \$353,288.04
8. Western Generation Agency \$274,632.40
9. Longview Timberlands LLC \$248,949.44
10. Fort James Operating Company \$235,696.39

CLATSOP COUNTY
TEN-YEAR MARKET VALUE AND TAX RATE HISTORY

			Tax Rate/\$1,000 Value			
Fiscal Year	Total Property Value	% Annual Change	General	Road #1	4-H	Rural Law
2005-06 AV M5 RMV	3,877,203,594 5,438,798,566	4.4 7.9	1.52	1.01	.05	.57
2006-07 AV M5 RMV	4,066,224,615 6,826,701,758	4.9 25.5	1.5307 .0900*	1.0175	.0534	.7185
2007-08 AV M5 RMV	4,252,750,648 8,115,645,313	4.6 18.9	1.5338 .0900*	1.0175	.0534	.7185
2008-09 AV M5 RMV	4,643,008,186 9,265,057,609	9.2 14.2	1.5338 .0900*	1.0175	.0534	.7185
2009-10 AV M5 RMV	4,783,903,473 8,855,704,653	3.0 <.4.4>	1.5338 .0900*	1.0175	.0534	.7195
2010-11 AV M5 RMV	4,854,474,989 8,128,017,096	1.4 <8.2>	1.5338 .0900*	1.0175	.0534	.7195
2011-12 AV M5 RMV	4,974,848,967 7,704,823,561	2.4 <5.2>	1.5338 .0700*	1.0175	.0534	.7195
2012-13 AV M5 RMV	5,077,663,892 7,254,191,848	2.5 <5.5>	1.5338 .0700*	1.0175	.0534	.7195
2013-14 AV M5 RMV	5,215,879,408 7,279,208,446	2.7 .34	1.5338 .0700*	1.0175	.0534	.7195
2014-15 AV M5 RMV	5,355,056,224 7,281,392,025	2.7 .03	1.5338 .0700*	1.0175	.0534	.7195

- Tax Rates = Billing Rate
- * Local Option Rate for Fairgrounds

**GENERAL FUND REVENUES FROM STATE FOREST
TRUST LAND TIMBER SALES**

1995-96	2,283,429
1996-97	2,822,245
1997-98	1,377,354
1998-99	1,815,758
1999-00	2,975,179
2000-01	2,795,373
2001-02	2,488,094
2002-03	5,480,758
2003-04	4,056,315
2004-05	3,124,003
2005-06	3,898,818
2006--07	3,810,400
2007--08	3,685,175
2008--09	3,387,555
2009-10	2,465,893
2010-11	2,183,649
2011-12	2,758,246
2012-13	2,414,065
2013-14	3,448,047
2014-15	3,355,586**
2015-16	4,974,033***

** Total estimated to be received as of ODF Projection from 2/11/15.
Total received as of 2/5/15 \$2,138,865.

***Estimate from ODF Projection dated 2/11/15.

CLATSOP COUNTY OWNED MOTOR VEHICLES								
Department		Make / Year		Model	Last Odometer Reading	Current Odometer Reading	Current Year Miles	
4-H & Extension		Chev	1995	Pickup	113,173	114,310	1,137	
		Toyota	2011	Sienna	34,347	41,728	7,381	
Animal Control		Chev	2015	Silverado	0	2,984	2,984	
		Dodge	2007	4x4 Pick-up	86,010	93,176	7,166	
Assessor	E225080	Chev	2003	Impala	66,133	69,083	2,950	
	E222401	Chev	2001	Lumina	69,418	73,471	4,053	
	E219275	Chev	2001	Lumina	58,506	62,999	4,493	
	E263616	Ford	2014	Explorer 4x4	100	6,901	6,801	
	E225079	Toyota	2015	Rav 4	10	1,470	1,460	
Building & Grounds								
		E169219	Chev	2002	1/2 Ton Van	52,742	53,800	1,058
		E184022	Chev	1992	S10 Pickup	83,966	84,153	187
Community Development								
Building Codes	E228554	Dodge	2004	Dakota P.U.	161,025	168,913	7,888	
Building Codes	E228555	Ford	2004	Crown Victoria	79,679	84,691	5,012	
Building Codes	E237459	Dodge	2006	Dakota P.U.	86,608	101,618	15,010	
District Attorney		Ford	1996	Crown Victoria	167,811	172,330	4,519	
		VBG383	Ford	2001	Crown Victoria	156,464	163,141	6,677
		E243325	Dodge	2008	Durango	115,003	119,660	4,657
Emergency Mgmt								
		Chev	2007	Impala	74,726	80,088	5,362	
Juvenile		Dodge	2000	Ram Van	66,023	68,096	2,073	
		Dodge	2000	Caravan	61,976	67,286	5,310	
		Subaru	1999	Brighton	88,693	91,474	2,781	
		Chev	2014	Impala	3,627	19,067	15,440	
Parks		Ford	2010	Pickup F250	82,900	99,644	16,744	
		Ford	1998	Pickup F150	83,492	91,492	8,000	
		Ford	1992	Pickup F250	165,038	165,334	296	
		Kioti	1994	Tractor	1,466	1,522	56	
		Maxey	1995	Trailer	n/a	n/a	n/a	
Parole & Probation								
	E210855	Chev	1999	Lumina	98,047	102,337	4,290	
	E229944	Chev	2004	Tahoe	110,781	121,166	10,385	
	E237487	Dodge	2007	Durango	78,872	88,638	9,766	
	E187578	Ford	2006	Crown Victoria	111,016	115,603	4,587	
	E236820	Chev	2005	Impala	102,843	111,006	8,163	
	E253271	Chev	2014	Tahoe	0	315	315	
	E263068	Dodge	2014	Charger	0	1,848	1,848	
Public Health	E263073	Chev	2012	Equinox	25,819	29,930	4,111	
	E237462	Dodge	2007	Van/Teal	27,551	30,521	2,970	
	E174637	Toyota	2000	Corolla/silver	111,163	114,820	3,657	
	E227614	Toyota	2004	Corolla/red	77,819	85,825	8,006	
	E186830	Toyota	2000	Corolla/beige	94,995	99,639	4,644	
Surveyor		Dodge	1992	Pickup	47,894	48,955	1,061	

PUBLIC WORKS DEPARTMENT VEHICLE/EQUIPMENT LIST

Department/ Vehicle Number	Make / Year	Model	Last Year Odometer	Current Odometer	Current Year Miles	M-Miles H-Hours
Public Works Vehicles						
90-193	Chevrolet 1990	Flatbed Truck	99,632	101,142	1,510	M
98-238	Ford 1998	Crew Van	34,913	36,044	1,131	M
00-246	Ford 2000	Pickup	99,632	103,447	3,815	M
01-245	Dodge 2001	Pickup	97,632	100,110	2,478	M
02-249	Ford 2002	Crew Cab Pickup	47,021	51,915	4,894	M
03-261	Ford 2003	Flatbed Pickup	78,626	83,764	5,138	M
03-262	Ford 2003	Flatbed Pickup	88,209	94,146	5,937	M
04-263	Ford 2004	Flatbed Pickup	91,180	100,389	9,209	M
05-268	Ford 2005	F750 Shop Truck	45,077	50,161	5,084	M
05-269	Chevrolet 2006	3/4 Ton Pickup	121,348	132,028	10,680	M
05-270	Chevrolet 2006	3/4 Ton Pickup	69,598	78,211	8,613	M
07-272	Ford 2007	Pickup	67,162	72,864	5,702	M
07-274	Chevrolet 2007	1/2 ton Pickup	48,571	51,934	3,363	M
08-275	Ford 2008	1Ton PU	50,177	58,159	7,982	M
09-278	Ford 2009	1 Ton x cab	65,619	86,203	20,584	M
09-279	Chevrolet 2009	Colorado PU	22,578	24,440	1,862	M
12-289	Ford 2012	Pickup	24,298	39,226	14,928	M
12-290	Ford 2012	Pickup	16,990	25,604	8,614	M
12-293	Ford 2013	F150 Pickup	838	5,710	4,872	M
Public Works Equipment						
52-007	Bors Retort 1952	Circulator	n/a	n/a	n/a	
64-105	Beall 1964	Asphalt Tank	n/a	n/a	n/a	
77-144	Gard 1977	Rotary Comp	332	341	9	H
78-191	BMC 1978	Hydra Hammer	2,028	2,090	62	H
86-173	Etnyre 1986	Asphalt Dist	27,965	27,965	0	M
89-188	CAT 1989	926E Wheel Loader	4,013	4,124	111	H
89-192	Inger Rand 1989	PneuRoller	2,565	2,623	58	H
90-200	Brush Bandit 1990	Chopper	2,573	2,656	83	H
92-205	CAT 1992	D4H	3,759	3,823	64	H
92-206	Chevrolet 1992	Spray Truck	60,574	63,760	3,186	M
92-211	1992	Bridge Truck	47,542	48,688	1,146	M
93-214	CAT 1993	Vibratory Compactor	2,359	2,434	75	H
93-216	Vanraden 1993	10 YD Trailer	n/a	n/a	n/a	
93-247	Eager Beaver 1993	Trailer	n/a	n/a	n/a	
94-222	CAT 1994	Tool Carrier Loader	3,221	3,414	193	H
94-224	Peterbilt 1994	Water Truck	1,467	1,731	264	H
94-223	CAT 1994	Tool Carrier Loader	3,271	3,424	153	H
94-225	PB GMC 1994	6 yd Dumptruck	113,326	114,253	927	M
95-226	Etnyre 1995	Chip Spreader	1,182	1,220	38	H
96-227	CAT 1996	140G Grader	8,553	8,930	377	H
98-257	Vactor 1998	Catch Basin Truck	5,562	5,638	76	H
98-228	PB 1998	10 Yd Dumptruck	3,733	4,448	715	H
98-229	Vanraden 1998	10 YD Trailer	n/a	n/a	n/a	
98-230	Peterbilt 1998	10 Yd Dumptruck	318,426	335,030	16,604	M
98-231	Vanraden 1998	10 YD Trailer	n/a	n/a	n/a	
98-232	Peterbilt 1998	10 Yd Dumptruck	273,473	289,130	15,657	M

Department/ Vehicle Number	Make / Year	Model	Last Year Odometer	Current Odometer	Current Year Miles	M-Miles H-Hours
Public Works Equipment						
98-233	Vanraden 1998	10 YD Trailer	n/a	n/a	n/a	
98-237	DynaWeld 1998	Flatbed Trailer	n/a	n/a	n/a	
98-241	John Deere 1998	624H Loader	2,649	2,745	96	H
99-242	GMC 1999	6 yd Dumptruck	59,962	61,390	1,428	M
99-243	Gradall 1999	XL4100	5,628	5,732	104	H
99-244	GMC 1999	Aerial Lift	3,823	4,106	283	H
00-281	Etnyre 2000	Low Boy	n/a	n/a	n/a	
00-283	Rway 2000	Belly Dump Trailer	n/a	n/a	n/a	
01-277	Forklift 2001	9,000 LB	927	999	72	H
02-248	Ford 2002	Sign Pickup	136,645	141,389	4,744	M
02-250	GMC 2002	6 YD Dump Truck	63,623	67,260	3,637	M
02-251	GMC 2002	6 YD Dump Truck	51,093	54,660	3,567	M
02-252	Case 2002	Brush Chopper	3,980	4,240	260	H
02-253	Case 2002	Brush Chopper	4,645	5,036	391	H
02-254	Bowie 2002	Hay Mulcher	229	255	26	H
02-255	Ingersoll 2002	10 Ton Compactor/Roller	1,028	1,116	88	H
02-256	Johnston 2002	Vac Sweeper	4,076	4,276	200	H
02-258	Ingersoll 2002	Base Comp	4,552	4,900	348	H
02-259	HTC 2002	Shoulder Machine	606	721	115	H
03-265	Gradall 2003	XL4100	6,223	6,710	487	H
04-264	Tow Master 2004	Ramp Trailer	n/a	n/a	n/a	
04-285	Wilson 2004	Custom Build Trailer	n/a	n/a	n/a	
05-266	Peterbilt 2005	10 YD Dump Truck	108,624	119,718	11,094	M
05-267	Peterbilt 2005	10 YD Dump Truck	101,493	111,630	10,137	M
06-271	Waldon 2006	Power Broom	942	1,580	638	H
06-273	IT 14 2006	Scoop	2,512	2,810	298	H
06-280	Case 2006	Excavator	2,704	3,072	368	H
06-284	FreightLiner 2006	Bear Cat Distributor	231,669	233,982	2,313	M
07-282	International 2007	Tractor	100,009	108,116	8,107	M
08-276	Trailer 2008	Flatbed Trailer	n/a	n/a	n/a	
11-287	John Deer 2011	Brush Chopper	1,120	1,610	490	H
12-286	Ford 2012	F450 Dump	19,733	24,405	4,672	M
12-288	Ford 2012	HD Dump	4,715	23,875	19,160	M
12-291	John Deere 2012	Loader	13,300	13,876	576	H
12-292	Dynapac 2013	Compactor	21	224	203	H
14-294	Ford 2014	F450 Sign Truck	0	4,970	4,970	M
14-295	Ford 2014	F450 HD	0	6,730	6,730	M
15-296	Bear Cat 2015	Distributor	0	2,783	2,783	M
15-298	John Deer 2015	Grader	0	21	21	H

SHERIFF'S OFFICE VEHICLE LIST

#	Make	Year	Model	License	Dept.	Last Odom.	Current Odom.	Current Miles
4	Ziema	2003	ATV Trailer		SAR	NA	NA	NA
5	Bombardier	2003	ATV		SAR	NA	NA	NA
6	Can-Am	2010	Outlander ATV		Forest	NA	NA	NA
7	GMC	1999	Pickup	E215069	SAR	29,403	30,488	1,085
8	ASM BI	1999	Trailer	E210861	Work Crew	NA	NA	NA
9	Chevrolet	1998	Pickup	E213141	SAR	29,358	30,034	676
10	Ford	2008	F5D Crew Truck	E243307	Work Crew	77,131	84,353	7,222
11	EGLIR	2004	Utility Trailer		Work Crew	NA	NA	NA
12	Chevrolet	2011	AWD Van	E252901	Corrections	74,000	102,349	28,349
13	Bombardier	2002	ATV		SAR	NA	NA	NA
14	Wells Cargo	1993	Trailer		SAR	NA	NA	NA
16	Chevrolet	1996	Suburban	E197843	SAR	30,540	31,560	1,020
17	Chevrolet	2004	Suburban	E228573	SAR	25,893	28,050	2,157
20	North River	2001	Jet Boat	367XCX	Marine	NA	NA	NA
22	EZ Loader	2001	Boat Trailer	E238068	Marine	NA	NA	NA
23	North River	2008	RAIV	407XCX	Marine	NA	NA	NA
24	EZ Loader	2008	Boat Trailer		Marine	NA	NA	NA
25	Smokercraft	2009	Alaskan DLX	E408XCX	Marine	NA	NA	NA
26	Chevrolet	2014	K2500 Crew Cab	E257085	Marine	2,524	13,265	10,741
28	Valco	1975	14' Boat	E135XCX	Marine	NA	NA	NA
39	Chevrolet	2006	Monte Carlo	Classified	DTF	40,252	41,687	1,435
43	Reserve	2004	Ford F250	E338695	Criminal	92,046	102,046	10,000
46	Ford	2003	Van	E225090	Corrections	158,127	165,156	7,029
47	Dodge	2014	Charger	E263069	Criminal	0	3,860	3,860
48	Dodge	2014	Charger	E263038	Criminal	0	3,056	3,056
49	Chevrolet	2015	K2500 Crew Cab	E229938	Criminal	0	12,827	12,827
50	Ford	2004	F250	E227621	Marine	137,000	149,097	12,097
52	Chevrolet	2014	Tahoe	E262698	Criminal	150	19,982	19,832
53	Ford	2006	Crown Victoria	E235075	Corrections	187,283	197,283	10,000
54	Dodge	2012	Charger	E257063	Criminal	32,765	54,461	21,696
55	Chevrolet	2012	Tahoe	E257062	Criminal	33,380	54,756	21,376
56	Chevrolet	2005	K1500 Pick-up	E228931	Criminal	103,189	117,503	14,314
59	Chevrolet	2005	Impala	E202582	Criminal	138,409	149,099	10,690
60	Chevrolet	2005	Impala	013BSJ	Corrections	74,621	79,442	4,821
62	Chevrolet	2005	Tahoe	Classified	Detective	116,842	127,322	10,480
63	Chevrolet	2005	Astro Van	Classified	Task Force	35,817	42,622	6,805
66	Chevrolet	2007	K-2500 pick-up	E237461	Marine	100,000	110,665	10,665
68	Dodge	2007	Magnum	E237467	Criminal	122,500	136,257	13,757
71	Dodge	2010	Charger	E243320	Criminal	58,915	76,738	17,823
74	Dodge	2008	Durango	E234423	Criminal	98,111	104,687	6,576

SHERIFF'S OFFICE VEHICLE LIST								
#	Make	Year	Model	License	Dept.	Last Odom.	Current Odom.	Current Miles
75	Chevrolet	2008	K-1500 pick-up	E248721	Criminal	125,000	150,000	25,000
76	Dodge	2008	Charger	E248730	Criminal	101,900	120,945	19,045
77	Dodge	2009	Charger	E248729	Criminal	92,516	112,147	19,631
78	Dodge	2009	Charger	E248747	Criminal	106,530	127,374	20,844
79	Dodge	2009	Charger	E248746	Criminal	108,545	130,776	22,231
80	Dodge	2009	Charger	E248748	Criminal	116,606	137,738	21,132
81	Chevrolet	2009	K1500 Pick-up	E250660	Criminal	159,689	185,224	25,535
82	Chevrolet	2006	K-2500 pick-up	002BSJ	Criminal	103,841	110,951	7,110
84	Chevrolet	2001	Tahoe	Classified	DTF	156,141	156,400	259
85	Ford	2014	F350	E262080	Corrections	0	1,186	1,186
86	Dodge	2009	Dodge	E250697	Criminal	61,500	78,310	16,810
88	Chevrolet	2014	Tahoe	E257090	Criminal	0	27,557	27,557
89	Chevrolet	2011	Tahoe	895BRH	Sheriff	55,035	70,601	15,566
90	GMC	1998	Pickup	E205625	SAR	118,373	118,911	538
94	Nissan	2010	Altima	Classified	DTF	71,144	84,469	13,325
95	Dodge	2011	Charger	E252927	Criminal	40,041	49,240	9,199
96	Dodge	2011	Charger	E252928	Criminal	46,201	66,032	19,831
97	Dodge	2011	Charger	E252929	Criminal	48,010	65,881	17,871

F.T.E. by Fund

Fund	Organizational Unit	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
001	General							
	Animal Control	2.80	2.80	2.80	2.80	2.80	2.80	2.80
	Approp. For Contingency 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Assessment & Taxation	15.00	14.50	13.50	14.50	14.50	14.50	14.50
	Board Of Commissioners	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Brd of Property Tax Appeal	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Budget & Finance	3.63	4.53	4.50	4.00	4.00	4.00	4.00
	Building & Grounds	5.30	5.40	4.46	4.40	4.40	4.40	4.40
	Clerk - Admin. & Elections	2.60	2.60	2.60	2.60	2.60	2.60	2.60
	Clerk - Records	1.90	1.90	1.90	1.90	1.90	1.90	1.90
	Corrections	23.00	23.00	23.00	24.00	24.00	24.00	24.00
	Corrections Workcrew	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	County Counsel	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	County Manager	3.35	2.28	2.33	2.33	2.33	2.33	2.33
	County Tourism	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Discretionary Revenue	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	District Attorney	15.90	15.89	15.89	15.89	15.89	15.89	15.89
	Dues & Special Assessments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Emergency Management	1.90	1.90	1.90	1.90	1.90	1.90	1.90
	Human Resources	2.20	2.20	2.13	2.13	2.13	2.13	2.13
	Information Systems	6.15	5.15	5.15	5.65	5.65	5.65	5.65
	Jail Nurse	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Juvenile Department	5.05	5.35	6.57	6.58	6.58	6.58	6.58
	Medical Examiner	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Parks Maintenance	1.70	1.70	1.72	1.70	1.70	1.70	1.70
	Planning Division	4.35	4.30	4.60	4.85	4.85	4.85	4.85
	Property Management	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Sheriff Criminal Division	22.20	21.90	22.40	24.40	24.40	24.40	24.40
	Sheriff Support Division	5.10	4.50	4.50	4.50	4.50	4.50	4.50
	Surveyor	0.95	0.95	0.97	0.95	0.95	0.95	0.95
	Transfers To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 001	128.08	125.85	125.91	130.07	130.07	130.07	130.07

F.T.E. by Fund

Fund	Organizational Unit	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
002	General Roads							
	Approp. For Contingency 2	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Road Admin. And Support	4.66	5.60	5.60	5.60	5.60	5.60	5.60
	Road Maint & Construction	23.85	23.70	22.70	22.70	22.70	22.70	22.70
	Total for Fund: 002	28.51	29.30	28.30	28.30	28.30	28.30	28.30
004	County Clerk Records							
	County Clerk Records	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 004	0.00	0.00	0.00	0.00	0.00	0.00	0.00
005	Rural Law Enforcement District							
	Sheriff Rural Law Enf Dis	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 005	0.00	0.00	0.00	0.00	0.00	0.00	0.00
007	Public Health							
	Approp. For Contingency 7	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Babies First	0.81	0.90	0.90	0.85	0.85	0.85	0.85
	Chronic Disease Prevention	0.50	0.00	0.00	0.00	0.00	0.00	0.00
	Community Health	2.25	2.95	2.95	3.10	3.10	3.10	3.10
	Diabetes Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Emergency Preparedness	0.60	0.60	0.60	0.55	0.55	0.55	0.55
	Environmental Health	2.30	1.92	2.10	2.25	2.25	2.25	2.25
	Family Planning	2.60	2.10	2.20	1.78	1.78	1.78	1.78
	HHS Jail Nurse	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	HIV Block Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Household Hazardous Waste	0.00	0.09	0.10	0.20	0.20	0.20	0.20
	Immunization	0.10	0.10	0.10	0.10	0.10	0.10	0.10
	Maternal & Child Health	0.50	0.50	0.50	0.45	0.45	0.45	0.45
	Medical Examiner	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Onsite Sewage Systems	0.00	0.00	0.90	1.40	1.40	1.40	1.40
	Ryan White Fund Grant	0.20	0.00	0.00	0.00	0.00	0.00	0.00
	Tobacco Prevention	0.55	0.55	0.55	0.60	0.60	0.60	0.60
	W I C Program	2.70	2.70	2.70	2.70	2.70	2.70	2.70
	Total for Fund: 007	13.11	12.40	13.60	13.98	13.98	13.98	13.98
009	Child Support							
	Child Support	2.10	2.11	2.11	2.11	2.11	2.11	2.11
	Total for Fund: 009	2.10	2.11	2.11	2.11	2.11	2.11	2.11

F.T.E. by Fund

Fund	Organizational Unit	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
018	Juvenile Detention Center							
	Juvenile Detention Center	7.00	7.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 018	7.00	7.00	0.00	0.00	0.00	0.00	0.00
020	Juvenile Crime Prevention							
	Juv Crime Prevention	1.33	1.33	1.33	0.33	0.33	0.33	0.33
	Total for Fund: 020	1.33	1.33	1.33	0.33	0.33	0.33	0.33
021	Commission on Child & Families							
	Comm. on Children & Fam	0.80	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 021	0.80	0.00	0.00	0.00	0.00	0.00	0.00
024	Parole & Probation Division							
	Parole & Probation Division	10.00	9.50	10.60	10.60	10.60	10.60	10.60
	Total for Fund: 024	10.00	9.50	10.60	10.60	10.60	10.60	10.60
027	Marine Patrol							
	Marine Patrol	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Total for Fund: 027	2.00	2.00	2.00	2.00	2.00	2.00	2.00
030	Drug Task Force							
	Drug Task Force	1.00	1.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 030	1.00	1.00	0.00	0.00	0.00	0.00	0.00
033	Mental Health Grants							
	Developmental Disabilities	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Drug & Alcohol Prevention	1.52	1.52	1.42	1.56	1.56	1.56	1.56
	Drug & Alcohol Treatment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Mental Health	0.30	0.20	0.28	0.28	0.28	0.28	0.28
	Total for Fund: 033	1.82	1.72	1.70	1.84	1.84	1.84	1.84
036	Building Codes							
	Building Codes	4.20	4.20	4.20	4.15	4.15	4.15	4.15
	Total for Fund: 036	4.20	4.20	4.20	4.15	4.15	4.15	4.15
039	Clatsop County Fisheries							
	Clatsop County Fisheries	6.59	6.40	6.42	6.40	6.40	6.40	6.40
	Total for Fund: 039	6.59	6.40	6.42	6.40	6.40	6.40	6.40
100	Capital Projects							
	Fleet Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Special Projects	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 100	0.00	0.00	0.00	0.00	0.00	0.00	0.00

F.T.E. by Fund

Fund	Organizational Unit	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
102 General Roads Eq Replace								
	Equipment Replacement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 102	0.00	0.00	0.00	0.00	0.00	0.00	0.00
105 Insurance Reserve								
	Insurance Reserve	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 105	0.00	0.00	0.00	0.00	0.00	0.00	0.00
120 Land Corner Preservation								
	Surveyor - Land Corner 120	0.25	0.25	0.25	0.25	0.25	0.25	0.25
	Total for Fund: 120	0.25	0.25	0.25	0.25	0.25	0.25	0.25
140 Jail Commissary Fund								
	Jail Commissary	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 140	0.00	0.00	0.00	0.00	0.00	0.00	0.00
150 Fair Board								
	Fair General Operation	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Total for Fund: 150	3.00	3.00	3.00	3.00	3.00	3.00	3.00
205 Child Custody Mediation & Drug Pr								
	Child Custody Mediation	0.10	0.10	0.10	0.10	0.10	0.10	0.10
	Total for Fund: 205	0.10	0.10	0.10	0.10	0.10	0.10	0.10
206 Video Lottery Fund								
	Video Lottery	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 206	0.00	0.00	0.00	0.00	0.00	0.00	0.00
208 Liquor Enforcement Fund								
	Liquor Enforcement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 208	0.00	0.00	0.00	0.00	0.00	0.00	0.00
209 Courthouse Security								
	Courthouse Security	1.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 209	1.00	0.00	0.00	0.00	0.00	0.00	0.00
225 Bike paths								
	Bike Paths	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 225	0.00	0.00	0.00	0.00	0.00	0.00	0.00
230 Law Library								
	Law Library	0.20	0.45	0.25	0.15	0.15	0.15	0.15
	Total for Fund: 230	0.20	0.45	0.25	0.15	0.15	0.15	0.15
235 Animal Shelter Donations								
	Animal Shelter Enhance.	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 235	0.00	0.00	0.00	0.00	0.00	0.00	0.00

F.T.E. by Fund

Fund	Organizational Unit	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
240	Park & Land Acq. & Maint							
	Parks & Land Acq. Maint	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 240	0.00	0.00	0.00	0.00	0.00	0.00	0.00
250	Emergency Communication							
	Emergency Communication	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 250	0.00	0.00	0.00	0.00	0.00	0.00	0.00
300	Road District #1							
	Road District #1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 300	0.00	0.00	0.00	0.00	0.00	0.00	0.00
305	State Timber Enforcement Fund							
	State Timber Enforcement	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 305	0.00	0.00	0.00	0.00	0.00	0.00	0.00
315	Carlyle Apartments							
	Carlyle Apartments	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 315	0.00	0.00	0.00	0.00	0.00	0.00	0.00
325	Industrial Development Revolving I							
	Industrial Develop.Revolving Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 325	0.00	0.00	0.00	0.00	0.00	0.00	0.00
385	Westport Sewer Serv Dist							
	Westport Sewer Service	0.35	0.35	0.26	0.00	0.26	0.26	0.26
	Total for Fund: 385	0.35	0.35	0.26	0.00	0.26	0.26	0.26
386	Westport Sewer Equip Rplc							
	Westport Sewer Equipment	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 386	0.00	0.00	0.00	0.00	0.00	0.00	0.00
395	4-H & Ext Ser Spec Dist							
	4-H & Extension	5.50	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 395	5.50	0.00	0.00	0.00	0.00	0.00	0.00
400	Debt Service Fund							
	Debt Service	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 400	0.00	0.00	0.00	0.00	0.00	0.00	0.00
405	Bond & UAL Reserve Fund							
	Bond & UAL Reserve Fund	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 405	0.00	0.00	0.00	0.00	0.00	0.00	0.00
505	Diking District #5							
	Diking District #5	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 505	0.00	0.00	0.00	0.00	0.00	0.00	0.00

F.T.E. by Fund

Fund	Organizational Unit	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
511	Diking District #11							
	Diking District #11	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 511	0.00	0.00	0.00	0.00	0.00	0.00	0.00
514	Diking District #14							
	Diking District #14	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 514	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Totals:	216.94	206.96	200.03	203.28	203.54	203.54	203.54

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
County Service Districts									
	4-H & Extension	395	5.50	0.00	0.00	0.00	0.00	0.00	0.00
	Diking District #11	511	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Diking District #14	514-0	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Diking District #5	505	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Road District #1	300	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Sheriff Rural Law Enf Dis	005	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Westport Sewer Equipment	386	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Westport Sewer Service	385	0.35	0.35	0.26	0.00	0.26	0.26	0.26
Total for: County Service Districts			5.85	0.35	0.26	0.00	0.26	0.26	0.26
Culture & Recreation									
	Fair General Operation	150	3.00	3.00	3.00	3.00	3.00	3.00	3.00
	Parks & Land Acq. Maint	240	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Parks Maintenance	001	1.70	1.70	1.72	1.70	1.70	1.70	1.70
Total for: Culture & Recreation			4.70	4.70	4.72	4.70	4.70	4.70	4.70
Economic Development & Capital									
	Clatsop County Fisheries	039	6.59	6.40	6.42	6.40	6.40	6.40	6.40
	County Tourism	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Equipment Replacement	102	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Fleet Replacement	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Industrial Develop.Revolving F	325	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Special Projects	100	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Video Lottery	206	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total for: Economic Development & Capital			6.59	6.40	6.42	6.40	6.40	6.40	6.40
General Government									
	Approp. For Contingency 1	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Assessment & Taxation	001	15.00	14.50	13.50	14.50	14.50	14.50	14.50
	Board Of Commissioners	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Bond & UAL Reserve Fund	405	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Brd of Property Tax Appeal	001	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Budget & Finance	001	3.63	4.53	4.50	4.00	4.00	4.00	4.00
	Building & Grounds	001	5.30	5.40	4.46	4.40	4.40	4.40	4.40
	Clerk - Admin. & Elections	001	2.60	2.60	2.60	2.60	2.60	2.60	2.60
	Clerk - Records	001	1.90	1.90	1.90	1.90	1.90	1.90	1.90

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
	County Clerk Records	004	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	County Counsel	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	County Manager	001	3.35	2.28	2.33	2.33	2.33	2.33	2.33
	Debt Service	400	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Discretionary Revenue	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Dues & Special Assessments	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Human Resources	001	2.20	2.20	2.13	2.13	2.13	2.13	2.13
	Information Systems	001	6.15	5.15	5.15	5.65	5.65	5.65	5.65
	Insurance Reserve	105	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Property Management	001	0.50	0.50	0.50	0.50	0.50	0.50	0.50
	Transfers To Other Funds	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total for: General Government			41.13	39.56	37.56	38.50	38.50	38.50	38.50
Land Use, Housing & Transportati									
	Approp. For Contingency 2	002	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Bike Paths	225	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Building Codes	036	4.20	4.20	4.20	4.15	4.15	4.15	4.15
	Carlyle Apartments	315	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Planning Division	001	4.35	4.30	4.60	4.85	4.85	4.85	4.85
	Road Admin. And Support	002	4.66	5.60	5.60	5.60	5.60	5.60	5.60
	Road Maint & Construction	002	23.85	23.70	22.70	22.70	22.70	22.70	22.70
	Surveyor	001	0.95	0.95	0.97	0.95	0.95	0.95	0.95
	Surveyor - Land Corner 120	120	0.25	0.25	0.25	0.25	0.25	0.25	0.25
or: Land Use, Housing & Transportation			38.26	39.00	38.32	38.50	38.50	38.50	38.50
Public Health									
	Approp. For Contingency 7	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Babies First	007	0.81	0.90	0.90	0.85	0.85	0.85	0.85
	Chronic Disease Prevention	007	0.50	0.00	0.00	0.00	0.00	0.00	0.00
	Comm. on Children & Fam	021	0.80	0.00	0.00	0.00	0.00	0.00	0.00
	Community Health	007	2.25	2.95	2.95	3.10	3.10	3.10	3.10
	Developmental Disabilities	033	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Diabetes Grant	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Drug & Alcohol Prevention	033	1.52	1.52	1.42	1.56	1.56	1.56	1.56
	Drug & Alcohol Treatment	033	0.00	0.00	0.00	0.00	0.00	0.00	0.00

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
	Emergency Preparedness	007	0.60	0.60	0.60	0.55	0.55	0.55	0.55
	Environmental Health	007	2.30	1.92	2.10	2.25	2.25	2.25	2.25
	Family Planning	007	2.60	2.10	2.20	1.78	1.78	1.78	1.78
	HHS Jail Nurse	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	HIV Block Grant	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Household Hazardous Waste	007	0.00	0.09	0.10	0.20	0.20	0.20	0.20
	Immunization	007-0	0.10	0.10	0.10	0.10	0.10	0.10	0.10
	Maternal & Child Health	007	0.50	0.50	0.50	0.45	0.45	0.45	0.45
	Medical Examiner	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Mental Health	033	0.30	0.20	0.28	0.28	0.28	0.28	0.28
	Onsite Sewage Systems	007	0.00	0.00	0.90	1.40	1.40	1.40	1.40
	Ryan White Fund Grant	007	0.20	0.00	0.00	0.00	0.00	0.00	0.00
	Tobacco Prevention	007	0.55	0.55	0.55	0.60	0.60	0.60	0.60
	W I C Program	007	2.70	2.70	2.70	2.70	2.70	2.70	2.70
Total for: Public Health			15.73	14.12	15.30	15.82	15.82	15.82	15.82
Public Safety & Justice									
	Animal Control	001	2.80	2.80	2.80	2.80	2.80	2.80	2.80
	Animal Shelter Enhance.	235	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Child Custody Mediation	205	0.10	0.10	0.10	0.10	0.10	0.10	0.10
	Child Support	009	2.10	2.11	2.11	2.11	2.11	2.11	2.11
	Corrections	001	23.00	23.00	23.00	24.00	24.00	24.00	24.00
	Corrections Workcrew	001	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Courthouse Security	209	1.00	0.00	0.00	0.00	0.00	0.00	0.00
	District Attorney	001	15.90	15.89	15.89	15.89	15.89	15.89	15.89
	Drug Task Force	030	1.00	1.00	0.00	0.00	0.00	0.00	0.00
	Emergency Communication	250	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Emergency Management	001	1.90	1.90	1.90	1.90	1.90	1.90	1.90
	Jail Commissary	140	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Jail Nurse	001	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Juv Crime Prevention	020	1.33	1.33	1.33	0.33	0.33	0.33	0.33
	Juvenile Department	001	5.05	5.35	6.57	6.58	6.58	6.58	6.58
	Juvenile Detention Center	018	7.00	7.00	0.00	0.00	0.00	0.00	0.00
	Law Library	230	0.20	0.45	0.25	0.15	0.15	0.15	0.15

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
	Liquor Enforcement	208	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Marine Patrol	027	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Medical Examiner	001	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Parole & Probation Division	024	10.00	9.50	10.60	10.60	10.60	10.60	10.60
	Sheriff Criminal Division	001	22.20	21.90	22.40	24.40	24.40	24.40	24.40
	Sheriff Support Division	001	5.10	4.50	4.50	4.50	4.50	4.50	4.50
	State Timber Enforcement	305	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total for: Public Safety & Justice			104.68	102.83	97.45	99.36	99.36	99.36	99.36
Totals:			216.94	206.96	200.03	203.28	203.54	203.54	203.54

	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2015											
3			range	union	hours/week	O/T Eligible						
							MINIMUM		STEPS		MAXIMUM	HOURLY RATE
4							A	B	C	D	E	STEP A
5	TITLE											
6	ACCOUNTANT I	13	A	3	Y	\$ 3,304.93	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 20.34	\$ 24.72
7	ACCOUNTANT II	14	A	4	Y	\$ 3,701.78	\$ 3,886.85	\$ 4,081.20	\$ 4,285.26	\$ 4,499.53	\$ 21.36	\$ 25.96
8	ADMINISTRATIVE SUPPORT III	7	A	3	Y	\$ 2,466.18	\$ 2,589.50	\$ 2,718.98	\$ 2,854.90	\$ 2,997.67	\$ 15.18	\$ 18.45
9	ADMINISTRATIVE SUPPORT IV	9	A	3	Y	\$ 2,718.99	\$ 2,854.91	\$ 2,997.68	\$ 3,147.56	\$ 3,304.93	\$ 16.73	\$ 20.34
10	ANIMAL CONTROL OFFICER	12	A	3	Y	\$ 3,147.59	\$ 3,304.95	\$ 3,470.20	\$ 3,643.72	\$ 3,825.90	\$ 19.37	\$ 23.54
11	BUILDING INSPECTOR I	20	A	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
12	CARTOGRAPHER	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
13	CARTOGRAPHER TRAINEE	10	A	3	Y	\$ 2,854.89	\$ 2,997.66	\$ 3,147.54	\$ 3,304.91	\$ 3,470.17	\$ 17.57	\$ 21.35
14	CARTOGRAPHER, SENIOR	17	A	3	Y	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 4,650.44	\$ 4,882.96	\$ 24.72	\$ 30.05
15	CHILD SUPPORT AGENT I	13	A	3	Y	\$ 3,304.93	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 20.34	\$ 24.72
16	CHILD SUPPORT AGENT II	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
17	CODE COMPLIANCE SPECIALIST	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
18	CUSTODIAN	7	A	4	Y	\$ 2,631.48	\$ 2,763.05	\$ 2,901.22	\$ 3,046.27	\$ 3,198.58	\$ 15.18	\$ 18.45
19	ELECTIONS TECHNICIAN	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
20	ELECTRICAL INSPECTOR	20	A	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
21	ENGINEERING TECH - LEAD WORKER	21	A	4	Y	\$ 5,126.78	\$ 5,383.11	\$ 5,652.28	\$ 5,934.90	\$ 6,231.63	\$ 29.58	\$ 35.95
22	ENGINEERING TECHNICIAN I	17	A	4	Y	\$ 4,285.17	\$ 4,499.42	\$ 4,724.38	\$ 4,960.60	\$ 5,208.63	\$ 24.72	\$ 30.05
23	ENGINEERING TECHNICIAN II	18	A	4	Y	\$ 4,499.42	\$ 4,724.38	\$ 4,960.60	\$ 5,208.63	\$ 5,469.07	\$ 25.96	\$ 31.55
24	ENGINEERING TECHNICIAN III	20	A	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
25	ENVIRONMENTAL HEALTH SPEC I	13	A	3	Y	\$ 3,304.93	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 20.34	\$ 24.72
26	ENVIRONMENTAL HEALTH SPEC II	20	A	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
27	EQUIPMENT SERVICER	RD5	A	4	Y	\$ 19.03	\$ 20.01	\$ 21.00	\$ 22.04	\$ 23.15	---	---
28	FISHERIES BIOLOGICAL AIDE	13	A	3	Y	\$ 3,304.93	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 20.34	\$ 24.72
29	FISHERIES BIOLOGIST	14	A	3	Y	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 4,218.03	\$ 21.36	\$ 25.96
30	GIS COORDINATOR/ANALYST	20	A	3	Y	\$ 4,650.16	\$ 4,882.64	\$ 5,126.78	\$ 5,383.11	\$ 5,652.30	\$ 28.62	\$ 34.78
31	GIS/PROJECT PLANNER	20	1	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
32	HEALTH PROMOTION SPECIALIST	18	A	3	Y	\$ 4,218.04	\$ 4,428.94	\$ 4,650.43	\$ 4,882.94	\$ 5,127.06	\$ 25.96	\$ 31.55
33	HELP DESK TECHNICIAN	14	A	3	Y	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 4,218.03	\$ 21.36	\$ 25.96
34	JUVENILE PROBATION COUNSELOR	18	A	3	Y	\$ 4,218.04	\$ 4,428.94	\$ 4,650.43	\$ 4,882.94	\$ 5,127.06	\$ 25.96	\$ 31.55
35	JUVENILE PROB. COUNSELOR LEAD	20	A	3	Y	\$ 4,650.16	\$ 4,882.64	\$ 5,126.78	\$ 5,383.11	\$ 5,652.30	\$ 28.62	\$ 34.78
36	JUVENILE PREVENTION SPECIALIST	9	A	3	Y	\$ 2,718.99	\$ 2,854.91	\$ 2,997.68	\$ 3,147.56	\$ 3,304.93	\$ 16.73	\$ 20.34
37	MAINTENANCE ASSISTANT	13	A	4	Y	\$ 3,526.05	\$ 3,702.36	\$ 3,887.47	\$ 4,081.84	\$ 4,285.94	\$ 20.34	\$ 24.72
38	MAINTENANCE ASSISTANT I	9	A	4	Y	\$ 2,900.24	\$ 3,045.25	\$ 3,197.54	\$ 3,357.40	\$ 3,525.27	\$ 16.73	\$ 20.34

	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2015											
					O/T Eligible	MINIMUM		STEPS		MAXIMUM	HOURLY RATE	
	TITLE	range	union	hours/week		A	B	C	D	E	STEP A	TOP STEP
39	MAINTENANCE ASST/PARK RANGER	9	A	4	Y	\$ 2,900.24	\$ 3,045.25	\$ 3,197.54	\$ 3,357.40	\$ 3,525.27	\$ 16.73	\$ 20.34
40	MECHANIC	RD8	A	4	Y	\$ 22.02	\$ 23.13	\$ 24.27	\$ 25.49	\$ 26.76	---	---
41	MEDICAL ASSISTANT	9	A	3	Y	\$ 2,718.99	\$ 2,854.91	\$ 2,997.68	\$ 3,147.56	\$ 3,304.93	\$ 16.73	\$ 20.34
42	NETWORK ADMINISTRATOR	20	A	3	Y	\$ 4,650.16	\$ 4,882.64	\$ 5,126.78	\$ 5,383.11	\$ 5,652.30	\$ 28.62	\$ 34.78
43	NUTRITION (WIC) AIDE/Admin Support IV	9	A	3	Y	\$ 2,718.99	\$ 2,854.91	\$ 2,997.68	\$ 3,147.56	\$ 3,304.93	\$ 18.44	\$ 20.34
44	NUTRITIONIST, REGISTERED	14	A	3	Y	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 4,218.03	\$ 21.36	\$ 25.96
45	PERMIT TECHNICIAN	13	A	4	Y	\$ 3,526.05	\$ 3,702.36	\$ 3,887.47	\$ 4,081.84	\$ 4,285.94	\$ 20.34	\$ 24.73
46	PLANNER	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
47	PLANNER, SENIOR	20	A	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
48	PLANNING TECHNICIAN	13	A	3	Y	\$ 3,304.93	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 20.34	\$ 24.72
49	PROGRAMMER ANALYST	20	A	3	Y	\$ 4,650.16	\$ 4,882.64	\$ 5,126.78	\$ 5,383.11	\$ 5,652.30	\$ 28.62	\$ 34.78
50	PROPERTY APPRAISER I	14	A	3	Y	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 4,218.03	\$ 21.36	\$ 25.96
51	PROPERTY APPRAISER II	17	A	3	Y	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 4,650.44	\$ 4,882.96	\$ 24.72	\$ 30.05
52	PROPERTY APPRAISER, SENIOR	19	A	3	Y	\$ 4,428.96	\$ 4,650.43	\$ 4,882.94	\$ 5,127.06	\$ 5,383.42	\$ 27.26	\$ 33.13
53	PROP.MGMT.SPEC/PERS.PROP.SPEC	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
54	ROAD MAINT. WORKER	RD7	A	4	Y	\$ 21.02	\$ 22.07	\$ 23.18	\$ 24.34	\$ 25.55	---	---
55	ROAD MAINT. WORKER TRAINEE	RD5	A	4	Y	\$ 19.03	\$ 20.01	\$ 21.00	\$ 22.04	\$ 23.15	---	---
56	STAFF ASSISTANT	11	A	3	Y	\$ 2,997.70	\$ 3,147.57	\$ 3,304.94	\$ 3,470.19	\$ 3,643.72	\$ 18.44	\$ 22.42
57	STAFF ASSISTANT Building Codes	11II	A	4	Y	\$ 3,196.73	\$ 3,356.56	\$ 3,524.40	\$ 3,700.62	\$ 3,885.65	\$ 18.44	\$ 22.42
58	SURVEY TECHNICIAN I	17	A	4	Y	\$ 4,285.17	\$ 4,499.42	\$ 4,724.38	\$ 4,960.60	\$ 5,208.63	\$ 24.72	\$ 30.05
59	SURVEY TECHNICIAN II	18	A	4	Y	\$ 4,499.42	\$ 4,724.38	\$ 4,960.60	\$ 5,208.63	\$ 5,469.07	\$ 25.96	\$ 31.55
60	SURVEY TECHNICIAN III	20	A	4	Y	\$ 4,960.67	\$ 5,208.70	\$ 5,469.15	\$ 5,742.58	\$ 6,029.74	\$ 28.62	\$ 34.78
61	TAX TECHNICIAN - A&T	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
62	VICTIM SERVICES COORDINATOR	14	A	3	Y	\$ 3,470.19	\$ 3,643.72	\$ 3,825.88	\$ 4,017.18	\$ 4,218.03	\$ 21.36	\$ 25.96
63	VICTIM SERVICES COORDINATOR-LEAD	15	A	3	Y	\$ 3,643.73	\$ 3,825.90	\$ 4,017.21	\$ 4,218.06	\$ 4,428.97	\$ 22.42	\$ 27.26
64	CHILD CARE PROVIDER	8	C	4	Y	\$ 11.00	---	---	---	---	---	---
65	DEPUTY SHERIFF, CRIM. RESERVE	12	C	4	Y	\$ 18.27	---	---	---	\$ 24.82	---	---
66	DISASTER ASSISTANCE WORKER	10	C	4	Y	\$ 11.29	---	---	---	\$ 37.09	---	---
67	PARENT EDUCATOR	15	C	4	Y	\$ 20.50	---	---	---	---	---	---
68	Secured Custody Transport/Work Crew	10	C	4	Y	\$ 17.57	---	---	---	---	---	---
69	PARK MAINT.HELPER	RD1	C1	4	Y	\$ 10.31	\$ 10.82	\$ 11.37	\$ 11.93	\$ 12.53	---	---
70	ROAD MAINT. HELPER	RD2	C1	4	Y	\$ 10.53	\$ 11.05	\$ 11.61	\$ 12.19	\$ 12.79	---	---

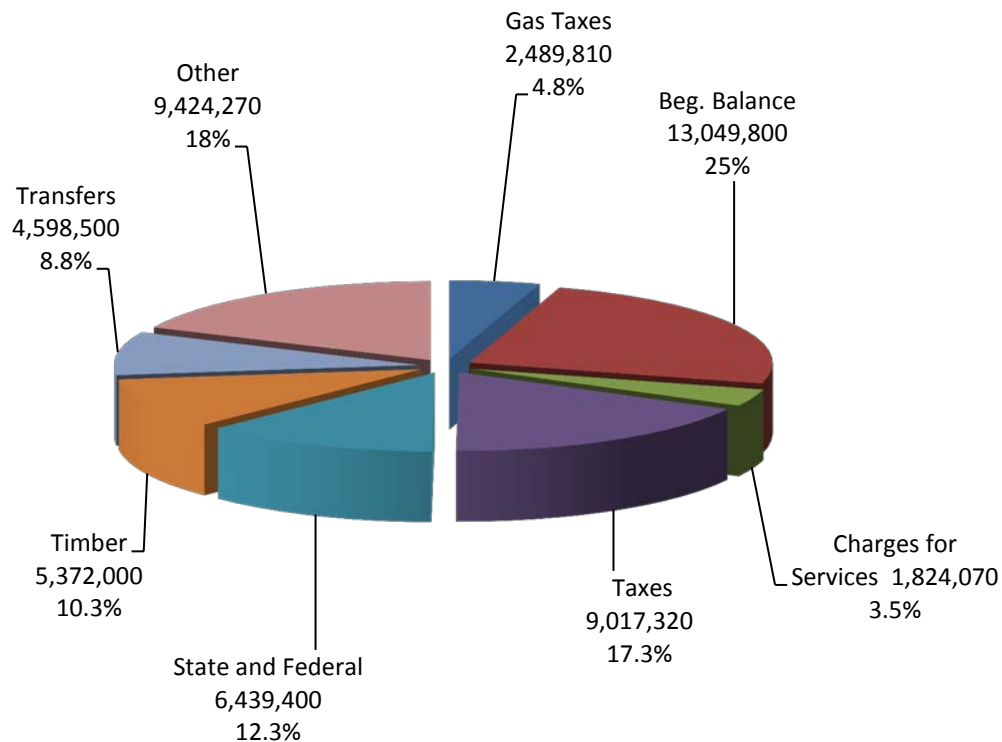
	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2015											
3	TITLE	range	union	hours/week	O/T Eligible	MINIMUM		STEPS		MAXIMUM	HOURLY RATE	
4						A	B	C	D	E	STEP A	TOP STEP
5												
71	DISTRICT ATTORNEY, DEPUTY I	1DA	DA	4	N	\$ 5,252.66	---	---	---	\$ 6,722.53	\$ 30.30	\$ 38.78
72	DISTRICT ATTORNEY, DEPUTY II	2DA	DA	4	N	\$ 5,700.03	---	---	---	\$ 7,285.55	\$ 32.88	\$ 42.03
73	DISTRICT ATTORNEY, DEPUTY III	3DA	DA	4	N	\$ 6,239.60	---	---	---	\$ 8,520.73	\$ 36.00	\$ 49.16
74	CONTROL ROOM TECHNICIAN - Corrections	10II	DS	4	Y	\$ 3,042.16	\$ 3,194.26	\$ 3,353.96	\$ 3,521.65	\$ 3,697.76	\$ 17.55	\$ 21.33
75	DEPUTY SHERIFF, Corrections	16	DS	4	Y	\$ 4,063.47	\$ 4,266.65	\$ 4,479.99	\$ 4,703.99	\$ 4,939.16	\$ 23.44	\$ 28.49
76	DEPUTY SHERIFF, Criminal	16	DS	4	Y	\$ 4,063.47	\$ 4,266.65	\$ 4,479.99	\$ 4,703.99	\$ 4,939.16	\$ 23.44	\$ 28.49
77	DEPUTY SHERIFF, SENIOR Corrections	17	DS	4	Y	\$ 4,266.68	\$ 4,480.01	\$ 4,704.03	\$ 4,939.19	\$ 5,186.16	\$ 24.61	\$ 29.92
78	DEPUTY SHERIFF, SENIOR Criminal	17	DS	4	Y	\$ 4,266.68	\$ 4,480.01	\$ 4,704.03	\$ 4,939.19	\$ 5,186.16	\$ 24.61	\$ 29.92
79	DEPUTY SHERIFF, SENIOR II	17II	DS	4	Y	\$ 4,416.00	\$ 4,636.82	\$ 4,868.65	\$ 5,112.10	\$ 5,367.71	\$ 25.48	\$ 30.97
80	PAROLE & PROBATION DEPUTY I	18	PO	4	Y	\$ 4,309.66	\$ 4,525.12	\$ 4,751.40	\$ 4,988.96	\$ 5,238.40	\$ 24.86	\$ 30.22
81	PAROLE & PROBATION DEPUTY II	20	PO	4	Y	\$ 4,751.54	\$ 4,989.13	\$ 5,238.60	\$ 5,500.51	\$ 5,775.52	\$ 27.41	\$ 33.32
82	FAMILY PLANNING CLINICAL PROVIDER	20	O	3	Y	\$ 34.57	\$ 36.30	\$ 38.11	\$ 40.02	\$ 42.03	---	---
83	PUBLIC HEALTH NURSE I	16	O	3	Y	\$ 25.79	\$ 27.07	\$ 28.42	\$ 29.86	\$ 31.35	---	---
84	PUBLIC HEALTH NURSE II	17	O	3	Y	\$ 28.44	\$ 29.87	\$ 31.37	\$ 32.92	\$ 34.57	---	---
85	PUBLIC HEALTH NURSE III	18	O	3	Y	\$ 31.35	\$ 32.90	\$ 34.55	\$ 36.27	\$ 38.09	---	---
86	ADMINISTRATIVE ASSISTANT	9	U	4	Y	\$ 3,722.95	---	---	---	\$ 4,963.93	---	---
88	ADMINISTRATIVE SERVICES SUPVR.	10	U	4	Y	\$ 3,817.72	---	---	---	\$ 5,090.29	---	---
89	ANIMAL CONTROL SUPERVISOR	10	U	4	Y	\$ 3,817.72	---	---	---	\$ 5,090.29	---	---
90	ASSESSMENT & TAXATION DIRECTOR	30	U	4	N	\$ 6,101.32	---	---	---	\$ 8,135.09	---	---
91	ASSISTANT PUBLIC WORKS DIRECTOR	29	U	4	N	\$ 5,954.15	---	---	---	\$ 7,938.86	---	---
92	BUDGET & FINANCE DIRECTOR	30	U	4	N	\$ 6,101.32	---	---	---	\$ 8,135.09	---	---
93	BUILDING OFFICIAL	27	U	4	N	\$ 5,675.48	---	---	---	\$ 7,567.30	---	---
94	CAPITAL IMPROVEMENT PROJ. MGR.	27	U	4	N	\$ 5,675.48	---	---	---	\$ 7,567.30	---	---
96	COMMUNITY DEVELOPMENT DIR.	32	U	4	N	\$ 6,412.58	---	---	---	\$ 8,550.10	---	---
97	COMMUNITY RELATIONS COORD.	6	U	4	Y	\$ 3,458.65	---	---	---	\$ 4,611.53	---	---
98	COUNTY CLERK	30	U	4	N	\$ 6,101.32	---	---	---	\$ 8,135.09	---	---
99	COUNTY ENGINEER	29	U	4	N	\$ 5,954.15	---	---	---	\$ 7,938.86	---	---
100	COUNTY SURVEYOR	23	U	4	N	\$ 5,132.40	---	---	---	\$ 6,843.20	---	---
101	DEPUTY ASSESSOR/TAX COLLECTOR	21	U	4	N	\$ 4,887.58	---	---	---	\$ 6,516.77	---	---
102	DEPUTY FINANCE DIRECTOR	22	U	4	N	\$ 5,007.40	---	---	---	\$ 6,676.53	---	---
103	DEPUTY SHERIFF, CHIEF CRIMINAL	32	U	4	N	\$ 6,412.58	---	---	---	\$ 8,550.10	---	---
104	DEPUTY SHERIFF, SERGEANT	20	U	4	Y	\$ 4,884.28	---	---	---	\$ 6,512.37	---	---

	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2015											
3	TITLE	range	union	hours/week	O/T Eligible	MINIMUM		STEPS		MAXIMUM	HOURLY RATE	
4						A	B	C	D	E	STEP A	TOP STEP
5												
105	DISTRICT ATTORNEY, CHIEF DEPUTY	35	U	4	N	\$ 6,900.95	---	---	---	\$ 9,201.26	---	---
106	EMERGENCY SERVICES COORD.	19	U	4	Y	\$ 4,767.47	---	---	---	\$ 6,356.63	---	---
107	EMERGENCY SERVICES MANAGER	21	U	4	N	\$ 4,887.58	---	---	---	\$ 6,516.77	---	---
108	ENVIRONMENTAL HEALTH SUPVR.	21	U	4	N	\$ 4,887.58	---	---	---	\$ 6,516.77	---	---
109	Executive Asst - CLERK OF THE BOARD	9	U	4	Y	\$ 3,722.95	---	---	---	\$ 4,963.93	---	---
110	FISHERIES PROJECT SUPERVISOR	16	U	4	Y	\$ 4,426.41	---	---	---	\$ 5,901.88	---	---
111	GIS/CARTOGRAPHIC PROJECT MGR	23	U	4	Y	\$ 5,132.40	---	---	---	\$ 6,843.20	---	---
112	HR ASSISTANT	6	U	4	Y	\$ 3,458.65	---	---	---	\$ 4,611.53	---	---
113	HUMAN RESOURCES MANAGER	29	U	4	N	\$ 5,954.15	---	---	---	\$ 7,938.86	---	---
114	INFORMATION SYSTEMS ANALYST	24	U	4	N	\$ 5,261.31	---	---	---	\$ 7,015.08	---	---
115	INFORMATION SYSTEMS MANAGER	29	U	4	N	\$ 5,954.15	---	---	---	\$ 7,938.86	---	---
116	JAIL COMMANDER-Lt.	27	U	4	N	\$ 5,675.48	---	---	---	\$ 7,567.30	---	---
117	JAIL NURSE SUPERVISOR	21	U	4	N	\$ 4,887.58	---	---	---	\$ 6,516.77	---	---
118	JUVENILE DETENTION SUPERVISOR	11	U	4	Y	\$ 3,913.84	---	---	---	\$ 5,218.45	---	---
119	JUVENILE DIRECTOR	31	U	4	N	\$ 6,253.70	---	---	---	\$ 8,338.26	---	---
120	MAINT. AND CUSTODIAL SUPERVISOR	13	U	4	Y	\$ 4,111.39	---	---	---	\$ 5,481.85	---	---
121	NATURAL RESOURCES MANAGER	21	U	4	N	\$ 4,887.58	---	---	---	\$ 6,516.77	---	---
122	NETWORK ADMINISTRATOR, SENIOR	24	U	4	N	\$ 5,261.31	---	---	---	\$ 7,015.08	---	---
123	PAROLE & PROBATION LIEUTENANT	27	U	4	N	\$ 5,675.48	---	---	---	\$ 7,567.30	---	---
124	PREVENTION PROGRAM COORD.	12	U	4	Y	\$ 4,009.61	---	---	---	\$ 5,346.15	---	---
125	PRINCIPAL PLANNER	28	U	4	N	\$ 5,805.71	---	---	---	\$ 7,740.94	---	---
126	PUBLIC HEALTH DIRECTOR	32	U	4	N	\$ 6,412.58	---	---	---	\$ 8,550.10	---	---
127	PUBLIC WORKS DIR/CNTY ENGINEER	36	Y	4	N	\$ 7,076.74	---	---	---	\$ 9,435.65	---	---
128	ROAD FOREMAN	16	U	4	Y	\$ 4,426.41	---	---	---	\$ 5,901.88	---	---
129	SENIOR ADMINISTRATIVE SUPVR.	14	U	4	Y	\$ 4,214.17	---	---	---	\$ 5,618.89	---	---
130	SHERIFF	38F	U	4	N	---	---	---	---	\$ 9,348.35	Flat Rate	---
131	SUPPORT DIVISION SUPERVISOR	14	U	4	Y	\$ 4,214.17	---	---	---	\$ 5,618.89	---	---
132	This Salary Appendix A is approved effective July 1, 2015:											
133												
134												
135												
136	Scott Somers, County Manager											
137												

	A	B	C	D	E	F	G	H	I	J	K	L
1	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2015											
2	APPENDIX A											
3	TITLE		range	union	hours/week	O/T Eligible	MINIMUM	STEPS	MAXIMUM	HOURLY RATE	STEP A	TOP STEP
4												
5							A	B	C	D	E	
138												
139												
140												
141												
142												
143	Legend for Union Column:											COLA
144	A - AFSCME Courthouse / Roads Bargaining Unit											1.0000
145	DS - CCLEA Deputy Sheriff's Bargaining Unit											1.0150
146	PO - FOPPO Parole & Probation Bargaining Unit											1.0150
147	O - ONA Nurses Bargaining Unit											1.0250
148	U - Unrepresented / Management											1.0250
149	DA - AFSCME District Attorney's Bargaining Unit											1.0250
150	C-Casual											1.0250
151	C1-Casual Roads											1.025
152												
153	Legend for Hours/Week Column:											
154	3 - Standard Work Week is 37.5 Hours											
155	4 - Standard Work Week is 40 Hours											
156												
157	Hourly Rate Formula:											
158	37.5 Hour Employee: monthly salary x 12 divided by 1950 hours in year = rate											
159												
160	40.0 Hour Employee: monthly salary x 12 divided by 2080 hours in year = rate											

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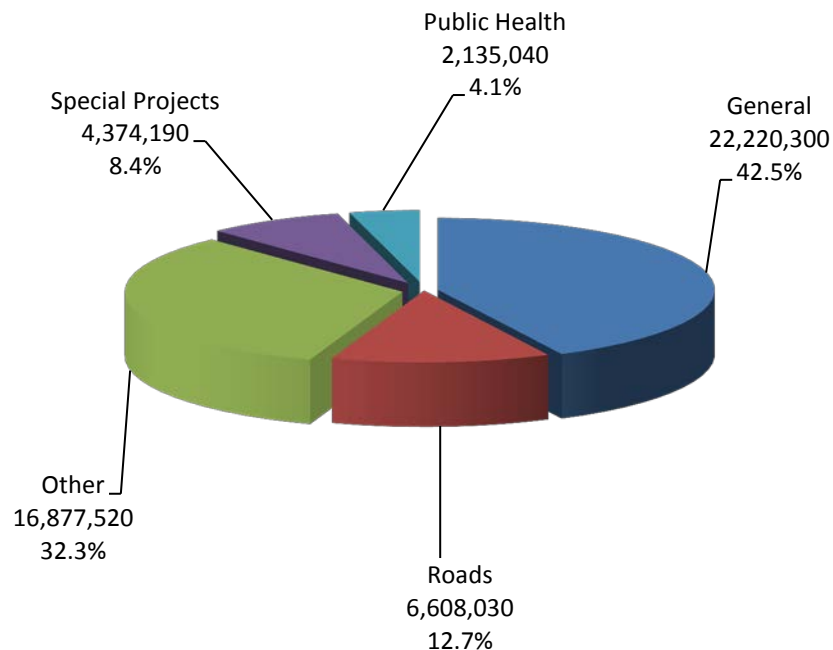
Clatsop County Finances: 2015-2016
County Resources: All Funds
Total: \$52,215,170



This chart demonstrates the revenue streams for all county resources. The Beginning Balance amount listed is less the unappropriated fund balance of \$8,626,810; the unappropriated fund balance is additional revenues that are unnecessary to meet the county's budgeted expenditures for the 2015-16 fiscal year, therefore they are reserved as an unbudgeted balance carried forward to the next FY.

The revenue category listed as other includes revenues such as: Special Payments made from county service districts; Indirect Cost Revenue, Donations, Licenses & Permits, Interest, Fines, and Rental Fees.

Clatsop County Finances: 2015-2016
Appropriations by Fund
Total: \$52,215,170



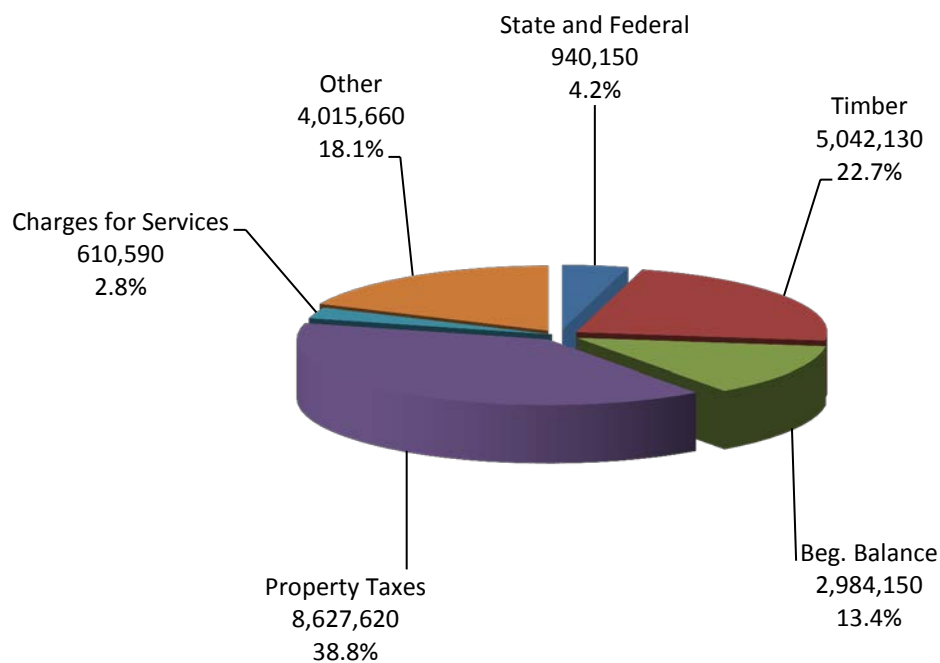
This chart represents total county appropriations less the County Service Districts which are Rural Law Enforcement District (RLED), Road District, Westport Sewer District, and 4-H & Extension District. The total County Service District appropriations are \$8,062,190.

The category listed as "other" includes all funds outside of the General Fund, Public Health, Capital Projects, and Roads. These "other" funds include: Clerk Records, Child Support, Juvenile Crime Prevention, Parole & Probation, Building Codes, Fisheries, Equipment Replacement, Insurance Reserve, Surveyor - Land Corner, Jail Commissary, Fair, Child Custody, Video Lottery, Courthouse Security, Bike Path, Law Library, Animal Shelter Enhancement, Park & Land Acquisition, State Timber Enforcement, Industrial Revolving, Debt Service, and Bond Reserve.

Clatsop County Finances: 2015-2016

General Fund Resources

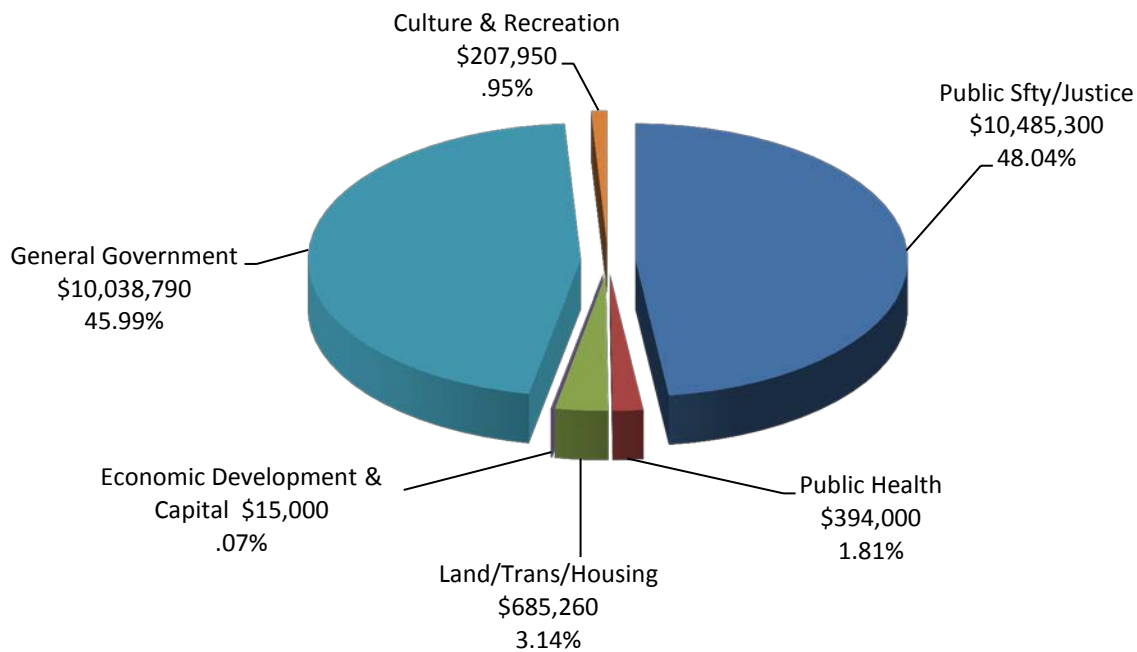
Total: \$22,220,300



This chart demonstrates the revenue streams for the county general fund. The Beginning Balance amount listed is less the unappropriated fund balance of \$1,874,430; the unappropriated fund balance is additional revenues that are unnecessary to meet the county's budgeted General Fund expenditures for the 2015-16 fiscal year, therefore they are reserved as an unbudgeted balance carried forward to the next FY.

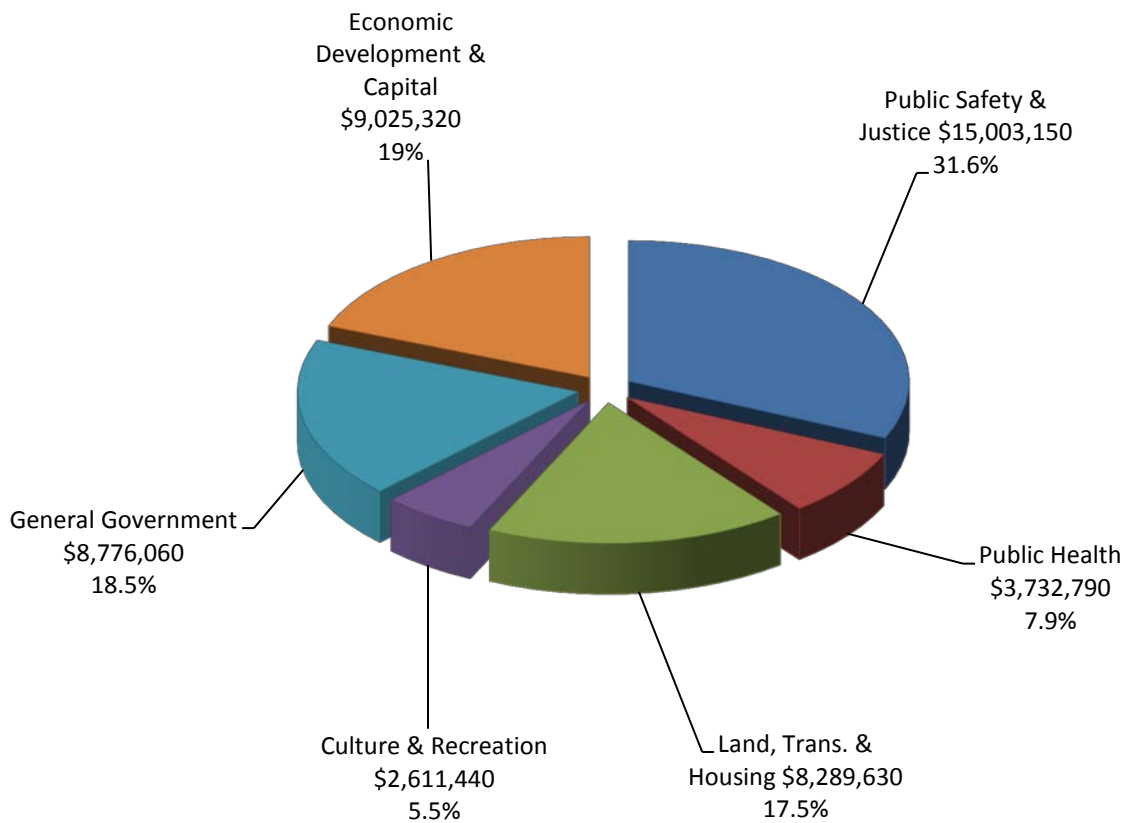
The revenue category listed as other includes revenues such as: Licenses & Permits, Fines, Forfeits, & Penalties, Intergovernmental, and Donations.

Clatsop County Finances 2015-2016
General Fund Appropriations by Functional Area
Total \$22,220,300



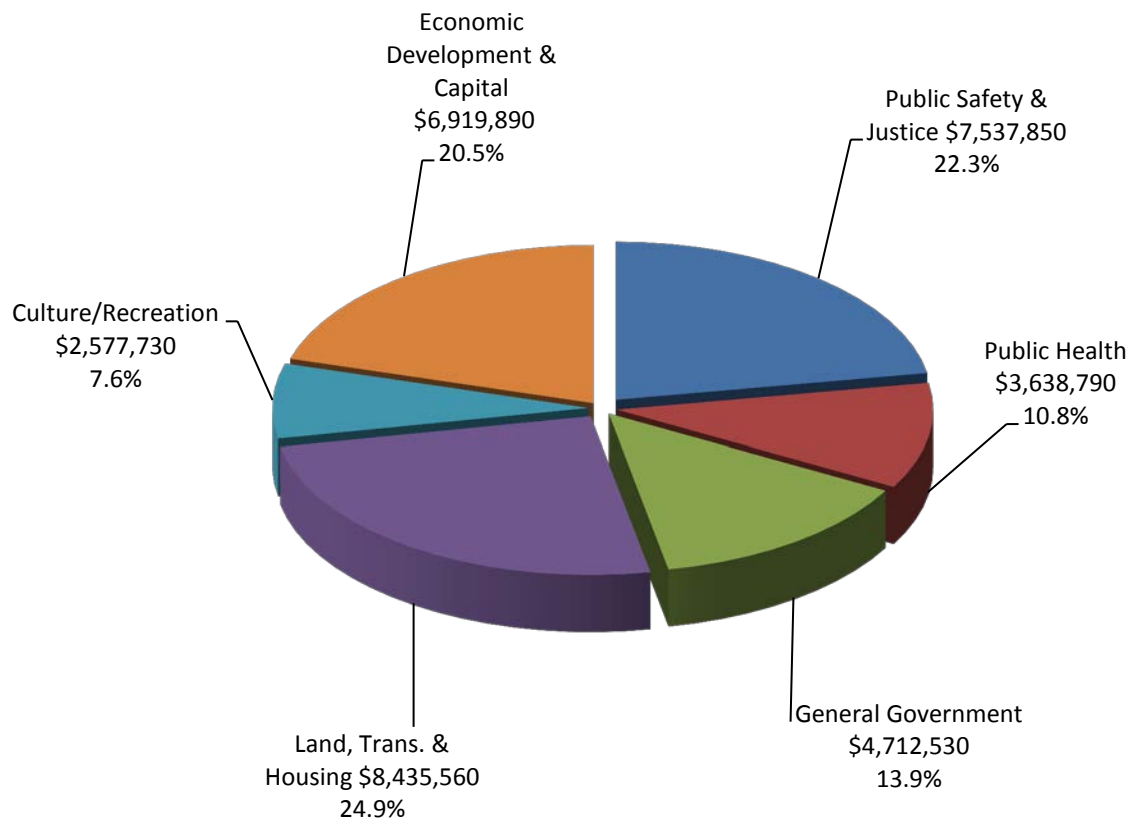
The chart above represents the total proposed General Fund expenditure appropriation by functional area for the next fiscal year. Approximately ninety-four percent (94.03%) of total general funds are allocated to Public Safety (48.04%) and general government activities (45.99%), which include both direct government services and indirect services. Examples of Public Safety services include, but are not limited to: Sheriff's Office, Corrections, District Attorney's Office, Juvenile, Animal Control, and Emergency Management. Examples of General Government direct services include, but are not limited to: Assessment & Taxation, County Clerk functions, and the Board of Commissioners. Examples of General Government indirect services include, but are not limited to: County Mangerr, Budget & Finance, Human Resources, and Information Systems.

Clatsop County Functions/Programs Budget Total Expenditures - 2015-2016 Totals \$47,438,390



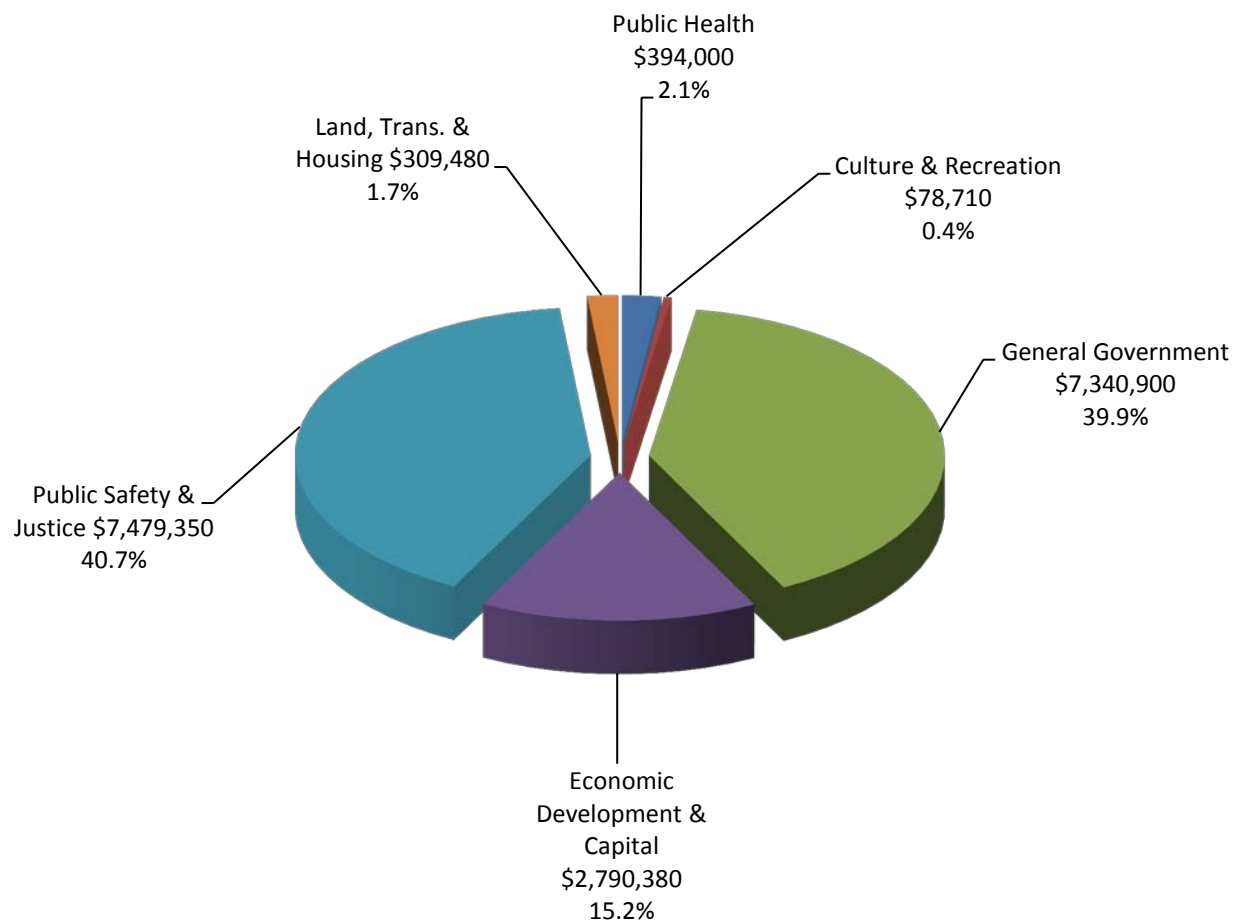
This chart represents the County-wide appropriations by functional area less the County Service Districts appropriations of \$8,062,190. This chart also eliminates double counting of appropriations that are transferred to other funds in the amount of \$4,776,780 and shows those appropriations only in the functional area in which they are budgeted to be expended for services.

**Clatsop County Functions/Programs Budget
Dedicated Funding 2015-2016
\$33,822,350**



The chart above represents the County-wide dedicated funding, or restricted resources that must be used for specific governmental purposes, by functional grouping for the next fiscal year. The chart eliminates double counting of restricted resources that are transferred to other funds and shows those revenues only in the functional area in which they are budgeted to be expended for services.

**Clatsop County Functions/Programs Budget
Discretionary Funding 2015-2016
\$18,392,820**

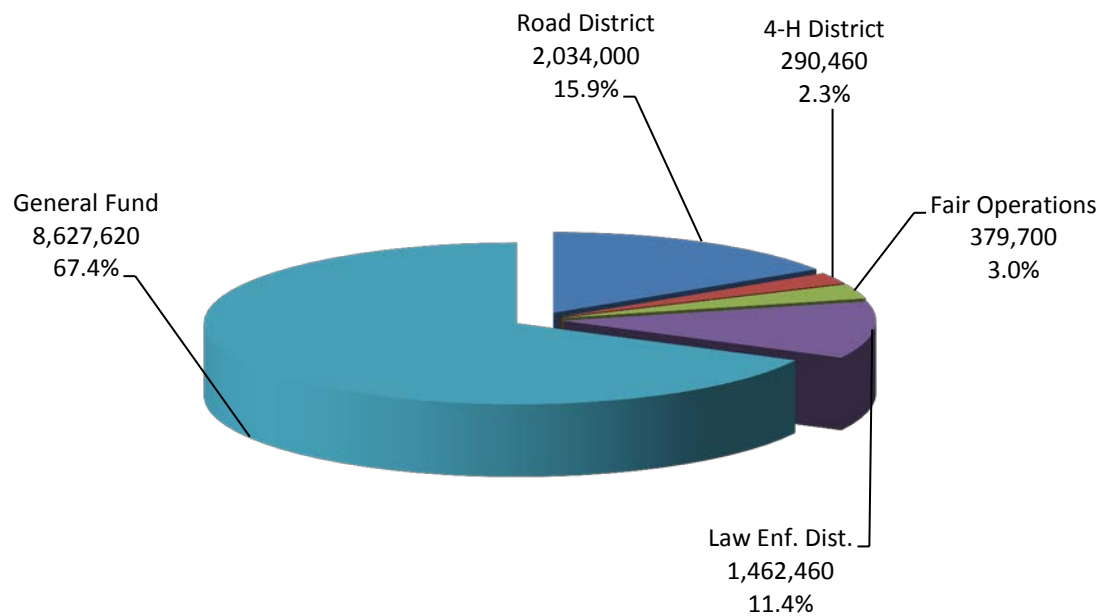


The chart above represents County expenditures by functional grouping budgeted for the next fiscal year. The chart eliminates double counting expenditures transferred to other funds and shows those expenses only in the functional area in which they are budgeted to be expended for services.

Clatsop County Finances: 2015-2016

Taxes: All Funds

Total: \$12,794,240



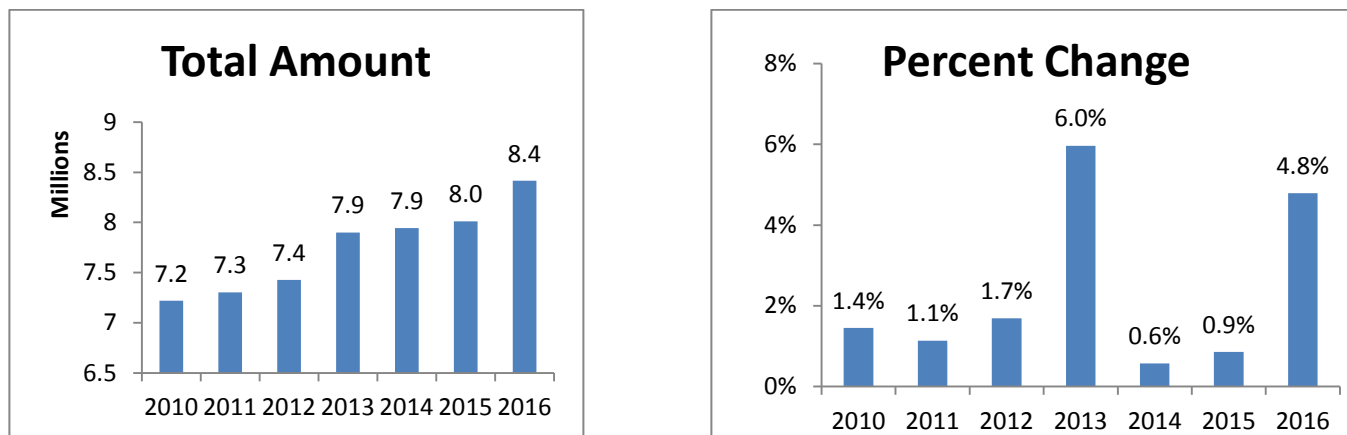
This chart represents the portion of taxes collected that are retained by the county government for services. Taxes collected include: Property taxes, strategic investment plan taxes (pertaining to Georgia Pacific), land sales on foreclosed tax properties, and federal payments made in-lieu of taxes.

Historical Review of County General Fund Revenues

The following graphs and narrative present the historical changes in the County's General Fund revenue sources. The 2010 through 2014 are actuals, and the 2015 and 2016 figures are as budgeted.

Property Taxes, 2010-2016

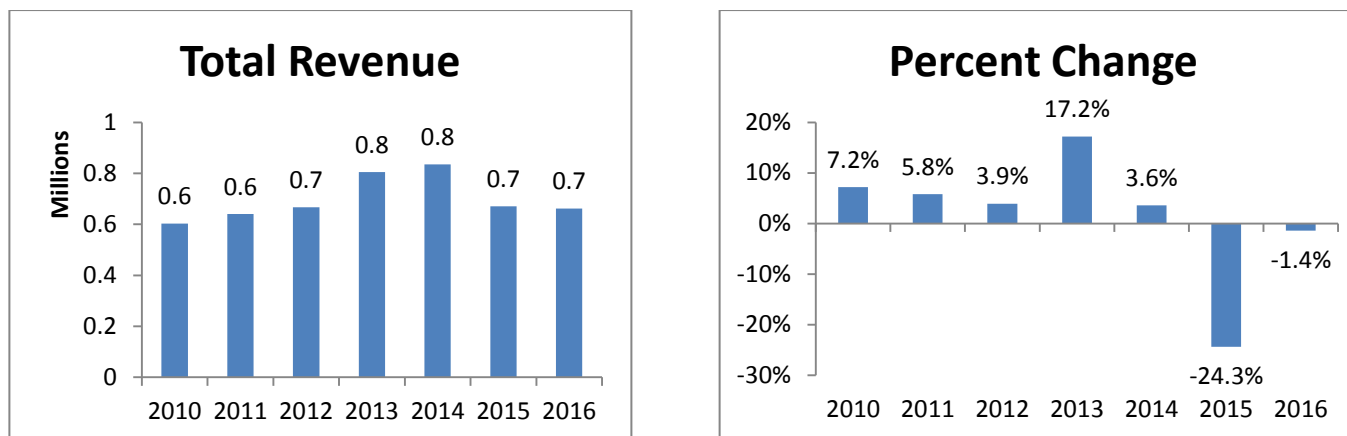
Total General Fund Revenues



Property Tax revenues are projected to increase by 4.8% in 2016. This is based upon growth in new construction, growth generated from existing property at the 3% limit, and an increase in prior year property tax payments. The increases were stable between 2010 and 2012, and in 2013 the county saw an increase of 6% based on an appeal settlement with the Georgia Pacific-Wauna Mill.

Other Taxes, 2010-2016

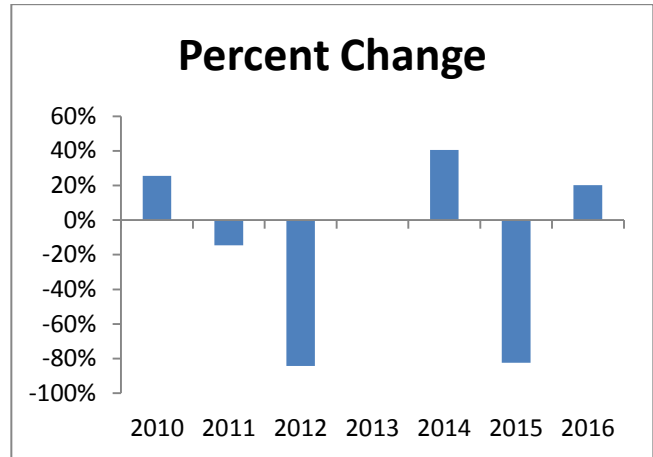
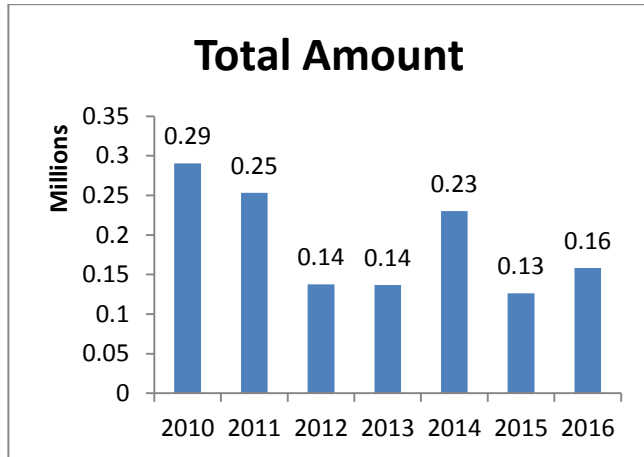
Total General Fund Revenues



Other taxes include a strategic investment plan (SIP) tax for the Georgia Pacific-Wauna Mill that was implemented in 2009 which resulted in a 32.4% increase. In 2013 a settlement was agreed upon with Georgia Pacific in regards to an appeal they had filed, this resulted in a repayment of funds which as a result created a 17.2% increase. The 24.3% decrease is a result of a projected decrease in foreclosed land sales as well as a leveling off from the 2013 increase.

Licenses & Permits, 2010-2016

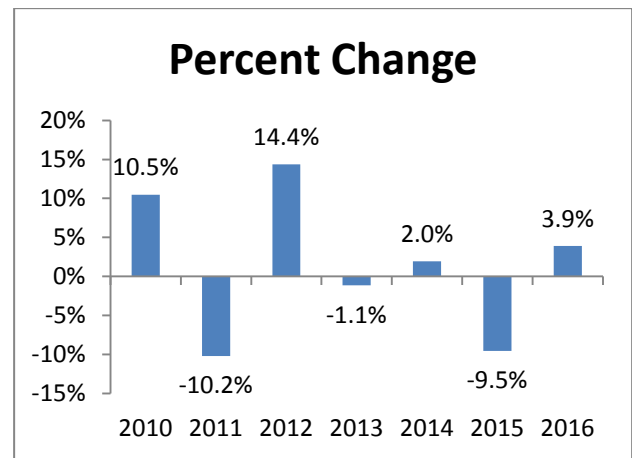
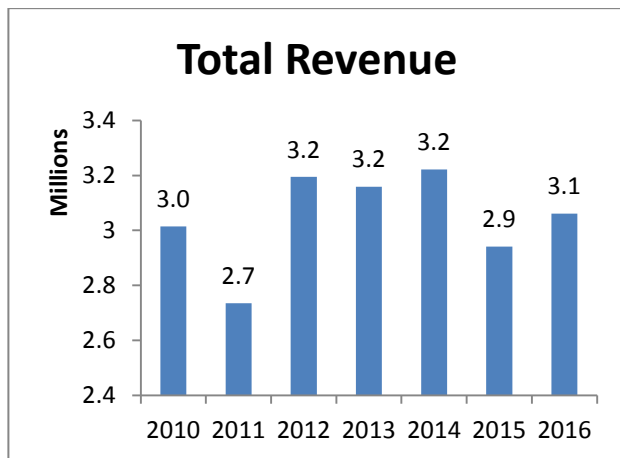
Total General Fund Revenues



Licenses and Permits typically remain relatively consistent with the exception of expenses related to land use fees for Bradwood Landing and Oregon LNG (Liquefied Natural Gas). These entities pay the expenses of attorneys and consultants that the County must bring on to handle land use issues associated with the permitting process for these applicants to file. As seen in 2012 and 2013 specifically there were decreases in revenues from the prior years due to a lack of activity, in 2014 there was a large payment made for Oregon LNG.

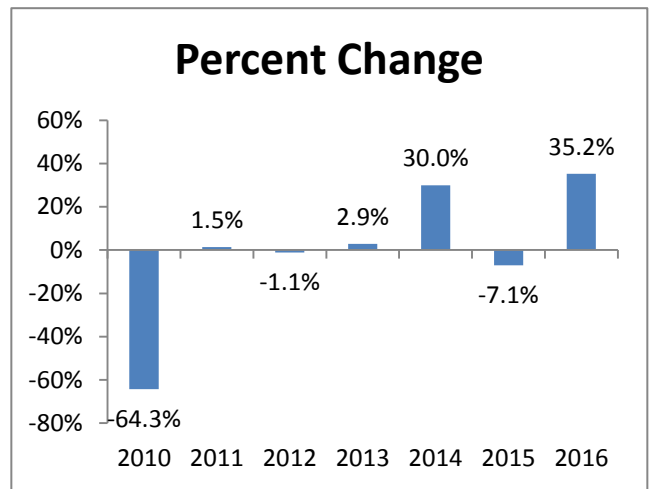
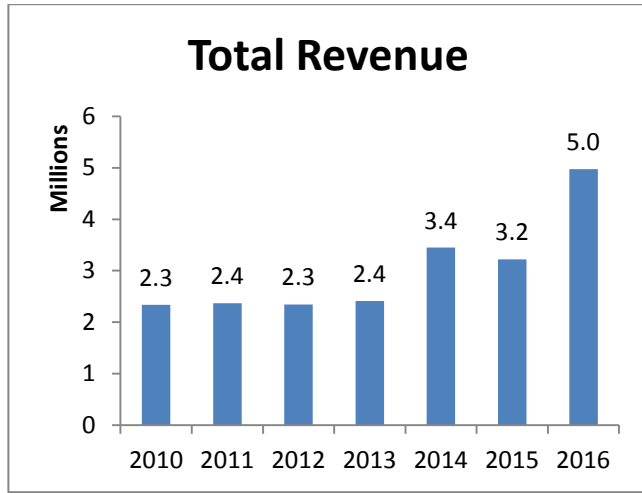
Intergovernmental, 2010-2016

Total General Fund Revenues



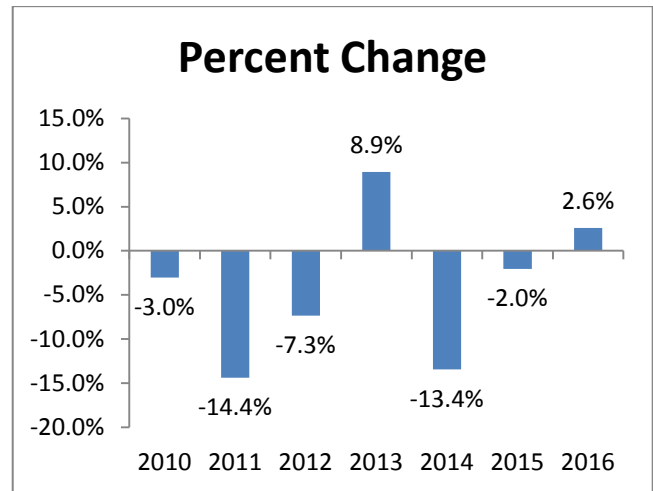
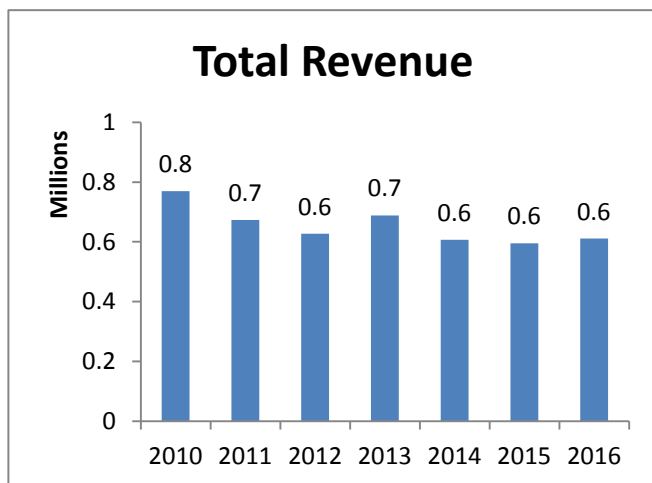
These revenues fluctuate greatly from year to year depending on grant funded activities. The 10.2% decrease in 2011 is a result of the previous two years receiving Federal Emergency Management Funds to rebuild infrastructure as a result of a federally declared emergency in the county from a severe windstorm in December of 2007. In 2012 there was a significant increase (14.4%) in the amount paid to the General Fund by the Rural Law Enforcement District for Personnel Services; this increase was in response to a PERS rate increase for retirement benefits. In 2015 the county is anticipating significant decreases in several state funded grants which accounts for the 9.5% decrease.

Timber Sales, 2010-2016
Total General Fund Revenues



Timber revenues can be highly volatile and fluctuate greatly based on the economy and environmental conditions. To help offset some of this volatility the Board has established a policy that the County retains no more than the lowest year of actual timber receipts over the last fifteen (15) years in the General Fund, not to exceed the amount required to support the current level of General Fund services, all other timber monies are to be transferred to the Special Projects fund. The decrease of 64.3% in 2010 reflects this volatility.

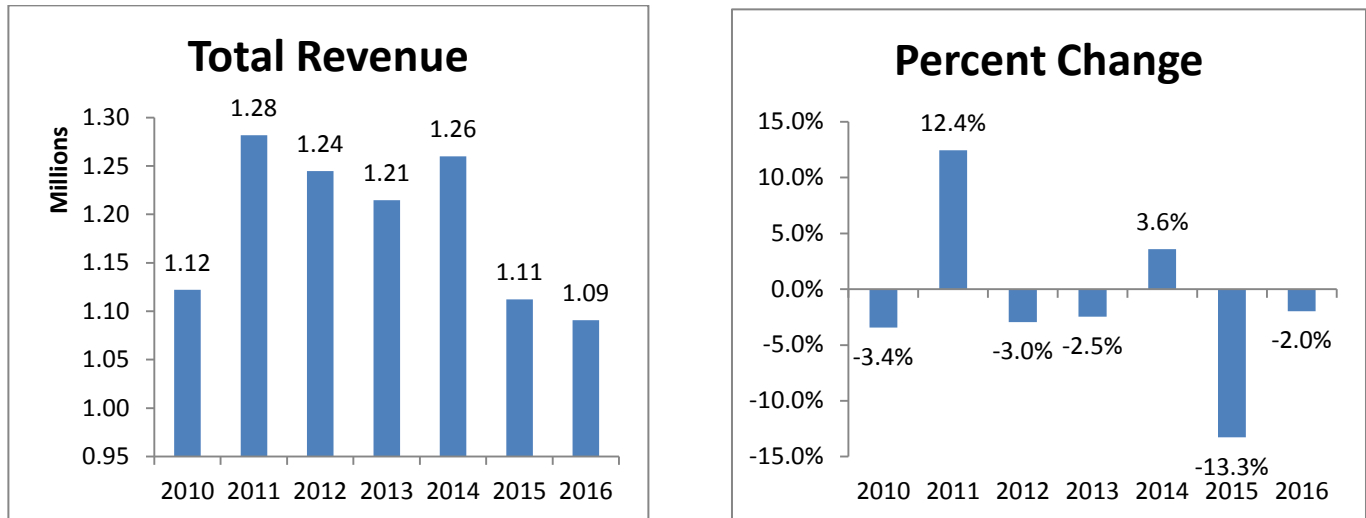
Charges for Services, 2010-2016
Total General Fund Revenues



The steady decline from 2010 through 2012 is attributed to the downturn in the economy as many of our fees are collected from Recording fees, Surveyor & Mapping fees, and Subdivision and Partition Review fees; all of which declined during the down economy. In 2013 the county saw an increase of 8.9% as the economy picked up, however 2014 again saw a decline as a result of the struggling economy. The 2015 and 2016 fiscal years are budgeted numbers and were based on the prior historical year's actuals at the time of the budget process.

Other Miscellaneous (Fines & Forfeitures, Interest, and Other) 2010-2016

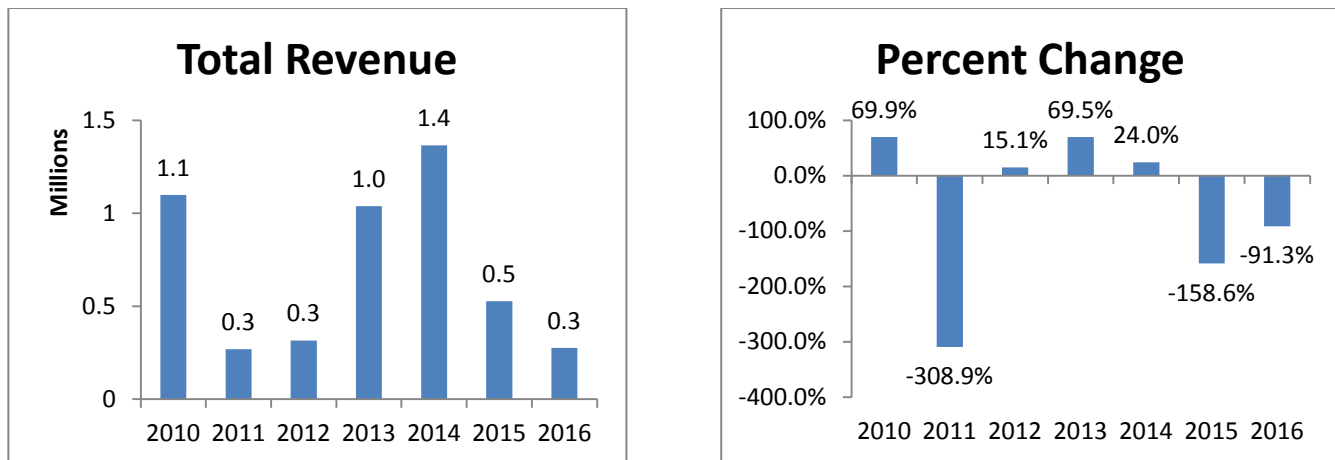
Total General Fund Revenues



Throughout the past several years the county has seen declines in this category mostly attributed to the reduced earnings on investments due to the decline in the economy. In addition the county has seen declines due to a reduced number of sales for non-foreclosed county properties.

Other Financing Sources (Transfers), 2010-2016

Total General Fund Revenues



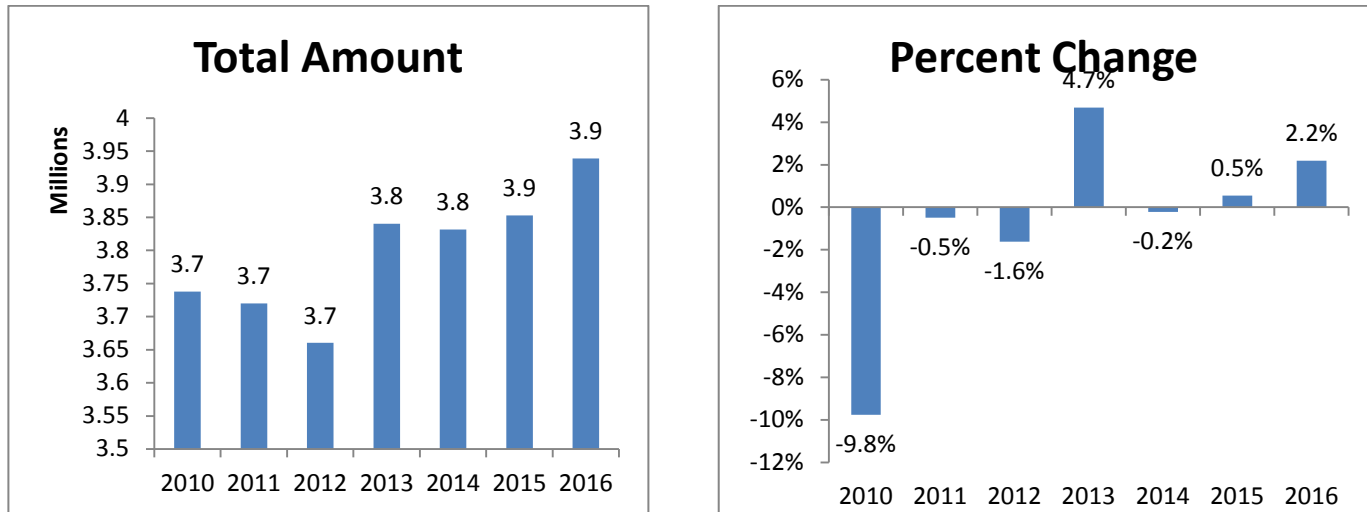
In 2010 there was an increase of 69.9% in transfers related to a \$768,400 transfer from the county's bond reserve account to make a bond payment. The following year this transfer was not made in addition to a reduction in transfers from the Video Lottery Fund, this combination resulted in a 308.9% decrease in 2011. In 2013 and 2014 the transfer for the bond payment resumed so there was again an increase in these fiscal years. In the 2014 FY the bond was paid off so the transfer will not occur resulting in a decrease of 158.6%.

Historical Review of Countywide Fund Revenues Excluding General Fund

The following graphs and narrative present the historical changes in all the County Funds revenue sources excluding the General Fund. The 2010 through 2014 are actuals, and the 2015 and 2016 figures are as budgeted.

Property Taxes, 2010-2016

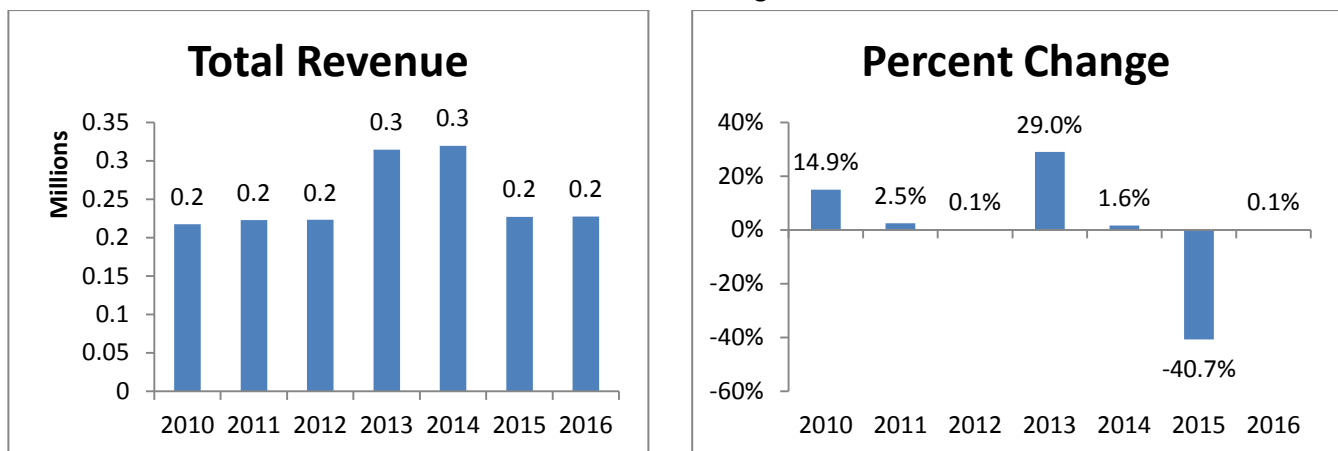
Total Revenues – Excluding General Fund



Property Tax revenues are projected to increase by 2.2% in 2016; this is based upon growth in new construction, growth generated from existing property and an increase in prior year property tax payments. In 2010 there was a 9.8% decrease which was a result of the prior year seeing revenues for a one-time tax penalty charged to the County's largest tax payer Georgia Pacific-Wauna Mill. The 4.7% increase in 2013 is based on an appeal settlement with the Georgia Pacific-Wauna Mill.

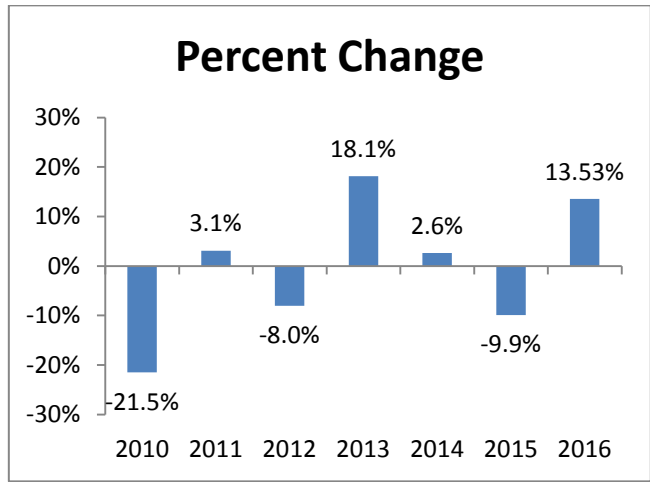
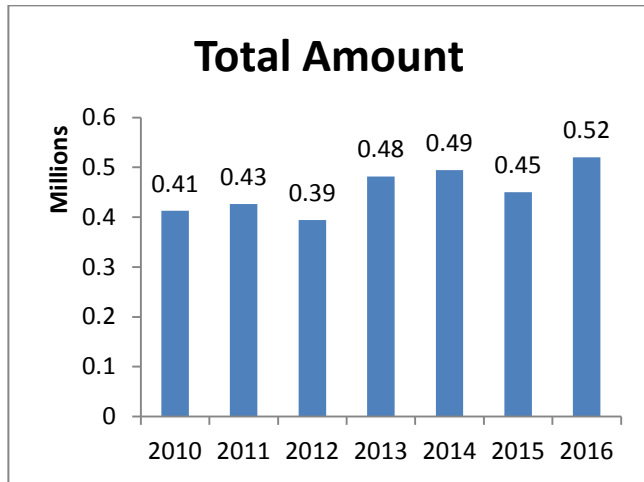
Other Taxes, 2010-2016

Total Revenues – Excluding General Fund



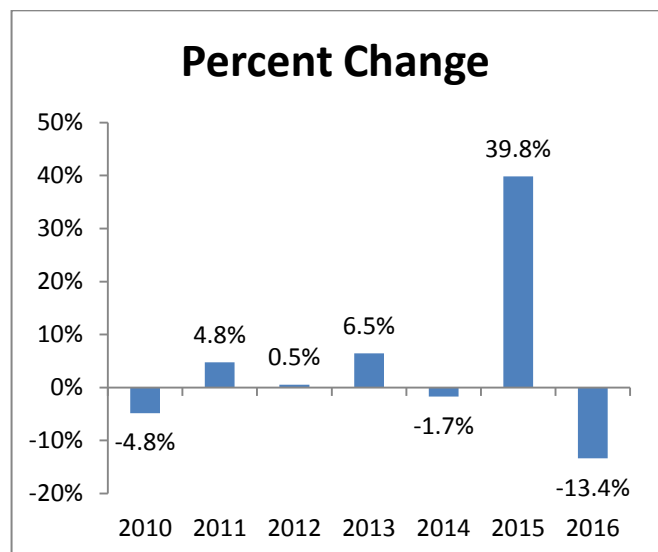
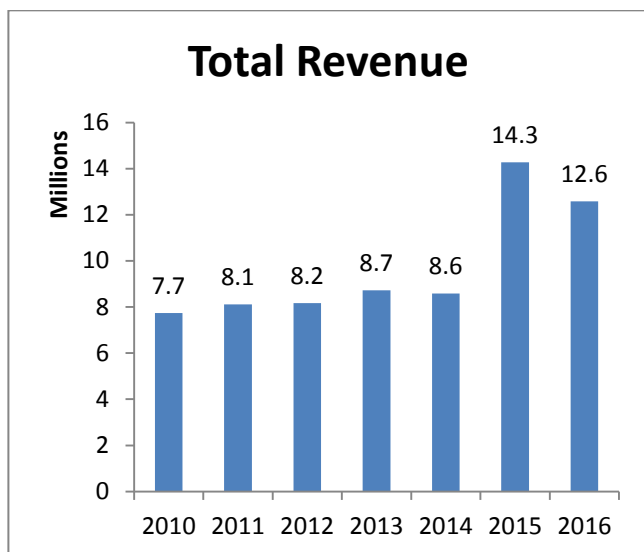
Other taxes include a strategic investment plan (SIP) tax for the Georgia Pacific-Wauna Mill that was implemented in 2009. In 2013 a settlement was agreed upon with Georgia Pacific in regards to an appeal they had filed, this resulted in a repayment of funds that which created a 29% increase.

Licenses & Permits, 2010-2016
Total Revenues – Excluding General Fund



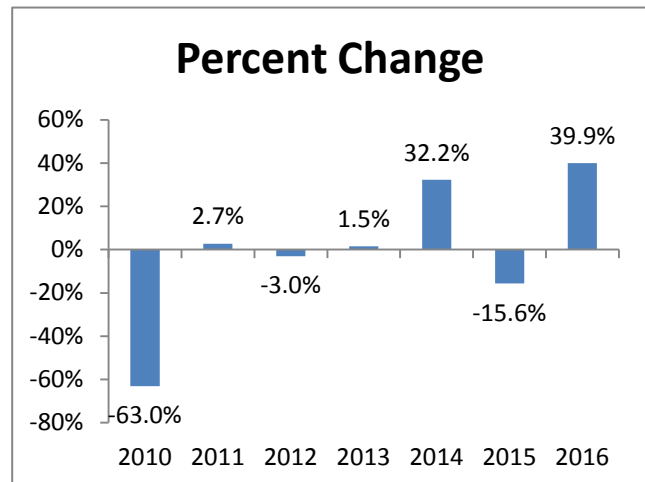
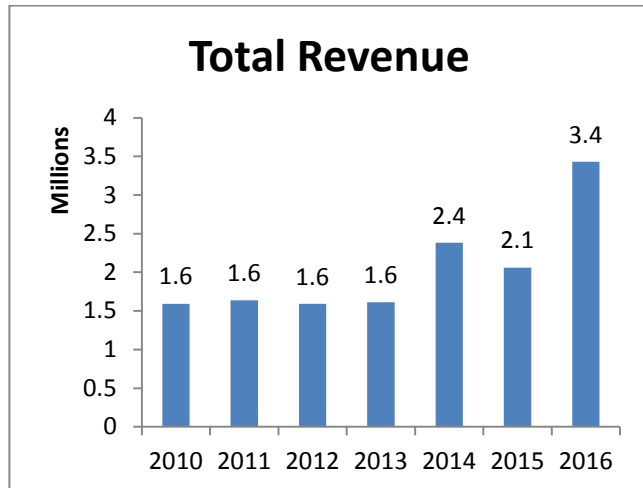
Licenses and Permits fluctuate with the economy as can be seen with the 21.5% decrease in 2010. The county saw an increase in 2013 by 18.1% as the building industry has slowly began to increase, 2015 is based on budgeted numbers but the 9.9% decrease is likely to be less than this projection. The projected increase of 13.5% for 2016 is based on an upturn in the economy as well as a Board approved action to increase fees.

Intergovernmental, 2010-2016
Total Revenues – Excluding General Fund



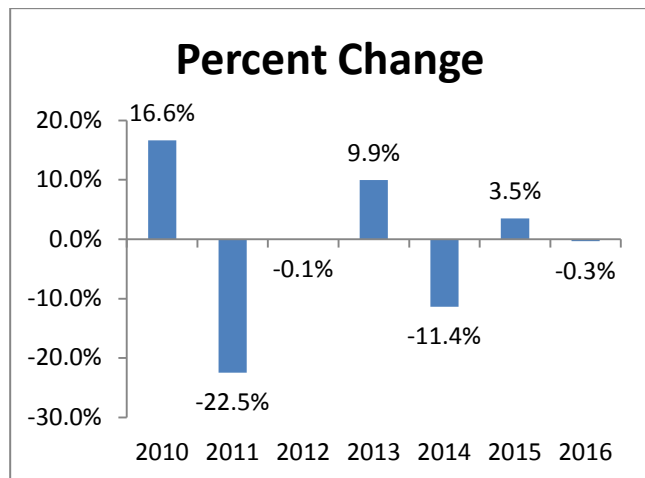
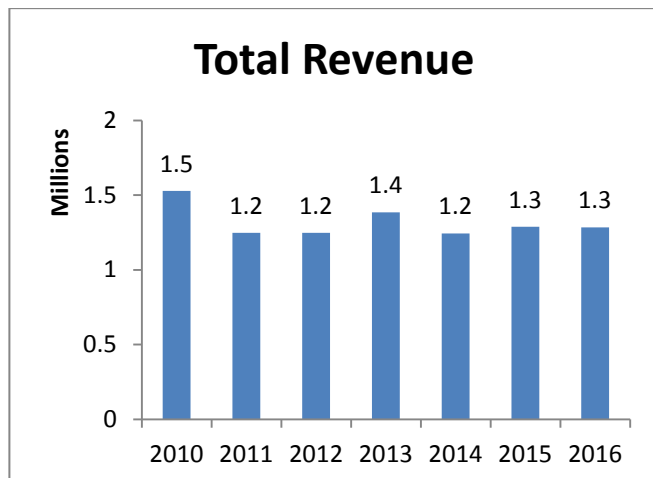
These revenues remain fairly consistent from year to year depending on grant funded activities. In 2015 there is a significant increase (40.6%) projected which is for a State funded Ferry Boat Terminal which is being rebuilt.

Timber Sales, 2010-2016
Total Revenues – Excluding General Fund



Timber revenues can be highly volatile and fluctuate greatly based on the economy and environmental conditions. The decrease of 63% in 2010 reflects this volatility.

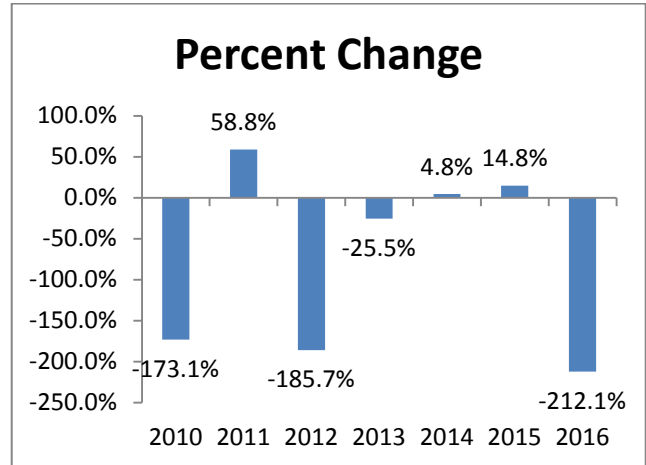
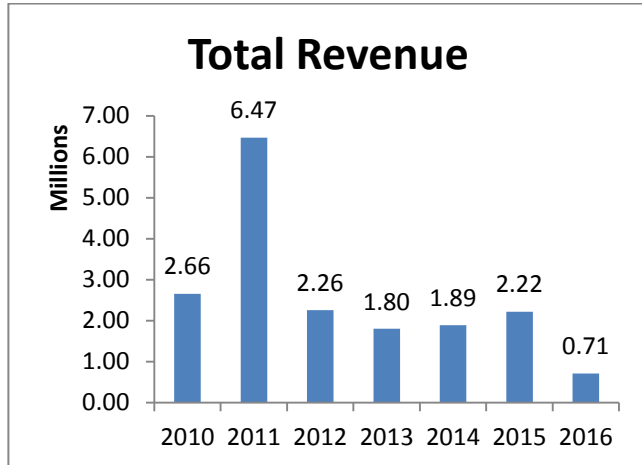
Charges for Services, 2010-2016
Total Revenues – Excluding General Fund



In 2011 there was a 22.5% decrease which is primarily due to fisheries contributions being withheld. At this time several fisheries reduced their contributions to the county in order to fight a ballot measure that would have an impact on their fisheries being able to gillnet in the Columbia River. There was an 11.4% decrease in 2014 that is due in large part to the reduction of work the Roads Department charges to other departments for work completed.

Other Miscellaneous (Fines & Forfeitures, Interest, and Other) 2010-2016

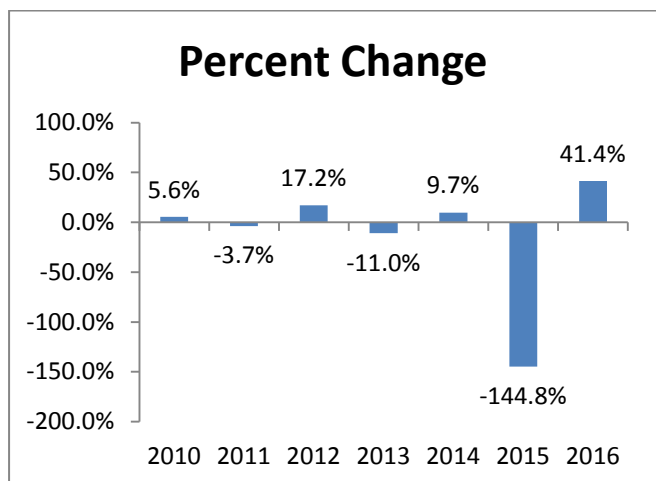
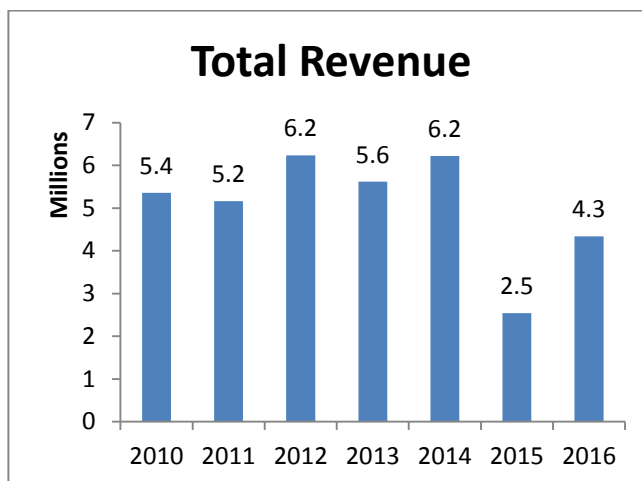
Total Revenues – Excluding General Fund



In 2010 there was a 173.1% decrease in “Other” revenues from 2009 due to a land sale that occurred in the amount of 4.36 million dollars. There was another decrease in 2012 by 185.7% compared to the 2011 fiscal year which was also a result of another large land sale in the amount of 4.33 million dollars. In 2015 the county received a significant insurance reimbursement so 2016 is projecting a 212.1% decrease.

Other Financing Sources (Transfers), 2010-2016

Total Revenues – Excluding General Fund



There is a decrease of 144.8% in the 2015 fiscal year adopted budget due to the elimination of transfer revenue into the Juvenile Detention Center. This department was receiving a transfer from the General Fund in the amount of approximately \$500,000 on an annual basis, this department closed in the 2013-2014 fiscal year which eliminated this transfer. In addition in the 2015 FY funds previously transferred from the Service Districts are now categorized as Intergovernmental revenues.

Summary of Governmental Funds (less Service Districts)

Account Name	General	Roads	Parole & Probation	Industrial Revolve	Capital Projects	Proprietary	Non-Major Government	Totals
Resources								
Beginning Net Working Capital	4,858,580	3,058,710	982,200	3,434,370	4,440,600	24,590	4,877,560	21,676,610
Property Tax - Current Year	8,164,120	0	0	0	0	0.00	363,200	8,527,320
Property Tax - Prior Year	250,000	0	0	0	0	0.00	15,000	265,000
SIP	203,500	0	0	0	0	0.00	0	203,500
Transfers In	265,950	0	0	0	3,051,270	0.00	1,281,280	4,598,500
Revenue - Exclude Prprty Tax	10,352,580	7,089,110	1,901,720	19,000	95,000	62,800.00	6,050,840	25,571,050
Total Revenues	19,236,150	7,089,110	1,901,720	19,000	3,146,270	62,800	7,710,320	39,165,370
Total Resources:	24,094,730	10,147,820	2,883,920	3,453,370	7,586,870	87,390	12,587,880	60,841,980
Requirements								
Salaries	8,804,260	1,747,740	732,360	0	0	12,000.00	2,251,420	13,547,780
Life & Long Term Disability	9,840	2,290	860	0	0	0.00	2,990	15,980
Health & Dental Insurance	1,940,070	381,360	162,150	0	0	0.00	451,730	2,935,310
FICA/Medicare	673,970	133,700	56,020	0	0	0.00	162,020	1,025,710
PERS - Charges Paid	1,306,750	247,160	119,210	0	0	0.00	292,680	1,965,800
PERS - Charges Paid Bond	0	0	0	0	0	0.00	0	0
Deferred Comp	6,000	0	0	0	0	0.00	0	6,000
Unemployment Insurance	101,750	20,240	8,350	0	0	0.00	24,450	154,790
Workers' Compensation	111,430	55,990	12,470	0	0	0.00	23,970	203,860
Total Personal Services	12,954,070	2,588,480	1,091,420	0	0	12,000	3,209,260	19,855,230
Materials & Services	3,797,830	3,557,950	400,890	171,590	29,900	61,870	2,329,850	10,349,880
Special Payments	171,000	43,000	592,080	0	0	0	1,511,710	2,317,790
Debt-Principal	0	2,690	0	0	0	0.00	133,400	136,090
Debt-Interest	0	0	0	0	0	0.00	56,300	56,300
Debt Other Costs	0	0	0	0	0	0	0	0
Total Debt Service	0	2,690	0	0	0	0	189,700	192,390
Capital Outlay	0	25,000	59,000	925,000	3,334,880	0	977,500	5,321,380
Transfers Out	3,277,370	391,000	0	0	490,000	0	618,410	4,776,780
Contingency	2,020,030	0	740,530	2,356,780	519,410	13,520	3,751,450	9,401,720
Total Requirements:	22,220,300	6,608,120	2,883,920	3,453,370	4,374,190	87,390	12,587,880	52,215,170

Summary of Governmental Funds (with Service Districts)

Account Name	General	Roads	Parole & Probation	Industrial Revolve	Capital Projects	Proprietary	Non-Major Government	Totals
Resources								
Beginning Net Working Capital	4,858,580	3,058,710	982,200	3,434,370	4,440,600	24,590	7,621,940	24,420,990
Property Tax - Current Year	8,164,120	0	0	0	0	0.00	3,782,120	11,946,240
Property Tax - Prior Year	250,000	0	0	0	0	0.00	157,000	407,000
SIP	203,500	0	0	0	0	0.00	225,000	428,500
Transfers In	265,950	0	0	0	3,051,270	0.00	1,283,280	4,600,500
Revenue - Exclude Prprty Tax	10,352,580	7,089,110	1,901,720	19,000	95,000	62,800.00	9,288,270	28,808,480
Total Revenues	19,236,150	7,089,110	1,901,720	19,000	3,146,270	62,800	14,735,670	46,190,720
Total Resources:	24,094,730	10,147,820	2,883,920	3,453,370	7,586,870	87,390	22,357,610	70,611,710
Requirements								
Salaries	8,804,260	1,747,740	732,360	0	0	12,000.00	3,494,470	14,790,830
Life & Long Term Disability	9,840	2,290	860	0	0	0.00	4,110	17,100
Health & Dental Insurance	1,940,070	381,360	162,150	0	0	0.00	724,340	3,207,920
FICA/Medicare	673,970	133,700	56,020	0	0	0.00	258,820	1,122,510
PERS - Charges Paid	1,306,750	247,160	119,210	0	0	0.00	490,210	2,163,330
PERS - Charges Paid Bond	0	0	0	0	0	0.00	0	0
Deferred Comp	6,000	0	0	0	0	0.00	0	6,000
Unemployment Insurance	101,750	20,240	8,350	0	0	0.00	38,800	169,140
Workers' Compensation	111,430	55,990	12,470	0	0	0.00	48,450	228,340
Total Personal Services	12,954,070	2,588,480	1,091,420	0	0	12,000	5,059,200	21,705,170
Materials & Services	3,797,830	3,557,950	400,890	171,590	29,900	61,870	3,508,200	11,528,230
Special Payments	171,000	43,000	592,080	0	0	0	5,803,120	6,609,200
Debt-Principal	0	2,690	0	0	0	0.00	138,820	141,510
Debt-Interest	0	0	0	0	0	0.00	56,300	56,300
Debt Other Costs	0	0	0	0	0	0	0	0
Total Debt Service	0	2,690	0	0	0	0	195,120	197,810
Capital Outlay	0	25,000	59,000	925,000	3,334,880	0	1,259,300	5,603,180
Transfers Out	3,277,370	391,000	0	0	490,000	0	620,410	4,778,780
Contingency	2,020,030	0	740,530	2,356,780	519,410	13,520	4,204,720	9,854,990
Total Requirements:	22,220,300	6,608,120	2,883,920	3,453,370	4,374,190	87,390	20,650,070	60,277,360

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
001 General							
Personnel Services	12,164,960	12,340,536	12,206,120	12,954,070	12,954,070	12,954,070	12,954,070
Materials & Services	2,971,070	3,315,521	3,581,000	3,797,330	3,797,330	3,797,830	3,797,830
Special Payments	69,533	56,690	56,200	71,000	71,000	171,000	171,000
Capital	100,095	56,597	0	0	0	0	0
Transfers	1,966,989	2,330,172	1,499,060	3,277,370	3,277,370	3,277,370	3,277,370
Congingency	0	0	1,734,580	2,002,620	2,002,620	2,020,030	2,020,030
001 Total:	17,272,647	18,099,516	19,076,960	22,102,390	22,102,390	22,220,300	22,220,300
002 General Roads							
Personnel Services	2,643,885	2,645,545	2,564,890	2,588,480	2,588,480	2,588,480	2,588,480
Materials & Services	2,865,646	3,073,984	5,779,900	3,557,950	3,557,950	3,557,950	3,557,950
Special Payments	26,096	20,829	43,000	43,000	43,000	43,000	43,000
Debt Service	0	1,326	2,600	2,700	2,700	2,700	2,690
Capital	21,262	45,905	15,000	25,000	25,000	25,000	25,000
Transfers	358,700	336,600	248,480	391,000	391,000	391,000	391,000
Congingency	0	0	2,221,820	0	0	0	0
002 Total:	5,915,589	6,124,189	10,875,690	6,608,130	6,608,130	6,608,130	6,608,120
004 County Clerk Records							
Materials & Services	14,524	14,353	21,940	15,960	15,960	15,960	15,960
Special Payments	0	0	0	0	0	0	0
Congingency	0	0	0	0	0	0	0
004 Total:	14,524	14,353	21,940	15,960	15,960	15,960	15,960
005 Rural Law Enforcement District							
Personnel Services	1,766,409	1,790,832	1,673,870	1,837,520	1,837,520	1,837,520	1,837,520
Materials & Services	327,737	521,261	550,460	655,120	655,120	655,120	655,120
Special Payments	0	0	26,000	26,000	26,000	26,000	26,000
Capital	88,986	106,594	80,300	281,800	281,800	281,800	281,800
Transfers	147,437	111,900	0	0	0	0	0
Congingency	0	0	230,250	230,250	230,250	230,250	230,250
005 Total:	2,330,569	2,530,588	2,560,880	3,030,690	3,030,690	3,030,690	3,030,690
007 Public Health							
Personnel Services	1,007,534	985,363	1,077,370	1,222,460	1,222,460	1,227,360	1,227,360
Materials & Services	605,656	566,915	576,810	536,160	536,160	549,080	567,370
Special Payments	125	0	0	0	0	0	0
Capital	0	0	22,190	0	0	0	0
Transfers	0	0	171,390	300,000	300,000	300,000	300,000
Congingency	0	0	35,660	58,600	58,600	58,600	40,310
007 Total:	1,613,314	1,552,278	1,883,420	2,117,220	2,117,220	2,135,040	2,135,040

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
009 Child Support							
Personnel Services	162,215	156,995	155,790	163,180	163,180	163,180	163,180
Materials & Services	26,818	33,393	33,700	35,410	35,410	35,410	35,410
Capital	0	0	0	0	0	0	0
Congingency	0	0	0	38,950	38,910	38,910	38,910
009 Total:	189,033	190,388	189,490	237,540	237,500	237,500	237,500
018 Juvenile Detention Center							
Personnel Services	530,407	300,747	0	0	0	0	0
Materials & Services	244,259	142,572	0	0	0	0	0
Transfers	0	0	49,400	0	0	0	0
Congingency	0	0	0	0	0	0	0
018 Total:	774,667	443,320	49,400	0	0	0	0
020 Juvenile Crime Prevention							
Personnel Services	126,238	126,387	118,620	28,840	28,840	28,840	28,840
Materials & Services	15,653	47,900	39,080	10,300	10,300	10,300	10,300
Congingency	0	0	0	43,580	43,580	43,580	43,580
020 Total:	141,891	174,287	157,700	82,720	82,720	82,720	82,720
021 Commission on Child & Families							
Personnel Services	63,366	0	0	0	0	0	0
Materials & Services	107,999	0	0	0	0	0	0
Special Payments	25,482	0	0	0	0	0	0
Transfers	0	0	9,000	0	0	0	0
Congingency	0	0	0	0	0	0	0
021 Total:	196,847	0	9,000	0	0	0	0
024 Parole & Probation Division							
Personnel Services	923,562	966,190	1,037,330	1,091,420	1,091,420	1,091,420	1,091,420
Materials & Services	394,993	379,585	555,860	400,890	400,890	400,890	400,890
Special Payments	139,964	295,750	355,000	592,080	592,080	592,080	592,080
Capital	0	0	66,500	59,000	59,000	59,000	59,000
Congingency	0	0	748,430	740,530	740,530	740,530	740,530
024 Total:	1,458,518	1,641,525	2,763,120	2,883,920	2,883,920	2,883,920	2,883,920
027 Marine Patrol							
Personnel Services	187,939	185,905	182,970	196,040	196,040	196,040	196,040
Materials & Services	46,008	52,816	52,540	53,910	53,910	53,910	53,910
Capital	0	0	0	0	0	0	0
Congingency	0	0	104,430	56,320	56,320	56,320	56,320
027 Total:	233,947	238,720	339,940	306,270	306,270	306,270	306,270

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
030 Drug Task Force							
Personnel Services	127,704	124,513	0	0	0	0	0
Materials & Services	41,018	40,061	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Transfers	0	0	40,300	10,000	10,000	10,000	10,000
Congingency	0	0	0	0	0	0	0
030 Total:	168,722	164,574	40,300	10,000	10,000	10,000	10,000
033 Mental Health Grants							
Personnel Services	159,972	146,246	164,420	170,030	170,030	170,030	170,030
Materials & Services	55,049	79,533	166,020	146,130	146,130	146,130	146,130
Special Payments	1,358,118	1,464,167	1,452,050	1,423,710	1,423,710	1,423,710	1,423,710
Transfers	0	0	0	0	0	0	0
Congingency	0	0	24,730	29,210	28,970	28,970	28,970
033 Total:	1,573,139	1,689,946	1,807,220	1,769,080	1,768,840	1,768,840	1,768,840
036 Building Codes							
Personnel Services	414,827	443,198	473,040	494,330	494,330	494,330	494,330
Materials & Services	81,148	80,745	85,810	110,660	110,660	110,660	110,660
Capital	0	0	0	11,000	11,000	11,000	11,000
Transfers	0	0	0	64,410	64,410	64,410	64,410
Congingency	0	0	191,300	147,790	147,800	147,800	147,800
036 Total:	495,975	523,943	750,150	828,190	828,200	828,200	828,200
039 Clatsop County Fisheries							
Personnel Services	558,797	565,147	552,850	566,490	566,490	566,490	566,490
Materials & Services	368,239	239,016	364,760	352,140	352,140	352,140	352,140
Debt Service	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Congingency	0	0	232,970	257,630	257,630	257,630	257,630
039 Total:	927,036	804,164	1,150,580	1,176,260	1,176,260	1,176,260	1,176,260
100 Capital Projects							
Materials & Services	40,428	81,311	82,900	29,900	29,900	29,900	29,900
Special Payments	0	0	0	0	0	0	0
Debt Service	374,143	160,340	0	0	0	0	0
Capital	676,367	303,980	2,675,950	3,101,920	3,094,920	3,094,920	3,334,880
Transfers	0	0	500,000	490,000	490,000	490,000	490,000
Congingency	0	0	500,000	519,410	519,410	519,410	519,410
100 Total:	1,090,939	545,631	3,758,850	4,141,230	4,134,230	4,134,230	4,374,190

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
102 General Roads Eq Replace							
Materials & Services	200	200	200	300	300	300	300
Capital	345,794	317,836	322,000	391,000	391,000	391,000	391,000
Congingency	0	0	0	0	0	0	0
102 Total:	345,994	318,036	322,200	391,300	391,300	391,300	391,300
105 Insurance Reserve							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	59,075	64,492	232,070	253,670	253,670	253,670	253,670
Transfers	0	0	212,700	0	0	0	0
105 Total:	59,075	64,492	444,770	253,670	253,670	253,670	253,670
120 Land Corner Preservation							
Personnel Services	31,108	31,399	29,810	31,240	31,240	31,240	31,240
Materials & Services	17,633	22,411	37,500	30,400	30,400	30,400	30,400
Congingency	0	0	192,590	193,670	193,670	193,670	193,670
120 Total:	48,741	53,810	259,900	255,310	255,310	255,310	255,310
140 Jail Commissary Fund							
Personnel Services	0	0	12,000	12,000	12,000	12,000	12,000
Materials & Services	29,848	56,907	46,500	61,870	61,870	61,870	61,870
Capital	0	0	0	0	0	0	0
Transfers	12,000	12,000	0	0	0	0	0
Congingency	0	0	22,630	13,520	13,520	13,520	13,520
140 Total:	41,848	68,907	81,130	87,390	87,390	87,390	87,390
150 Fair Board							
Personnel Services	174,184	186,209	183,610	190,770	190,770	190,770	190,770
Materials & Services	281,121	324,445	400,460	405,200	405,200	405,200	405,200
Debt Service	0	0	0	0	0	0	0
Capital	106,085	150,417	330,000	345,000	345,000	345,000	345,000
Congingency	0	0	335,400	329,010	327,570	327,570	327,570
150 Total:	561,390	661,071	1,249,470	1,269,980	1,268,540	1,268,540	1,268,540
205 Child Custody Mediation & Drug Pr							
Personnel Services	7,493	7,586	7,580	9,570	9,570	9,570	9,570
Materials & Services	24,565	19,137	41,400	41,500	41,500	41,500	41,500
Congingency	0	0	74,960	79,980	77,840	77,840	77,840
205 Total:	32,058	26,724	123,940	131,050	128,910	128,910	128,910

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
206 Video Lottery Fund							
Materials & Services	12,819	12,566	12,130	17,200	17,200	17,200	17,200
Special Payments	40,000	110,000	90,000	78,000	78,000	88,000	88,000
Transfers	220,600	214,000	233,790	204,950	204,950	194,950	194,950
Congingency	0	0	0	0	0	0	0
206 Total:	273,419	336,566	335,920	300,150	300,150	300,150	300,150
208 Liquor Enforcement Fund							
Materials & Services	100	0	0	0	0	0	0
Special Payments	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Transfers	8,900	0	0	50	50	50	50
208 Total:	9,000	0	0	50	50	50	50
209 Courthouse Security							
Personnel Services	54,900	52,600	51,650	50,550	50,550	50,550	50,550
Materials & Services	4,214	500	10,700	10,600	10,600	10,600	10,600
Capital	0	0	10,000	10,000	10,000	10,000	10,000
Transfers	0	0	0	4,000	4,000	4,000	4,000
Congingency	0	0	150,510	140,720	140,720	140,720	140,720
209 Total:	59,114	53,100	222,860	215,870	215,870	215,870	215,870
225 Bike paths							
Materials & Services	0	100	100	100	100	100	100
Special Payments	0	0	0	0	0	0	0
Congingency	0	0	343,720	368,050	368,050	368,050	368,050
225 Total:	0	100	343,820	368,150	368,150	368,150	368,150
230 Law Library							
Personnel Services	7,620	10,583	21,000	12,760	12,760	12,760	12,760
Materials & Services	49,696	54,097	66,970	43,490	43,500	43,500	43,500
Capital	0	0	0	0	0	0	0
Congingency	0	0	0	0	0	0	0
230 Total:	57,316	64,681	87,970	56,250	56,260	56,260	56,260
235 Animal Shelter Donations							
Materials & Services	39,024	37,526	48,000	45,000	45,000	45,000	45,000
Special Payments	5,070	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Congingency	0	0	125,470	125,960	125,960	125,960	125,960
235 Total:	44,094	37,526	173,470	170,960	170,960	170,960	170,960

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
240 Park & Land Acq. & Maint							
Materials & Services	17,149	5,150	161,000	160,900	160,900	160,900	160,900
Special Payments	26,258	12,874	0	0	0	0	0
Capital	88,946	54,493	416,250	175,000	175,000	175,000	175,000
Transfers	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Congingency	0	0	690,700	799,050	799,050	799,050	799,050
240 Total:	177,352	117,517	1,312,950	1,179,950	1,179,950	1,179,950	1,179,950
250 Emergency Communication							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	271,184	0	0	0	0	0	0
Special Payments	24,739	0	0	0	0	0	0
Transfers	0	0	5,000	0	0	0	0
Congingency	0	0	0	0	0	0	0
250 Total:	295,923	0	5,000	0	0	0	0
300 Road District #1							
Materials & Services	1,850	5,200	2,100	2,560	2,560	2,560	2,560
Special Payments	0	0	3,087,050	4,263,250	4,263,250	4,263,250	4,263,250
Transfers	2,796,700	2,943,100	0	0	0	0	0
300 Total:	2,798,550	2,948,300	3,089,150	4,265,810	4,265,810	4,265,810	4,265,810
305 State Timber Enforcement Fund							
Personnel Services	105,000	68,100	64,410	68,100	68,100	68,100	68,100
Materials & Services	16,845	24,781	28,700	29,600	29,600	29,600	29,600
Capital	0	0	0	45,500	45,500	45,500	45,500
Transfers	54,237	43,000	0	0	0	0	0
Congingency	0	0	240,080	337,760	337,760	337,760	337,760
305 Total:	176,082	135,881	333,190	480,960	480,960	480,960	480,960
315 Carlyle Apartments							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	0	0	0	0	0	0	0
Special Payments	0	0	0	0	0	0	0
Transfers	0	0	5,100	0	0	0	0
315 Total:	0	0	5,100	0	0	0	0
325 Industrial Development Revolving							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	131,086	135,008	330,470	171,590	171,590	171,590	171,590
Special Payments	20,000	0	0	0	0	0	0
Capital	786,666	2,125,029	0	925,000	925,000	925,000	925,000
Transfers	0	0	0	0	0	0	0
Congingency	0	0	3,480,430	2,356,780	2,356,780	2,356,780	2,356,780
325 Total:	937,752	2,260,037	3,810,900	3,453,370	3,453,370	3,453,370	3,453,370

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
385 Westport Sewer Serv Dist							
Personnel Services	9,150	9,853	11,720	12,420	12,420	12,420	12,420
Materials & Services	38,599	38,454	47,250	49,070	49,070	49,070	49,070
Special Payments	2,575	1,222	2,310	2,160	2,160	2,160	2,160
Debt Service	4,980	6,336	5,270	5,420	5,420	5,420	5,420
Transfers	22,000	6,000	2,000	2,000	2,000	2,000	2,000
Congingency	0	0	27,370	33,900	33,900	33,900	33,900
385 Total:	77,304	61,866	95,920	104,970	104,970	104,970	104,970
386 Westport Sewer Equip Rplc							
Materials & Services	5,304	3,918	20,200	20,300	20,300	20,300	20,300
Special Payments	0	0	0	0	0	0	0
Debt Service	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Congingency	0	0	47,230	27,640	27,640	27,640	27,640
386 Total:	5,304	3,918	67,430	47,940	47,940	47,940	47,940
395 4-H & Ext Ser Spec Dist							
Personnel Services	313,371	0	0	0	0	0	0
Materials & Services	140,100	526,464	482,120	451,300	451,300	451,300	451,300
Special Payments	16,500	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Congingency	0	0	101,000	161,480	161,480	161,480	161,480
395 Total:	469,971	526,464	583,120	612,780	612,780	612,780	612,780
400 Debt Service Fund							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	0	0	0	0	0	0	0
Debt Service	1,202,955	1,235,175	200,000	189,700	189,700	189,700	189,700
Transfers	0	0	20,480	0	0	0	0
Congingency	0	0	0	173,160	173,160	173,160	173,160
400 Total:	1,202,955	1,235,175	220,480	362,860	362,860	362,860	362,860
405 Bond & UAL Reserve Fund							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	0	0	0	0	0	0	0
Special Payments	0	0	0	0	0	0	0
Transfers	1,021,800	1,541,800	10,000	0	0	0	0
Congingency	0	0	300,000	594,150	594,150	594,150	594,150
405 Total:	1,021,800	1,541,800	310,000	594,150	594,150	594,150	594,150
505 Diking District #5							
Materials & Services	841	821	0	0	0	0	0
505 Total:	841	821	0	0	0	0	0

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
511 Diking District #11							
Materials & Services	26	61	0	0	0	0	0
511 Total:	26	61	0	0	0	0	0
514 Diking District #14							
Materials & Services	57	57	0	0	0	0	0
514 Total:	57	57	0	0	0	0	0
Totals:	43,093,323	45,254,329	58,913,330	59,912,520	59,901,680	60,037,410	60,277,360

Organizational Unit Totals by Fund (Expenses)

Org. ID	Organizational Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Fund: 001 General							
0000	Discretionary Revenue	4,682	(742)	0	0	0	0%
1100	Board Of Commissioners	72,796	64,641	84,650	84,650	0	0%
1105	Brd of Property Tax Appeal	39,497	36,349	41,310	40,140	(1,170)	- 2%
1110	County Tourism	0	0	0	15,000	15,000	100%
1120	County Manager	354,463	298,055	291,410	302,430	11,020	3%
1125	Human Resources	330,143	252,576	278,250	359,640	81,390	29%
1150	Assessment & Taxation	1,393,677	1,311,174	1,304,830	1,481,450	176,620	13%
1155	Property Management	47,103	44,030	48,350	49,810	1,460	3%
1300	County Counsel	108,025	95,210	110,200	110,200	0	0%
1350	Clerk - Admin. & Elections	314,715	294,339	316,680	315,760	(920)	- 0%
1355	Clerk - Records	167,438	173,265	174,140	170,920	(3,220)	- 1%
1625	Budget & Finance	370,520	480,501	492,330	411,330	(81,000)	- 16%
1650	Information Systems	796,785	775,890	761,180	785,620	24,440	3%
1790	Building & Grounds	951,589	932,347	890,630	996,130	105,500	11%
1795	Parks Maintenance	198,158	205,928	201,330	207,950	6,620	3%
1940	Surveyor	114,480	116,737	110,620	111,960	1,340	1%
1990	Dues & Special Assessments	261,540	296,963	303,800	446,400	142,600	46%
2160	District Attorney	1,487,563	1,537,107	1,526,500	1,621,580	95,080	6%
2180	Medical Examiner	38,627	38,000	57,500	57,500	0	0%
2190	Sheriff Support Division	388,323	367,810	382,560	414,550	31,990	8%
2200	Sheriff Criminal Division	2,848,429	3,225,872	3,174,640	3,442,650	268,010	8%
2300	Corrections	2,736,947	2,839,327	2,773,480	2,831,170	57,690	2%
2325	Jail Nurse	423,765	338,303	386,300	399,540	13,240	3%
2340	Juvenile Department	504,272	646,343	797,250	847,940	50,690	6%
2350	Corrections Workcrew	205,625	188,291	210,760	234,830	24,070	11%
2700	Planning Division	515,072	602,265	509,090	573,300	64,210	12%
2750	Emergency Management	358,437	333,210	277,880	291,300	13,420	4%
2800	Animal Control	272,986	275,552	337,650	344,240	6,590	1%
9800	Transfers To Other Funds	1,966,989	2,330,172	1,499,060	3,252,280	1,753,220	116%
9900	Approp. For Contingency 1	0	0	1,734,580	2,020,030	285,450	16%
001 Totals:		17,272,647	18,099,516	19,076,960	22,220,300	3,143,340	16%
Fund: 002 General Roads							
3110	Road Admin. And Support	668,196	747,206	731,330	727,750	(3,580)	- 0%
3120	Road Maint & Construction	5,247,393	5,376,983	7,922,540	5,880,370	(2,042,170)	- 25%
9905	Approp. For Contingency 2	0	0	2,221,820	0	(2,221,820)	0%
002 Totals:		5,915,589	6,124,189	10,875,690	6,608,120	(4,267,570)	- 39%
Fund: 004 County Clerk Records							
1354	County Clerk Records	14,524	14,353	21,940	15,960	(5,980)	- 27%
004 Totals:		14,524	14,353	21,940	15,960	(5,980)	- 27%

Organizational Unit Totals by Fund (Expenses)

Fund: 005 Rural Law Enforcement District							
2191	Sheriff Rural Law Enf Dis	2,330,569	2,530,588	2,560,880	3,030,690	469,810	18%
005 Totals:		2,330,569	2,530,588	2,560,880	3,030,690	469,810	18%
Fund: 007 Public Health							
4110	Community Health	430,896	424,828	417,600	438,780	21,180	5%
4112	Tobacco Prevention	63,044	63,744	64,420	64,420	0	0%
4115	Medical Examiner	0	0	0	0	0	0%
4125	Diabetes Grant	0	0	0	0	0	0%
4129	Immunization	44,047	14,400	14,400	14,040	(360)	- 2%
4130	Maternal & Child Health	58,337	57,225	55,600	58,100	2,500	4%
4133	Babies First	81,349	88,513	85,300	104,270	18,970	22%
4140	W I C Program	245,789	252,574	236,100	256,180	20,080	8%
4150	HHS Jail Nurse	0	0	0	0	0	0%
4160	Family Planning	316,256	301,955	327,450	339,250	11,800	3%
4162	Ryan White Fund Grant	13,622	0	0	0	0	0%
4163	HIV Block Grant	0	0	0	0	0	0%
4168	Chronic Disease Prevention	4,515	0	0	0	0	0%
4169	Household Hazardous Waste	0	55,642	253,990	357,290	103,300	40%
4170	Emergency Preparedness	81,134	73,794	78,000	89,600	11,600	14%
4174	Onsite Sewage Systems	0	1,916	109,900	151,700	41,800	38%
4175	Environmental Health	274,325	217,688	205,000	225,740	20,740	10%
9915	Approp. For Contingency 7	0	0	35,660	35,670	10	0%
007 Totals:		1,613,314	1,552,278	1,883,420	2,135,040	251,620	13%
Fund: 009 Child Support							
2165	Child Support	189,033	190,388	189,490	237,500	48,010	25%
009 Totals:		189,033	190,388	189,490	237,500	48,010	25%
Fund: 018 Juvenile Detention Center							
2175	Juvenile Detention Center	774,667	443,320	49,400	0	(49,400)	0%
018 Totals:		774,667	443,320	49,400	0	(49,400)	0%
Fund: 020 Juvenile Crime Prevention							
2170	Juv Crime Prevention	141,891	174,287	157,700	82,720	(74,980)	- 47%
020 Totals:		141,891	174,287	157,700	82,720	(74,980)	- 47%
Fund: 021 Commission on Child & Families							
2346	Comm. on Children & Fam	196,847	0	9,000	0	(9,000)	0%
021 Totals:		196,847	0	9,000	0	(9,000)	0%
Fund: 024 Parole & Probation Division							
2385	Parole & Probation Division	1,458,518	1,641,525	2,763,120	2,883,920	120,800	4%
024 Totals:		1,458,518	1,641,525	2,763,120	2,883,920	120,800	4%

Organizational Unit Totals by Fund (Expenses)

Fund: 027 Marine Patrol							
2245	Marine Patrol	233,947	238,720	339,940	306,270	(33,670)	- 9%
027 Totals:		233,947	238,720	339,940	306,270	(33,670)	- 9%
Fund: 030 Drug Task Force							
7145	Drug Task Force	168,722	164,574	40,300	10,000	(30,300)	- 75%
030 Totals:		168,722	164,574	40,300	10,000	(30,300)	- 75%
Fund: 033 Mental Health Grants							
7150	Developmental Disabilities	592,296	654,702	683,950	567,980	(115,970)	- 16%
7152	Mental Health	799,630	829,956	822,510	915,270	92,760	11%
7154	Drug & Alcohol Treatment	0	0	0	0	0	0%
7156	Drug & Alcohol Prevention	181,212	205,287	300,760	285,590	(15,170)	- 5%
033 Totals:		1,573,139	1,689,946	1,807,220	1,768,840	(38,380)	- 2%
Fund: 036 Building Codes							
7165	Building Codes	495,975	523,943	750,150	828,200	78,050	10%
036 Totals:		495,975	523,943	750,150	828,200	78,050	10%
Fund: 039 Clatsop County Fisheries							
8500	Clatsop County Fisheries	927,036	804,164	1,150,580	1,176,260	25,680	2%
039 Totals:		927,036	804,164	1,150,580	1,176,260	25,680	2%
Fund: 100 Capital Projects							
2000	Special Projects	1,090,939	545,631	3,758,850	4,284,690	525,840	13%
2002	Fleet Replacement	0	0	0	89,500	89,500	100%
100 Totals:		1,090,939	545,631	3,758,850	4,374,190	615,340	16%
Fund: 102 General Roads Eq Replace							
2001	Equipment Replacement	345,994	318,036	322,200	391,300	69,100	21%
102 Totals:		345,994	318,036	322,200	391,300	69,100	21%
Fund: 105 Insurance Reserve							
2105	Insurance Reserve	59,075	64,492	444,770	253,670	(191,100)	- 42%
105 Totals:		59,075	64,492	444,770	253,670	(191,100)	- 42%
Fund: 120 Land Corner Preservation							
1941	Surveyor - Land Corner 120	48,741	53,810	259,900	255,310	(4,590)	- 1%
120 Totals:		48,741	53,810	259,900	255,310	(4,590)	- 1%
Fund: 140 Jail Commissary Fund							
9100	Jail Commissary	41,848	68,907	81,130	87,390	6,260	7%
140 Totals:		41,848	68,907	81,130	87,390	6,260	7%
Fund: 150 Fair Board							
9300	Fair General Operation	561,390	661,071	1,249,470	1,268,540	19,070	1%
150 Totals:		561,390	661,071	1,249,470	1,268,540	19,070	1%

Organizational Unit Totals by Fund (Expenses)

Fund: 205 Child Custody Mediation & Drug F							
5705	Child Custody Mediation	32,058	26,724	123,940	128,910	4,970	4%
205 Totals:		32,058	26,724	123,940	128,910	4,970	4%
Fund: 206 Video Lottery Fund							
5710	Video Lottery	273,419	336,566	335,920	300,150	(35,770)	- 10%
206 Totals:		273,419	336,566	335,920	300,150	(35,770)	- 10%
Fund: 208 Liquor Enforcement Fund							
5715	Liquor Enforcement	9,000	0	0	50	50	100%
208 Totals:		9,000	0	0	50	50	100%
Fund: 209 Courthouse Security							
5720	Courthouse Security	59,114	53,100	222,860	215,870	(6,990)	- 3%
209 Totals:		59,114	53,100	222,860	215,870	(6,990)	- 3%
Fund: 225 Bike paths							
5805	Bike Paths	0	100	343,820	368,150	24,330	7%
225 Totals:		0	100	343,820	368,150	24,330	7%
Fund: 230 Law Library							
5810	Law Library	57,316	64,681	87,970	56,260	(31,710)	- 36%
230 Totals:		57,316	64,681	87,970	56,260	(31,710)	- 36%
Fund: 235 Animal Shelter Donations							
2810	Animal Shelter Enhance.	44,094	37,526	173,470	170,960	(2,510)	- 1%
235 Totals:		44,094	37,526	173,470	170,960	(2,510)	- 1%
Fund: 240 Park & Land Acq. & Maint							
5815	Parks & Land Acq. Maint	177,352	117,517	1,312,950	1,179,950	(133,000)	- 10%
240 Totals:		177,352	117,517	1,312,950	1,179,950	(133,000)	- 10%
Fund: 250 Emergency Communication							
5820	Emergency Communication	295,923	0	5,000	0	(5,000)	0%
250 Totals:		295,923	0	5,000	0	(5,000)	0%
Fund: 300 Road District #1							
5825	Road District #1	2,798,550	2,948,300	3,089,150	4,265,810	1,176,660	38%
300 Totals:		2,798,550	2,948,300	3,089,150	4,265,810	1,176,660	38%
Fund: 305 State Timber Enforcement Fund							
5828	State Timber Enforcement	176,082	135,881	333,190	480,960	147,770	44%
305 Totals:		176,082	135,881	333,190	480,960	147,770	44%
Fund: 315 Carlyle Apartments							
5842	Carlyle Apartments	0	0	5,100	0	(5,100)	0%
315 Totals:		0	0	5,100	0	(5,100)	0%
Fund: 325 Industrial Development Revolving							
5836	Industrial Develop.Revolving Fund	937,752	2,260,037	3,810,900	3,453,370	(357,530)	- 9%
325 Totals:		937,752	2,260,037	3,810,900	3,453,370	(357,530)	- 9%

Organizational Unit Totals by Fund (Expenses)

Fund: 385 Westport Sewer Serv Dist							
5845	Westport Sewer Service	77,304	61,866	95,920	104,970	9,050	9%
385 Totals:		77,304	61,866	95,920	104,970	9,050	9%
Fund: 386 Westport Sewer Equip Rplc							
5846	Westport Sewer Equipment	5,304	3,918	67,430	47,940	(19,490)	- 28%
386 Totals:		5,304	3,918	67,430	47,940	(19,490)	- 28%
Fund: 395 4-H & Ext Ser Spec Dist							
5850	4-H & Extension	469,971	526,464	583,120	612,780	29,660	5%
395 Totals:		469,971	526,464	583,120	612,780	29,660	5%
Fund: 400 Debt Service Fund							
5855	Debt Service	1,202,955	1,235,175	220,480	362,860	142,380	64%
400 Totals:		1,202,955	1,235,175	220,480	362,860	142,380	64%
Fund: 405 Bond & UAL Reserve Fund							
5860	Bond & UAL Reserve Fund	1,021,800	1,541,800	310,000	594,150	284,150	91%
405 Totals:		1,021,800	1,541,800	310,000	594,150	284,150	91%
Fund: 505 Diking District #5							
6305	Diking District #5	841	821	0	0	0	0%
505 Totals:		841	821	0	0	0	0%
Fund: 511 Diking District #11							
6311	Diking District #11	26	61	0	0	0	0%
511 Totals:		26	61	0	0	0	0%
Fund: 514 Diking District #14							
6314	Diking District #14	57	57	0	0	0	0%
514 Totals:		57	57	0	0	0	0%
Total Expenditures:		43,093,323	45,254,329	58,913,330	60,277,360	1,364,030	2%

4 year Comparative Summary - All County Funds (less Service Districts)

Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Resources						
Beginning Net Working Capital	19,670,078	18,996,420	17,246,605	21,676,610	4,430,005	25%
Property Tax - Current Year	7,642,521	7,910,703	8,117,300	8,527,320	410,020	5%
Property Tax - Prior Year	620,295	398,817	265,000	265,000	0	0%
SIP	271,030	269,169	223,500	203,500	(20,000)	- 8%
Transfers In	6,559,963	7,457,972	3,065,230	4,598,500	1,533,270	50%
Revenue - Excluding Property Tax	20,632,768	21,654,031	26,975,100	25,571,050	(1,404,050)	- 5%
Total Revenues	35,726,578	37,690,692	38,646,130	39,165,370	519,240	1%
Total Resources:	55,396,656	56,687,112	55,892,735	60,841,980	4,949,245	8%
Requirements						
Salaries	12,357,827	12,464,320	12,917,420	13,547,780	630,360	4%
Life & Long Term Disability	16,711	16,057	16,820	15,980	(840)	- 4%
Health & Dental Insurance	3,043,413	2,902,992	2,915,930	2,935,310	19,380	0%
FICA/Medicare	897,353	908,062	972,870	1,025,710	52,840	5%
PERS - Dept Charges Paid to PERS	1,619,510	1,695,279	1,805,070	1,965,800	160,730	8%
PERS - Dept Charges Paid to PERS Bond	1,188,628	1,005,200	0	0	0	0%
Deferred Comp	5,000	5,000	5,000	6,000	1,000	20%
Unemployment Insurance	93,746	159,959	135,030	154,790	19,760	14%
Workers' Compensation	229,523	188,156	212,150	203,860	(8,290)	- 3%
Total Personal Services	19,451,713	19,345,026	18,980,290	19,855,230	874,940	4%
Materials & Services	8,846,873	9,133,953	12,756,520	10,349,880	(2,406,640)	- 18%
Special Payments	1,754,479	1,976,934	1,996,250	2,317,790	321,540	16%
Debt-Principal	1,454,143	1,331,666	19,600	136,090	116,490	594%
Debt-Interest	122,955	65,175	183,000	56,300	(126,700)	- 69%
Debt Other Costs	0	0	0	0	0	0%
Total Debt Service	1,577,098	1,396,841	202,600	192,390	(10,210)	- 5%
Capital Outlay	2,125,214	3,054,256	3,857,890	5,321,380	1,463,490	37%
Transfers Out	3,688,226	4,522,572	3,049,700	4,776,780	1,727,080	56%
Contingency	0	0	11,750,410	9,401,720	(2,348,690)	- 19%
Total Requirements:	37,443,603	39,429,582	52,593,660	52,215,170	(378,490)	- 0%

4 year Comparative Summary - All County Funds (with Service Districts)

Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Resources						
Beginning Net Working Capital	22,414,044	21,675,644	19,514,055	24,420,990	4,906,935	25%
Property Tax - Current Year	10,889,888	11,244,489	11,472,110	11,946,240	474,130	4%
Property Tax - Prior Year	879,677	561,998	392,000	407,000	15,000	3%
SIP	570,695	566,775	448,500	428,500	(20,000)	- 4%
Transfers In	6,654,363	7,583,572	3,068,550	4,600,500	1,531,950	49%
Revenue - Excluding Property Tax	22,380,541	23,924,905	28,949,790	28,808,480	(141,310)	- 0%
Total Revenues	41,375,165	43,881,739	44,330,950	46,190,720	1,859,770	4%
Total Resources:	63,789,209	65,557,384	63,845,005	70,611,710	6,766,705	10%
Requirements						
Salaries	14,361,880	14,263,799	14,058,240	14,790,830	732,590	5%
Life & Long Term Disability	17,240	16,057	18,130	17,100	(1,030)	- 5%
Health & Dental Insurance	3,084,027	2,902,992	3,165,970	3,207,920	41,950	1%
FICA/Medicare	915,079	908,723	1,062,000	1,122,510	60,510	5%
PERS - Dept Charges Paid to PERS	1,643,579	1,695,279	1,972,470	2,163,330	190,860	9%
PERS - Dept Charges Paid to PERS Bond	1,188,628	1,005,200	0	0	0	0%
Deferred Comp	5,000	5,000	5,000	6,000	1,000	20%
Unemployment Insurance	94,646	159,959	147,170	169,140	21,970	14%
Workers' Compensation	230,564	188,702	236,900	228,340	(8,560)	- 3%
Total Personal Services	21,540,642	21,145,711	20,665,880	21,705,170	1,039,290	5%
Materials & Services	9,395,472	10,310,873	13,858,650	11,528,230	(2,330,420)	- 16%
Special Payments	1,773,554	1,978,156	5,111,610	6,609,200	1,497,590	29%
Debt-Principal	1,459,123	1,338,002	24,870	141,510	116,640	469%
Debt-Interest	122,955	65,175	183,000	56,300	(126,700)	- 69%
Debt Other Costs	0	0	0	0	0	0%
Total Debt Service	1,582,078	1,403,177	207,870	197,810	(10,060)	- 4%
Capital Outlay	2,214,200	3,160,851	3,938,190	5,603,180	1,664,990	42%
Transfers Out	6,654,363	7,583,572	3,051,700	4,778,780	1,727,080	56%
Contingency	0	0	12,156,260	9,854,990	(2,301,270)	- 18%
Total Requirements:	43,160,309	45,582,340	58,990,160	60,277,360	1,287,200	2%

Overview by Functional Area - General Fund

REVENUES - Functional Area	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Culture & Recreation	113,296	114,233	108,420	207,950	99,530	91%
Economic Development & Capital	0	0	0	15,000	15,000	100%
General Government	16,881,554	18,299,400	17,124,035	10,826,790	(6,297,245)	- 36%
Land Use, Housing & Transportation	444,629	559,105	394,250	685,260	291,010	73%
Public Safety & Justice	3,037,453	3,141,162	2,968,140	10,485,300	7,517,160	253%
Total Revenues:	20,476,932	22,113,899	20,594,845	22,220,300	1,625,455	- 207%

EXPENDITURES - Functional Area	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Culture & Recreation	198,158	205,928	201,330	207,950	6,620	3%
Economic Development & Capital	0	0	0	15,000	15,000	100%
General Government	6,858,664	7,051,595	7,937,400	10,432,790	2,495,390	31%
Land Use, Housing & Transportation	629,553	719,002	619,710	685,260	65,550	10%
Public Health	321,300	333,175	394,000	394,000	0	0%
Public Safety & Justice	9,264,972	9,789,815	9,924,520	10,485,300	560,780	5%
Total Expenditures:	17,272,647	18,099,516	19,076,960	22,220,300	3,143,340	16%

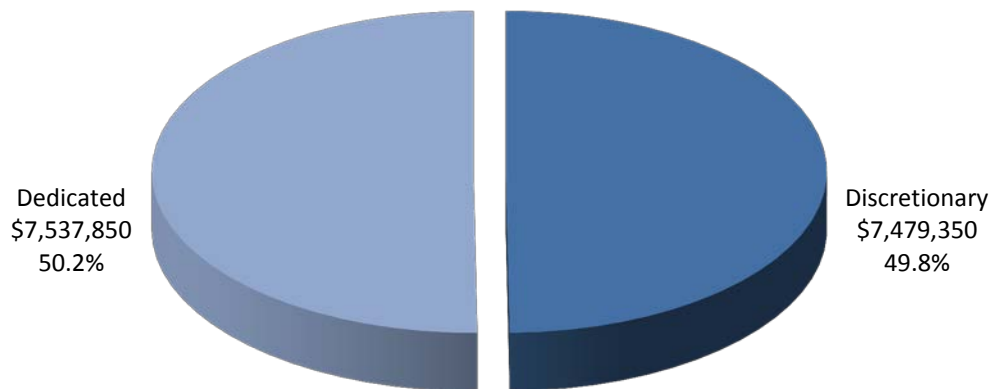
Overview by Functional Area - Countywide (Excluding Service Districts)

REVENUES - Functional Area	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Culture & Recreation	2,888,957	2,841,955	2,670,840	2,656,440	(14,400)	- 0%
Economic Development & Capital	11,618,496	11,290,895	11,186,270	9,710,270	(1,476,000)	- 13%
General Government	18,798,881	20,107,720	18,121,225	12,053,430	(6,067,795)	- 33%
Land Use, Housing & Transportation	9,981,920	10,513,265	12,628,910	8,745,040	(3,883,870)	- 30%
Public Health	3,845,915	3,623,319	3,699,640	3,903,880	204,240	5%
Public Safety & Justice	8,262,487	8,309,958	7,585,850	15,146,110	7,560,260	99%
Total Revenues:	55,396,656	56,687,112	55,892,735	52,215,170	(3,677,565)	- 6%

EXPENDITURES - Functional Area	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	Amount Change	Percent Change
Culture & Recreation	936,900	984,517	2,763,750	2,656,440	(107,310)	- 3%
Economic Development & Capital	3,575,140	4,264,434	9,378,450	9,710,270	331,820	3%
General Government	9,478,351	10,240,590	9,328,590	12,053,430	2,724,840	29%
Land Use, Housing & Transportation	7,089,858	7,422,821	12,854,370	8,745,040	(4,109,330)	- 31%
Public Health	3,405,588	3,259,002	3,699,640	3,903,880	204,240	5%
Public Safety & Justice	12,957,767	13,258,219	14,492,030	15,146,110	654,080	4%
Total Expenditures:	37,443,603	39,429,582	52,516,830	52,215,170	(301,660)	- 0%

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**Clatsop County Functions/Programs Budget
Public Safety & Justice 2015-2016
Total \$15,017,200**



Organizational units included within this functional area in the order they appear within the budget document are:

District Attorney
Child Support
Medical Examiner
Sheriff Support Division
Sheriff Criminal Division
Corrections
Jail Nurse
Corrections Workcrew
Emergency Management
Animal Control
Animal Shelter Enhancement

Marine Patrol
Drug Task Force
Jail Commissary
Juvenile Department
Juvenile Crime Prevention
Law Library
Parole & Probation
Courthouse Security
State Timber Enforcement
Child Custody Mediation
Liquor Enforcement

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriation for each budget included in this functional area are located on the following pages in this section.

District Attorney

Mission Statement

The purpose of criminal prosecution is to evaluate and prosecute all violations of state criminal law brought to the district attorney's office through the seven police agencies in Clatsop County, and on occasion through outside agencies, to ensure that the innocent are protected and the guilty are held accountable.

Department Overview

The Criminal Division consists of 6 Deputy District Attorneys, the elected District Attorney and 9 support staff. The staff reviews, logs in, and then assigns to specific trial assistants and specific deputy district attorneys for vertical prosecution cases submitted by the seven police agencies that serve the cities and county. The initial determination is whether there is a credible charge and if so, should it be charged as a violation, misdemeanor, or felony. Once a Deputy DA makes that decision, the case then goes through the charging process or grand jury process.

Deputy District Attorneys prepare plea offers in virtually every case, and working with one of the two Victims Assistance Coordinators, attempt to discuss the case and possible resolution with identifiable victims and ensure that victims' voices are heard and that they are able to exercise their rights under Oregon statute and the state constitution. The District Attorneys' Office is expected to "attend upon the court" for all proceedings in which the State of Oregon has an interest in criminal, juvenile, or dependency cases. That means staffing three circuit courtrooms virtually daily as well as Grand Jury twice a week. In addition, the DA's Office participates, and in some cases presides over regular meetings of the Multi-Disciplinary Team regarding Child Abuse, the Domestic Violence Council, the Major Crime Team and staffs all three "specialty courts" - the Treatment Court in Judge Matyas's courtroom, Family Court in Judge Brownhill's courtroom, and Drug Court in Judge Nelson's courtroom. Each of these courts is assigned a Deputy DA who attends staffings and appears in court, and while the DA's Office assists in staffing these courts, the DA's Office receives no revenue or compensation for participation in these special courts.

In addition, the District Attorney and at least two senior Deputy District Attorneys, including the Chief Deputy, are on-call on a 24 hour a day, 7-day a week basis for consultation with county police agencies from providing legal advice to helping draft search warrants to convening the Major Crime Team under the protocols agreed upon by all area law enforcement agencies.

Additionally, the District Attorney's Office manages the Medical Examiner Program, appears on behalf of the county in all involuntary mental commitment proceedings, handles habeas corpus suits at the request of the Sheriff, evaluates civil and criminal forfeitures when appropriate, and serves as the arbiter of request under ORS 192, the Oregon Public Records law for agencies below the state level (city, county, schools, and special districts).

The District Attorney's Office regularly participates in legal training for both regular and reserve police officers and provides speakers after hours for various Citizen Police Academies offered at times by area police departments.

Major Accomplishments

In 2014 the lawyers and the staff in the District Attorney's Office (DA) continued to see a fairly steady flow of referrals from the seven different police agencies in the county. Victim contacts continue to markedly increase as the Victims Services Coordinators make notification to victims at every critical stage of each case filed that involves a victim.

The Deputy DAs continue to average over 600 individual court appearances per attorney each year, ranging from arraignments to multi-week trials.

During the 2014 calendar year the DA's staff prosecuted a wide range of felonies and misdemeanors. Unfortunately these now include two Aggravated Murder cases, each involving the murder of 2-year old children - one occurring in late July, the other in December.

Among the more significant cases were the impaired driving convictions involving State vs. Frinell (manslaughter) and State vs. Kitto (felony vehicular assault involving primarily marijuana intoxication), the conviction of a Warrenton police officer for theft of firearms, and continued cooperation with neighboring counties to provide (and be provided at no cost) "special prosecution" services. Recently Senior Deputy DA Beau Peterson convicted a burglar in Columbia County who had committed numerous burglaries in that county, including the home of that county's District Attorney.

Deputies in the DA's office secured convictions in child pornography cases such as State vs. Redfox, repeat property offender (primarily burglars) in State vs. Cozart and State vs. Cutfinger, and the high profile fraud conviction in State vs. Reeves, owner of a local beauty salon.

Performance Measures

Our office pointedly does not measure its success rate by convictions, jail, or prison sentences.

Our ability to measure the relative speed with which cases are handled is severely handicapped by the inability of the relatively newly-adopted State Court "Odyssey" system, which has been unable to provide the state performance measures that we have used in the last several budget cycles before FY 14-15.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
VOCA	29,148	29,148	29,000	29,000	0	0%
St.-victim Assistance Pgm	25,966	34,811	34,600	34,600	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Copy Fees	50,417	41,392	34,000	37,000	3,000	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refunds & Reimbursemen	272	293	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Miscellaneous Revenue	1	0	0	0	0	0%
Trans from Liquor Law Enforce	8,900	0	0	0	0	0%
General Fund Support	1,372,859	1,431,637	1,428,900	1,520,980	92,080	6%
Total Revenue:	1,487,563	1,537,280	1,526,500	1,621,580	95,080	6%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	914,847	966,427	1,018,760	1,063,800	45,040	4%
Personnel Benefits	494,550	494,957	429,040	450,880	21,840	5%
Material & Supplies	78,166	75,896	78,700	106,900	28,200	35%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	1,487,563	1,537,280	1,526,500	1,621,580	95,080	6%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
District Attorney Salary Supp.	1.00	1.00	1.00	1.00	0.00	0%
Admin/legal Asst	1.00	0.95	0.95	0.95	0.00	0%
Chief Deputy Dist. Atty.	1.00	1.00	1.00	1.00	0.00	0%
Deputy DA I	0.95	0.00	0.00	0.00	0.00	0%
Deputy DA II	2.95	2.94	0.97	0.97	0.00	0%
Deputy DA III	1.00	2.00	3.97	3.97	0.00	0%
Staff Assistant	6.00	6.00	6.00	6.00	0.00	0%
Victims Services Coord.	2.00	2.00	2.00	2.00	0.00	0%
Total Personnel:	15.90	15.89	15.89	15.89	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of Police Reports Received	1810	1890	2108	2066		
Number of Victim Contacts	9315	9519	11323	16358		
Court Appearances Per Deputy DA	612	620	621	618		
Number of Juvenile Court Appearances	382	354	276	268		
Felony Cases Filed	434	446	505	485		
Misdemeanor Cases Filed	735	753	678	786		

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
District Attorney Salary Supp.	82-1025	23,500	25,051	26,760	26,760	0	0%
Admin/legal Asst	82-1119	60,221	61,190	62,110	64,060	1,950	3%
Chief Deputy Dist. Atty.	82-1170	102,903	105,475	107,060	110,420	3,360	3%
Deputy District Attorney	82-1172	0	0	468,780	489,540	20,760	4%
Deputy DA I	82-1173	5,109	0	0	0	0	0%
Deputy DA II	82-1174	234,205	134,973	0	0	0	0%
Deputy DA III	82-1175	166,684	302,280	0	0	0	0%
Staff Assistant	82-1191	227,085	240,461	253,080	267,070	13,990	5%
Intern	82-1713	3,000	0	0	0	0	0%
Victims Services Coord.	82-1896	92,140	96,997	100,970	105,950	4,980	4%
Extra Help - A.S. III	82-1940	8,069	5,905	13,000	13,000	0	0%
Overtime	82-1945	3,011	2,787	4,000	4,000	0	0%
F.I.C.A.	82-1950	68,242	71,859	79,240	82,680	3,440	4%
Retirement	82-1955	120,513	130,344	139,900	146,130	6,230	4%
Retirement Bond Payment	82-1958	88,000	78,600	0	0	0	0%
Medical/Dental Ins	82-1960	196,931	27	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	158,703	147,610	159,060	11,450	7%
Dental Insurance	82-1965	0	17,481	17,840	17,070	(770)	- 4%
HSA Contribution	82-1966	0	13,780	13,780	13,780	0	0%
Benefits Admin Fees	82-1967	0	435	450	420	(30)	- 6%
Life Insurance	82-1970	1,352	1,365	1,180	1,180	0	0%
Salary Continuation Insur	82-1972	2,012	2,037	1,330	1,340	10	0%
S.A.I.F.	82-1975	1,119	1,162	1,390	1,410	20	1%
Unemployment	82-1980	5,301	10,474	9,320	10,810	1,490	15%
Personnel Services Totals:		1,409,397	1,461,384	1,447,800	1,514,680	66,880	4%
Materials & Services							
Telephones	82-2070	5,159	4,367	5,500	5,400	(100)	- 1%
Witness Fees	82-2250	1,940	1,825	3,000	3,000	0	0%
Grand Jury Fees	82-2258	506	872	1,000	1,000	0	0%
Membership Fees And Dues	82-2370	6,104	6,212	6,600	6,900	300	4%
Office Supplies	82-2410	3,862	4,887	4,900	4,900	0	0%
Books And Periodicals	82-2413	4,813	8,012	6,000	6,000	0	0%
Postage And Freight	82-2419	4,905	5,101	4,600	4,600	0	0%
Printing And Reproduction	82-2425	13,974	13,460	13,500	13,500	0	0%
PC Equipment	82-2455	1,126	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Special Investigations	82-2474	25,007	15,307	17,000	45,000	28,000	164%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	174	0	0	0	0%
Publi. And Legal Notices	82-2600	0	174	0	0	0	0%
Vehicle Maintenance & Use	82-2923	3,204	3,837	3,900	3,900	0	0%

Education And Training	82-2928	2,895	5,285	5,000	5,000	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	4,670	6,383	7,700	7,700	0	0%
Materials & Services Totals:		78,166	75,896	78,700	106,900	28,200	35%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		1,487,563	1,537,280	1,526,500	1,621,580	95,080	1.00

Child Support

Mission Statement

To collect court-ordered payments for custodial parents and when appropriate, assist in adjusting child support obligations.

Department Overview

The child support division collects and enforces court orders using collection methods, court orders, and when necessary, criminal actions. Two child support agents manage the daily caseload and are assisted by a .06 FTE of a deputy district attorney. The division also establishes orders for support and paternity.

Major Accomplishments

Opened 132 new cases for calendar year 2014.
Continued to increase skills and knowledge of child support enforcement by attending trainings, as offered.
Complied with Federal Title IV-D requirements.
Continued to hold monthly SED Court for delinquent parents.
Provided support enforcement services to more than 600 families.

Budget Highlights

The Child Support budget receives a 66% federal reimbursement for expenses incurred.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	24,368	26,711	42,400	50,200	7,800	0%
Interest On Investments	9	124	0	0	0	0%
Reimburse Child Supp Svc	23,405	11,712	24,000	20,730	(3,270)	- 0%
State GF Reimburse	13,944	16,102	16,100	12,660	(3,440)	- 0%
Annual Fee pmts	2,178	1,981	2,000	2,170	170	0%
ARRA Child Support	0	0	0	0	0	0%
Child Support	118,540	122,222	114,160	111,040	(3,120)	- 0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	26,700	45,200	40,700	40,700	0	0%
Transfer from Other Funds	0	0	330	0	(330)	- 1%
Transfer from Bond Reserve Fun	6,600	10,900	0	0	0	0%
Total Revenue:	215,744	234,953	239,690	237,500	(2,190)	- 0%
Total Unappropriated Budget:	26,711	44,564	50,200	0	(50,200)	- 100%
Total Budgeted Resources:	189,033	190,388	189,490	237,500	48,010	25%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	101,090	104,465	109,980	115,320	5,340	4%
Personnel Benefits	61,125	52,529	45,810	47,860	2,050	4%
Material & Supplies	26,818	33,393	33,700	35,410	1,710	5%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	38,910	38,910	0%
Total Expenditures:	189,033	190,388	189,490	237,500	48,010	25%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Senior Admin Supervisor	0.00	0.05	0.05	0.05	0.00	0%
Deputy DA I	0.05	0.00	0.00	0.00	0.00	0%
Deputy DA II	0.05	0.06	0.03	0.03	0.00	0%
Deputy DA III	0.00	0.00	0.03	0.03	0.00	0%
Child Support Agent I	1.00	1.00	1.00	1.00	0.00	0%
Child Support Agent II	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	2.10	2.11	2.11	2.11	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Child Support Collected	2239451	2053628	2101488	2018458		
Clatsop County Arrearages	80	78	76	76.66		
Overall State Arrearages Collected	59	52	52	52.9		

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Senior Admin Supervisor	82-1119	2,618	3,221	3,270	3,370	100	3%
Deputy District Attorney	82-1172	0	0	0	0	0	0%
Deputy DA I	82-1173	269	0	0	0	0	0%
Deputy DA II	82-1174	4,708	3,531	2,460	2,610	150	6%
Deputy DA III	82-1175	0	1,373	2,890	3,050	160	5%
Child Support Agent I	82-1855	41,814	45,724	48,210	51,810	3,600	7%
Child Support Agent II	82-1856	51,680	50,617	53,150	54,480	1,330	2%
Extra Help - A.S. III	82-1940	619	694	1,000	1,000	0	0%
Overtime	82-1945	17	13	0	0	0	0%
F.I.C.A.	82-1950	7,513	7,874	8,490	8,900	410	4%
Retirement	82-1955	14,998	14,811	15,580	16,780	1,200	7%
Retirement Bond Payment	82-1958	10,000	8,400	0	0	0	0%
Medical/Dental Ins	82-1960	26,860	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	17,311	17,610	17,890	280	1%
Dental Insurance	82-1965	0	1,380	1,400	1,390	(10)	- 0%
HSA Contribution	82-1966	0	220	220	220	0	0%
Benefits Admin Fees	82-1967	0	37	30	40	10	33%
Life Insurance	82-1970	157	163	160	160	0	0%
Salary Continuation Insur	82-1972	160	167	160	160	0	0%
S.A.I.F.	82-1975	151	154	160	160	0	0%
Unemployment	82-1980	649	1,306	1,000	1,160	160	16%
Personnel Services Totals:		162,215	156,995	155,790	163,180	7,390	4%
Materials & Services							
Banking Svcs Fee	82-2002	0	16	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(17)	0	0	0	0%
Telephones	82-2070	527	444	700	700	0	0%
Insurance	82-2200	0	0	0	610	610	100%
Office Supplies	82-2410	576	202	700	2,300	1,600	228%
Postage And Freight	82-2419	2,530	2,635	2,500	2,500	0	0%
Printing And Reproduction	82-2425	1,419	1,126	1,200	1,200	0	0%
PC Equipment	82-2455	0	3,186	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Special Investigations	82-2474	60	373	700	700	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	180	488	1,200	700	(500)	- 41%
Reimbursed Travel Expense	82-2930	427	640	2,100	2,100	0	0%
Indirect Cost Allocation	82-3210	21,100	24,300	24,600	24,600	0	0%
Materials & Services Totals:		26,818	33,393	33,700	35,410	1,710	5%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Computer Equipment	82-4907	0	0	0	0	0	0%

Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	38,910	38,910	100%
Contingencies Totals:		0	0	0	38,910	38,910	100%
Total Expenditures:		189,033	190,388	189,490	237,500	48,010	1.00

Medical Examiner

Mission Statement

To investigate any accidental, homicidal or suicidal death or any death that occurs outside of a medical facility in Clatsop County.

Department Overview

The District Medical Examiner is a physician who is the medical eyes and ears of the State Medical Examiner. The District Medical Examiner appoints Deputy Medical Examiners, usually police officers, and signs death certificates for persons not under a doctor's care at the time of death. The District Medical Examiner is part of the Major Crime Team and is on call 24/7.

Major Accomplishments

Provided county medical examiner services 24/7. The Medical Examiner has been on call and on the scene of every suspicious death, particularly the two child murders in July and December 2014.

Budget Highlights

This is a hold-the-line- budget.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	38,627	38,000	57,500	57,500	0	0%
Total Revenue:	38,627	38,000	57,500	57,500	0	0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	38,627	38,000	57,500	57,500	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	38,627	38,000	57,500	57,500	0	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Medical/Dental Ins	82-1960	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Telephones	82-2070	600	600	0	0	0	0%
Medical Supplies	82-2345	0	0	0	0	0	0%
Contractual Services	82-2471	36,000	36,000	55,000	55,000	0	0%
Administration	82-2475	0	0	0	0	0	0%
Medical Services	82-2502	0	0	0	0	0	0%
Body Transportation Costs	82-2508	1,125	500	2,500	2,500	0	0%
Vehicle Maintenance & Use	82-2923	902	900	0	0	0	0%
Materials & Services Totals:		38,627	38,000	57,500	57,500	0	0%
Total Expenditures:		38,627	38,000	57,500	57,500	0	1.00

Sheriff Support Division

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services with the highest level of integrity and accountability.

Department Overview

The Support Division of the Sheriff's Office provides the day-to-day business administration of the Office. These services include all the word processing of complaints, correspondence and other associated law enforcement clerical activity. Support Division is responsible for the civil process functions, which includes the processing of subpoenas, writs, summons and complaints, notices of process and conducts seizures, foreclosures and sales of real and personal property to satisfy judgements.

The Division acts as the custodian of records for the Sheriffs' Office and thus enters and maintains arrest warrants, restraining orders, stalking orders, stolen weapons and property, files and retrieves all criminal records/booking data. As part of the records function, background and criminal records checks are conducted for the District Attorney's Office, military agencies, Federal/State/local law enforcement agencies, as well as our own case investigations.

The Support Division issues and processes concealed hand gun licenses, alarm permits, liquor permits, hand gun transactions, machine gun sales, explosive permits and others. It is responsible for managing inventories and processing purchase orders for all accounts payable. On a monthly basis, the Division reports criminal data and statistics, as required by law, for compilation by State and Federal agencies.

Major Accomplishments

Streamlined civil foreclosure process.
Completed cross-training of employees.
Purged past closed cases evidence.

Performance Measures

Transition evidence and property procedures, hardware and storage at new facility.
Develop and implement staff transition plan.
Increase flexibility in issuing Concealed Handgun Licenses.

Budget Highlights

This is a status quo budget with no new staff or programming. The increases to Personnel Services are due to standard cost of living increases. Material and Services have increased due to including furniture and fixtures for the new building. This is an attempt to reduce costs of the project below loan amount. If these costs are able to be included in the overall project then the funds will not be expended.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Weapon Permits	38,225	31,818	29,000	25,000	(4,000)	- 0%
Towing Ord Fees	750	150	300	300	0	0%
Revenue From Rled	143,418	131,102	133,990	147,560	13,570	0%
Sheriff Civil Fees	36,914	62,762	43,000	43,000	0	0%
Sheriff Alarm Fees	2,825	2,750	3,000	2,900	(100)	- 0%
Finger Prints	0	0	0	5,000	5,000	0%
Copy Fees	1,135	1,941	1,500	1,800	300	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	66	42	0	0	0	0%
Miscellaneous Revenue	89	0	100	0	(100)	- 1%
General Fund Support	164,900	137,246	171,670	188,990	17,320	10%
Total Revenue:	388,323	367,810	382,560	414,550	31,990	8%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	235,239	209,934	218,420	225,490	7,070	3%
Personnel Benefits	118,826	124,592	119,570	121,890	2,320	1%
Material & Supplies	34,258	33,284	44,570	67,170	22,600	50%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	388,323	367,810	382,560	414,550	31,990	8%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Support Div Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	4.10	3.50	3.50	3.50	0.00	0%
Total Personnel:	5.10	4.50	4.50	4.50	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Concealed handgun Permits Processed	454	402	698	619	468	500
Alarm Permits Processed	142	129	115	118	112	100
Warrants Entered	909	1124	1148	1132	955	900
Civil Papers Processed				2756	1768	2000

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Support Div Supervisor	82-1117	62,839	64,457	65,380	67,430	2,050	3%
Staff Assistant	82-1191	172,399	145,477	153,040	158,060	5,020	3%
Extra Help - A.S. III	82-1940	0	7,445	13,000	13,000	0	0%
Overtime	82-1945	1,133	131	5,000	5,000	0	0%
F.I.C.A.	82-1950	17,470	15,986	18,090	18,630	540	2%
Retirement	82-1955	31,951	28,723	29,940	30,420	480	1%
Retirement Bond Payment	82-1958	22,700	17,500	0	0	0	0%
Medical/Dental Ins	82-1960	42,640	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	43,180	42,440	43,540	1,100	2%
Dental Insurance	82-1965	0	5,448	5,540	5,490	(50)	- 0%
HSA Contribution	82-1966	0	2,000	2,000	2,000	0	0%
Benefits Admin Fees	82-1967	0	206	190	170	(20)	- 10%
Life Insurance	82-1970	414	370	370	370	0	0%
Salary Continuation Insur	82-1972	477	439	450	450	0	0%
S.A.I.F.	82-1975	391	339	420	390	(30)	- 7%
Unemployment	82-1980	1,652	2,825	2,130	2,430	300	14%
Personnel Services Totals:		354,065	334,526	337,990	347,380	9,390	2%
Materials & Services							
Clothing And Uniform Exp.	82-2040	418	350	600	600	0	0%
Maintenance - Equipment	82-2260	0	0	1,000	1,000	0	0%
General Equipment	82-2268	0	0	1,000	1,000	0	0%
Employee Drug Screen	82-2302	0	0	40	40	0	0%
Membership Fees And Dues	82-2370	140	130	100	200	100	100%
Office Supplies	82-2410	5,645	5,176	6,000	6,000	0	0%
Awards	82-2412	262	147	200	200	0	0%
Books And Periodicals	82-2413	25	64	100	100	0	0%
Postage And Freight	82-2419	4,809	6,560	6,000	9,000	3,000	50%
Records And Forms	82-2422	2,657	1,861	3,000	3,000	0	0%
Printing And Reproduction	82-2425	11,345	9,306	12,000	12,000	0	0%
Photographic Supplies	82-2427	107	342	400	400	0	0%
Office Furniture & Equipment	82-2454	320	516	500	20,000	19,500	3900%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	3,350	5,245	5,600	5,600	0	0%
Publ. And Legal Notices	82-2600	210	264	530	530	0	0%
Education And Training	82-2928	1,518	1,050	3,000	3,000	0	0%
Reimbursed Travel Expense	82-2930	3,161	1,776	4,000	4,000	0	0%
Utilities	82-2960	291	497	500	500	0	0%
Materials & Services Totals:		34,258	33,284	44,570	67,170	22,600	50%
Total Expenditures:		388,323	367,810	382,560	414,550	31,990	1.00

Sheriff Criminal Division

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services to our citizen partners, with the highest level of integrity and accountability.

Department Overview

The Criminal Division is responsible for performing the operations function of the Sheriff's Office. Typical mandated tasks performed are the investigations of deaths, domestic violence and child abuse, extraditions and transportation of prisoners, witnesses, juveniles, mental patients, serving warrants, subpoenas, forcible entry detainers, summons and complaints, writs and other court orders and search and rescue. Examples of non-mandated services are law enforcement, emergency responses, response to traffic crashes, criminal complaints, criminal investigations, dispute resolution, traffic enforcement/deterrence and law enforcement patrols.

This budget also provides for the Reserve Deputy component of the Sheriff's Office. Reserves carry out contractual services for beach patrol, elections security and are used to augment the regular deputies for peak events. This budget accomplishes the search and rescue mandates through a core of approximately 50 volunteers who are skilled and/or certified in the art of mountaineering, ground search and dive/water rescue. The budget includes the operation and staffing of the Drug Task Force which had formerly been a separate budget.

The administration and supervision of the Drug Task Force, Marine Patrol and Forest Patrol are included in this budget.

Major Accomplishments

Implemented a body worn camera program.
Modernized the Mobile Data Terminal program with assigned tablets at a significant cost savings.
Improved the tracking and accountability of the citizen request for service program.
Revised Pursuit Policy to match with current vehicle technology.

Performance Measures

Increase percentage of registered sex offenders in compliance.
Maintain high level of accountability for citizen service request program.
Fully staff division and reduce the use of reserves to cover low shifts.
Provide face-to-face service on all calls.

Budget Highlights

Revenue has increased by \$129,550 primarily due to increased Rural Law Enforcement District (RLED) funding as a percentage of expenditures. Personnel Services has increased by \$291,240 due to normal cost of living increases, step increases and the increase from .5 FTE to a 1.0 FTE criminal deputy. This is an increased cost to the RLED as the decision was to increase to a full-time position when the current person working the .5 FTE position retires in the first quarter of 2015-16. Material and Services increased by \$31,180 due to an increase of \$32,550 for dispatch services and the Justice Web app. The increase was driven by personnel service costs and an increase of 16% in Sheriff's Office calls for service.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Sheriff Fines & Fees	30,921	27,996	27,500	27,500	0	0%
Timber State Enfrmt Fund Reven	105,000	68,100	64,410	68,100	3,690	0%
OHV Grant	0	34,225	36,900	31,310	(5,590)	- 0%
St. - Prisoner Transport	301	824	0	0	0	0%
Revenue From Rled	1,819,243	2,047,450	1,941,050	2,100,740	159,690	0%
Fees for Services	7,248	4,675	0	1,700	1,700	0%
Forest Patrol	16,192	16,020	15,000	15,000	0	0%
Beach Patrol	31,306	26,660	31,000	34,200	3,200	0%
Fort Steven's Park Patrol	0	0	0	0	0	0%
Anti Drug - Restitution	0	0	2,000	1,000	(1,000)	- 0%
Forfeiture - Anti-drug	0	0	1,000	1,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refunds & Reimbursemen	2,214	2,255	0	0	0	0%
Lease Revenue	0	4,785	4,960	5,240	280	0%
Donations From Trust	2,554	7,854	4,000	4,000	0	0%
Miscellaneous Revenue	1,398	40	300	0	(300)	- 1%
Equip. Auction & Sales	603	15,950	2,000	2,000	0	0%
Transfer from Other Funds	0	0	42,120	10,000	(32,120)	- 0%
General Fund Support	841,377	1,197,479	1,002,400	1,140,860	138,460	13%
Total Revenue:	2,858,358	3,454,314	3,174,640	3,442,650	268,010	8%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	1,402,142	1,438,793	1,498,470	1,622,460	123,990	8%
Personnel Benefits	1,132,534	1,148,471	1,020,680	1,133,550	112,870	11%
Material & Supplies	321,128	859,196	651,490	682,640	31,150	4%
Special Payments	2,554	7,854	4,000	4,000	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	2,858,358	3,454,314	3,174,640	3,442,650	268,010	8%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Sheriff	1.00	1.00	1.00	1.00	0.00	0%
Chief Deputy Sheriff	1.00	0.90	0.90	0.90	0.00	0%
Sergeant	4.00	4.00	4.00	4.00	0.00	0%
Special Detective	1.00	1.00	1.00	1.00	0.00	0%
Deputy Sheriff SR	2.00	8.00	5.00	7.00	2.00	40%
Deputy Sheriff	10.00	4.00	7.50	7.50	0.00	0%
Resident Deputy	3.20	3.00	3.00	3.00	0.00	0%
Total Personnel:	22.20	21.90	22.40	24.40	2.00	8%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Serve Civil Process	Count	2,073	1,670	1,680	1,752	1,670	1,700
Conduct Traffic Stops	Count	3,599	3,329	4,255	4,236	4,282	4,200
Conduct Field Interviews	Count	414	443	643	954	1,261	1,000
Arrest DUII Drivers	Count	68	59	64	45	46	60
Respond to Calls For Service	Count	10,611	11,071	13,078	14,519	15,648	15,000
Average Response Time	Count	0	0	22	20	22	22

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Sheriff	82-1030	108,324	109,840	111,490	114,980	3,490	3%
Chief Deputy Sheriff	82-1110	87,787	89,423	91,690	94,500	2,810	3%
Sergeant	82-1116	293,221	305,558	303,730	320,530	16,800	5%
Special Detective	82-1177	62,345	67,124	65,180	68,390	3,210	4%
Deputy Sheriff SR	82-1515	293,563	320,322	326,770	442,140	115,370	35%
Deputy Sheriff	82-1520	377,457	389,138	420,010	387,570	(32,440)	- 7%
Resident Deputy	82-1521	179,444	157,388	179,600	194,350	14,750	8%
Extra Help - Dep. Sheriff	82-1915	63,483	110,662	70,000	85,000	15,000	21%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	98,445	99,606	130,000	135,000	5,000	3%
F.I.C.A.	82-1950	114,909	122,286	129,930	140,950	11,020	8%
Retirement	82-1955	222,636	238,633	249,240	295,590	46,350	18%
Retirement Bond Payment	82-1958	148,600	128,000	0	0	0	0%
Medical/Dental Ins	82-1960	432,829	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	317,756	301,480	330,770	29,290	9%
Dental Insurance	82-1965	0	34,829	38,350	40,460	2,110	5%
HSA Contribution	82-1966	0	40,800	42,800	44,800	2,000	4%
Benefits Admin Fees	82-1967	0	589	620	560	(60)	- 9%
Life Insurance	82-1970	1,559	1,477	1,860	1,530	(330)	- 17%
Salary Continuation Insur	82-1972	2,412	2,319	2,350	2,380	30	1%
S.A.I.F.	82-1975	39,348	34,264	38,760	38,090	(670)	- 1%
Unemployment	82-1980	8,315	17,252	15,290	18,420	3,130	20%
Personnel Services Totals:		2,534,676	2,587,264	2,519,150	2,756,010	236,860	9%
Materials & Services							
Equipment Reimbursement	82-2039	0	2,711	4,750	5,750	1,000	21%
Clothing And Uniform Exp.	82-2040	7,406	8,689	7,500	10,000	2,500	33%
Uniform Cleaning	82-2041	2,437	1,589	2,000	2,000	0	0%
Telephones	82-2070	25,930	27,833	30,500	30,500	0	0%
Canine Maintenance	82-2166	2,190	1,687	2,500	1,800	(700)	- 28%
Prof And Spec Services	82-2245	140	140	140	0	(140)	- 100%
Maintenance - Equipment	82-2260	4,693	280	5,000	5,000	0	0%
Maint. - Comm. Equipment	82-2262	3,126	10,649	16,000	16,000	0	0%
General Equipment	82-2268	715	10,875	7,000	7,000	0	0%
Employee Drug Screen	82-2302	0	160	100	100	0	0%
Membership Fees And Dues	82-2370	795	620	1,100	1,100	0	0%
Books And Periodicals	82-2413	0	953	200	1,000	800	400%
Prof And Spec Services	82-2450	0	0	0	140	140	100%
Legal Services	82-2469	0	70,750	0	0	0	0%
Contractual Services	82-2471	9,929	228,442	275,000	307,550	32,550	11%
Contractual Services	82-2471	9,929	228,442	0	0	0	0%
Physical Exams	82-2505	2,542	2,330	2,550	2,550	0	0%

Publi. And Legal Notices	82-2600	0	0	300	300	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	23,758	27,350	27,350	0	0%
Investigative Supplies	82-2770	4,425	2,377	5,500	5,500	0	0%
Patrol Supplies	82-2771	5,331	7,035	8,000	8,000	0	0%
Search And Rescue	82-2772	10,388	11,769	10,000	12,000	2,000	20%
Ammunition	82-2773	13,279	9,392	10,000	15,000	5,000	50%
Flash And Seed Money	82-2774	0	0	5,000	5,000	0	0%
Reserves Expense	82-2781	5,150	2,197	4,000	4,000	0	0%
Fleet Vehicle Use	82-2921	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	186,208	185,293	202,000	190,000	(12,000)	- 5%
Education And Training	82-2928	10,973	8,590	10,000	10,000	0	0%
Reimbursed Travel Expense	82-2930	15,542	12,635	15,000	15,000	0	0%
Materials & Services Totals:		321,128	859,196	651,490	682,640	31,150	4%
Special Payments							
Unallocated Donations	82-3141	2,554	7,854	4,000	4,000	0	0%
Special Payments Totals:		2,554	7,854	4,000	4,000	0	0%
Total Expenditures:		2,858,358	3,454,314	3,174,640	3,442,650	268,010	1.00

Sheriff Corrections Division

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services to our citizen partners with the highest level of integrity and accountability.

Department Overview

The Corrections Division is responsible for the operation of the 60 bed County Jail. Operations include booking, lodging, confinement and feeding approximately 2,600 inmates that are booked plus the 1,100 inmates transferred on an annual basis. The county jail houses every classification of offender ranging from violators of traffic complaints to murderers. Typical duties include receiving an arrestee from any of the federal, state or local law enforcement agencies. Booking an arrestee is a process that requires positively identifying the arrestee, fingerprinting and photographing them, receiving and securing all of their property, conducting a risk classification and performing a medical profile. Staff is then responsible for assuring appearances in court and transporting inmates to and from medical appointments. Inmates length of stay can range from just a few hours to in excess of two to three years. In addition, the Corrections Division books and tracks inmates transferred to contracted detention.

Staff is required to track inmate progress through the adjudication system and make release decisions based on risk analysis due to over crowding. Staff also provides for the Court Security Deputy who is responsible for protecting the courts and the courthouse proper. The division is responsible for confirming all warrant requests from outside agencies and monitors the Oregon Emergency Management Disaster Alert System.

Major Accomplishments

Implemented post assignment plan for increased staff to inmate interaction.
Fully implemented mental health treatment program.
Completed a Body Worn Camera program.
Improved supervision and accountability in use of force incidents.

Performance Measures

Increase the number of General Inspections of cell blocks.
Increase the number of hours of provided to inmates for outdoor exercise.
Increase training for staff development.
Implement Lexipol Policy Manual

Budget Highlights

Revenue has seen a minimal decrease of approximately \$1,000. This is due to a reduction in state support for holding DUII offenders in custody because of overcrowding. Parole and probation support has increased due to the realization that most inmates housed in the jail is due to violations of Parole or Probation conditions. Fingerprint revenue reduced due to the Support Division assuming this function once the new facility is completed.

Expenses have increased by approximately \$41,060 due to normal cost of living increases and the inclusion of a fourth sergeant. The added position will allow the Sheriff's Office to increase supervision to 83% of the work week from an average of 66%. This will reduce risk management and liability issues. The cost increase has been mitigated by Tillamook County's request to reduce the number of rented jail beds. Overall the budget remains below the mandated base budget amount of \$2,902,540 by \$88,000.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Corrections Prog Sb1065	72,704	21,788	20,000	22,000	2,000	0%
St. - Prisoner Transport	1,446	819	1,600	1,600	0	0%
SB 395	19,730	35,762	40,000	15,000	(25,000)	- 0%
Justice Reimb. Act HB3194	0	63,387	31,690	31,690	0	0%
Office of Justice Programs	9,363	11,298	11,000	5,300	(5,700)	- 0%
Social Security Inmate Fee	5,200	6,000	3,200	6,000	2,800	0%
Co. Jail Inmate Fees	12,325	9,965	10,000	10,000	0	0%
Community Corrections Revenue	8,800	14,950	18,500	31,120	12,620	0%
Electronic Monitoring	9,537	5,976	2,800	5,400	2,600	0%
Finger Prints	10,215	10,155	10,000	5,000	(5,000)	- 0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	513	629	0	0	0	0%
Rev Courthouse Security	54,900	52,600	51,650	50,550	(1,100)	- 0%
Revenue From Jail Commissary	0	0	0	0	0	0%
Miscellaneous Revenue	675	0	100	100	0	0%
Transfer from Jail Commissary	12,000	12,000	12,000	12,000	0	0%
General Fund Support	2,519,539	2,593,998	2,560,940	2,635,410	74,470	2%
Total Revenue:	2,736,947	2,839,327	2,773,480	2,831,170	57,690	2%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	1,342,937	1,441,071	1,424,900	1,493,030	68,130	4%
Personnel Benefits	973,795	971,025	876,880	954,440	77,560	8%
Material & Supplies	420,214	427,231	471,700	383,700	(88,000)	- 18%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	2,736,947	2,839,327	2,773,480	2,831,170	57,690	2%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Lieutenant	1.00	1.00	1.00	1.00	0.00	0%
Sergeant	3.00	3.00	3.00	4.00	1.00	33%
Deputy Sheriff SR	7.00	13.00	11.00	10.00	(1.00)	- 9%
Deputy Sheriff	10.00	4.00	6.00	7.00	1.00	16%
Control Room Tech.	2.00	2.00	2.00	2.00	0.00	0%
Total Personnel:	23.00	23.00	23.00	24.00	1.00	4%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Completed bookings	Count	2,466	2,641	2,424	2,337	2,402	2,450
Civilian Fingerprints	Count	670	640	681	677	746	450
Cell Searches	Count	17	46	52	19	18	36
Program Hours	Count	0	0	504	247	260	260
Inmate to Inmate Assaults	Count	2	6	11	14	16	12
Escapes	Count	0	0	0	0	0	0
Inmate to Staff Assaults	Count	1	1	1	4	4	4
Matrix Releases	Count	80	192	178	196	246	285

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Lieutenant	82-1113	86,549	89,145	90,450	87,190	(3,260)	- 3%
Sergeant	82-1116	221,969	229,667	234,520	300,320	65,800	28%
Deputy Sheriff SR	82-1515	530,588	758,685	702,560	632,530	(70,030)	- 9%
Deputy Sheriff	82-1520	431,392	282,989	318,480	390,090	71,610	22%
Control Room Tech.	82-1530	72,440	80,586	78,890	82,900	4,010	5%
Extra Help - Dep. Sheriff	82-1915	7,038	4,179	6,000	10,000	4,000	66%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	93,660	91,581	115,000	120,000	5,000	4%
F.I.C.A.	82-1950	106,544	113,301	118,260	124,160	5,900	4%
Retirement	82-1955	205,992	226,225	231,180	255,980	24,800	10%
Retirement Bond Payment	82-1958	143,400	122,700	0	0	0	0%
Medical/Dental Ins	82-1960	362,293	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	284,925	275,220	309,940	34,720	12%
Dental Insurance	82-1965	0	29,465	31,090	35,230	4,140	13%
HSA Contribution	82-1966	0	41,000	42,000	44,000	2,000	4%
Benefits Admin Fees	82-1967	0	516	490	490	0	0%
Life Insurance	82-1970	1,484	1,460	1,850	1,500	(350)	- 18%
Salary Continuation Insur	82-1972	2,185	2,160	2,230	2,140	(90)	- 4%
S.A.I.F.	82-1975	42,174	37,132	39,650	34,770	(4,880)	- 12%
Unemployment	82-1980	9,024	16,382	13,910	16,230	2,320	16%
Personnel Services Totals:		2,316,733	2,412,096	2,301,780	2,447,470	145,690	6%
Materials & Services							
Equipment Reimbursement	82-2039	0	3,165	0	5,500	5,500	100%
Clothing And Uniform Exp.	82-2040	5,565	9,552	17,500	12,000	(5,500)	- 31%
Uniform Cleaning	82-2041	3,112	3,012	3,000	3,100	100	3%
Telephones	82-2070	6,594	8,053	8,000	8,000	0	0%
Jail Supplies	82-2162	8,829	11,567	15,000	15,000	0	0%
Maintenance - Equipment	82-2260	9,981	17,248	12,000	12,000	0	0%
General Equipment	82-2268	2,610	3,076	5,000	10,000	5,000	100%
Employee Drug Screen	82-2302	0	200	500	200	(300)	- 60%
Membership Fees And Dues	82-2370	760	275	400	7,500	7,100	1775%
Books And Periodicals	82-2413	24	0	400	500	100	25%
Justice Benefits	82-2460	2,060	2,486	2,500	1,500	(1,000)	- 40%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	147,310	150,923	153,000	153,000	0	0%
Contract Svcs/Mental Health	82-2484	5,619	8,100	15,000	15,000	0	0%
Med., Dent., & Lab Ser.	82-2504	35	0	0	0	0	0%
Physical Exams	82-2505	1,633	3,645	1,800	2,000	200	11%
Publi. And Legal Notices	82-2600	126	0	100	0	(100)	- 100%
Jail Beds Lease	82-2635	191,565	169,290	200,000	100,000	(100,000)	- 50%
Vehicle Maintenance & Use	82-2923	17,440	26,937	18,000	18,000	0	0%

Education And Training	82-2928	4,046	1,393	5,000	5,000	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	8,648	4,823	10,000	10,000	0	0%
Electric Monitoring	82-3079	4,257	3,488	4,500	5,400	900	20%
Materials & Services Totals:		420,214	427,231	471,700	383,700	(88,000)	- 18%
Capital Outlay							
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		2,736,947	2,839,327	2,773,480	2,831,170	57,690	1.00

Jail Nurse

Mission Statement

The mission of the Sheriff's Office is to provide efficient and innovative public safety services with the highest level of integrity and accountability.

Department Overview

The Sheriff's Office Corrections Division manages the medical services for the jail. This organizational unit accounts for the provision of nursing services, including the administration of medical and pharmaceutical supplies to the County Jail. The services are overseen by the County Health Officer, the cost of which is accounted for in the contract personnel line item.

Major Accomplishments

Timeliness of health appraisals has improved.
Maintained level of reduced dependence on deputies dispersing medications with the inclusion of additional nursing staff.
Reduced the number of medical emergencies handled by deputies with the inclusion of additional nursing services.

Performance Measures

Maintain level of reduced dependence on deputies dispersing medications.
Maintain lower level of off site medical services.
Maintain current practice of health appraisal prior to entry into the facility.

Budget Highlights

This is a status quo budget with no new staff or programs. Personnel services increases due to standard cost of living increases. The only increase in Material Services is due to the need of adding a confidential fax line. Budget remained below the base budget amount.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Co. Jail Inmate Fees	5,916	6,300	5,900	4,000	(1,900)	- 0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	2,697	0	0	0	0%
Jail Nurse Services to Juvenil	15,000	11,250	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	402,849	318,056	380,400	395,540	15,140	3%
Total Revenue:	423,765	338,303	386,300	399,540	13,240	3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	122,462	129,231	135,460	139,340	3,880	2%
Personnel Benefits	66,474	80,473	58,740	68,200	9,460	16%
Material & Supplies	234,829	128,599	192,100	192,000	(100)	- 0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	423,765	338,303	386,300	399,540	13,240	3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Clinical Manager	1.00	1.00	1.00	1.00	0.00	0%
Public Health Nurse II	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	2.00	2.00	2.00	2.00	0.00	0%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Reduce number of medical grievances Count	0	5	1	6	1	8
Maintain Overtime at or below Count	0	1,347	1,298	13,403	3,930	5,000
Provide Mental Health Counseling Count	0	75	52	64	100	130
Provide TB Tests Count	0	580	510	416	450	500
Provide formalized medical screening Count	0	180	480	416	450	500

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Clinical Manager	82-1095	71,812	74,703	75,820	78,200	2,380	3%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse I	82-1207	50,650	54,528	59,640	61,140	1,500	2%
Public Health Nurse II	82-1209	0	0	0	0	0	0%
Accountant I	82-1850	0	0	0	0	0	0%
Overtime	82-1945	1,832	13,404	5,000	10,000	5,000	100%
F.I.C.A.	82-1950	9,221	10,624	10,750	11,420	670	6%
Retirement	82-1955	17,052	20,243	20,240	22,690	2,450	12%
Retirement Bond Payment	82-1958	12,500	10,700	0	0	0	0%
Medical/Dental Ins	82-1960	24,221	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	18,352	15,730	16,820	1,090	6%
Dental Insurance	82-1965	0	1,801	1,830	1,820	(10)	- 0%
HSA Contribution	82-1966	0	3,000	3,000	3,000	0	0%
Benefits Admin Fees	82-1967	0	45	40	50	10	25%
Life/AD&D Insurance	82-1970	222	222	200	200	0	0%
Salary Continuation Insur	82-1972	285	288	290	290	0	0%
S.A.I.F.	82-1975	400	328	400	420	20	5%
Unemployment	82-1980	741	1,467	1,260	1,490	230	18%
Personnel Services Totals:		188,936	209,704	194,200	207,540	13,340	6%
Materials & Services							
Telephones	82-2070	0	0	0	900	900	100%
Program Supplies	82-2140	0	0	100	0	(100)	- 100%
License And Permit Fees	82-2240	150	200	200	500	300	150%
Med., Dent., & Lab Supp.	82-2340	1,252	1,194	6,000	1,500	(4,500)	- 75%
Medical Supplies	82-2345	698	1,067	1,300	3,000	1,700	130%
Pharmacy	82-2347	48,172	30,643	45,000	45,000	0	0%
Printing And Reproduction	82-2425	0	0	200	0	(200)	- 100%
Contract Personnel	82-2470	25,080	27,084	27,000	27,600	600	2%
Administration	82-2475	0	0	100	0	(100)	- 100%
Med., Dent., & Lab Ser.	82-2504	159,477	67,647	110,000	110,000	0	0%
Education And Training	82-2928	0	765	1,500	1,500	0	0%
Reimbursed Travel Expense	82-2930	0	0	700	2,000	1,300	185%
Materials & Services Totals:		234,829	128,599	192,100	192,000	(100)	- 0%
Total Expenditures:		423,765	338,303	386,300	399,540	13,240	1.00

Corrections Workcrew

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services with the highest level of integrity and accountability.

Department Overview

The Inmate Work Crew supervises offenders on alternative sanctions to incarceration. The program operates seven days a week with offenders who have been released from incarceration, assigned by Parole and Probation or who have been sentenced directly to the Work Crew. Inmates, under the supervision of an armed and certified corrections deputy perform work which benefits the public. Such work may include but not limited to clearing brush, maintaining parks, fences, lawns, roadways and other county and public facilities. They also make firewood for seniors and other qualified people as administered by Clatsop Community Action. The Inmate Work Crew also performs maintenance and cleanup for the Fairgrounds and public events. The Inmate Work Crew provides approximately 30,000 hours of community service labor per year.

Major Accomplishments

Provided cost savings to public entities.
 Was able to continue services in the face of severe staff shortages.
 Was able to assist Clatsop Community College when their vendors were unable to complete the necessary work.
 Provided significant support to County Parks in debris cleanup.

Performance Measures

Initiate a standard wood lot program that provides consistency for the public.
 Assist emergent rural service districts, i.e. Arch Cape Sanitary District.
 Provide assistance to needy families, i.e. wishing tree program.
 Explore options to assist other government agencies such as ODOT or the cities.

Budget Highlights

This is a status quo budget with no added personnel or programs. Expenditures have increased due to normal cost of living increases. Revenue remains stable and Parole and Probation has started a program to reimburse for Parole and Probation Offenders use of the work crew.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Corrections Prog Sb1065	37,626	22,204	20,000	22,590	2,590	0%
State Parks Revenue	0	0	0	0	0	0%
Community Corrections Revenue	0	0	0	7,000	7,000	0%
Work Crew	7,574	5,065	6,000	4,000	(2,000)	- 0%
Wood Sales	4,290	2,941	6,000	2,000	(4,000)	- 0%
Miscellaneous Services	8,246	5,174	8,000	5,000	(3,000)	- 0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	331	1	0	0	0	0%
Miscellaneous Revenue	0	0	100	100	0	0%
Equip. Auction & Sales	104	127	0	0	0	0%
General Fund Support	147,453	152,778	170,660	194,140	23,480	13%
Total Revenue:	205,625	188,291	210,760	234,830	24,070	11%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	115,513	102,378	120,170	131,490	11,320	9%
Personnel Benefits	75,789	67,538	65,590	78,340	12,750	19%
Material & Supplies	14,323	18,375	25,000	25,000	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	205,625	188,291	210,760	234,830	24,070	11%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Deputy Sheriff SR	2.00	2.00	1.00	2.00	1.00	100%
Deputy Sheriff	0.00	0.00	1.00	0.00	(1.00)	- 100%
Total Personnel:	2.00	2.00	2.00	2.00	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Inmate Hours provided to B&G	Count	614	1,132	328	102	192	144
Inmate hours to inter-government agencies	Count	3,350	8,425	6,373	1,383	3,600	1,500
Truckloads of wood sold	Count	333	157	262	170	200	240
SAIF Claims	Count	2	3	2	1	1	3
Unauthorized Departures	Count	28	42	25	26	34	40
Inmate Hours Spent on Contracts	Count	2,033	2,234	1,877	1,106	1,050	1,100
Inmate Hours spent on public	Count	5,380	3,366	738	1,200	3,375	1,450

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Deputy Sheriff SR	82-1515	83,937	0	62,140	131,490	69,350	111%
Deputy Sheriff	82-1520	31,576	102,378	58,030	0	(58,030)	- 100%
Overtime	82-1945	3,006	5,333	7,200	7,200	0	0%
F.I.C.A.	82-1950	8,748	8,019	9,740	10,610	870	8%
Retirement	82-1955	17,758	16,028	19,060	23,180	4,120	21%
Retirement Bond Payment	82-1958	12,300	10,200	0	0	0	0%
Medical/Dental Ins	82-1960	30,114	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	19,252	19,800	25,820	6,020	30%
Dental Insurance	82-1965	0	1,994	2,500	3,090	590	23%
HSA Contribution	82-1966	0	3,000	3,000	4,000	1,000	33%
Benefits Admin Fees	82-1967	0	43	40	40	0	0%
Life/AD&D Insurance	82-1970	113	99	150	110	(40)	- 26%
Salary Continuation Insur	82-1972	144	126	140	140	0	0%
S.A.I.F.	82-1975	2,944	2,207	2,810	2,760	(50)	- 1%
Unemployment	82-1980	663	1,237	1,150	1,390	240	20%
Personnel Services Totals:		191,302	169,915	185,760	209,830	24,070	12%
Materials & Services							
Equipment Reimbursement	82-2039	0	0	0	500	500	100%
Clothing And Uniform Exp.	82-2040	339	0	500	500	0	0%
Uniform Cleaning	82-2041	80	0	300	300	0	0%
Telephones	82-2070	137	128	1,000	700	(300)	- 30%
Maintenance - Equipment	82-2260	761	1,772	3,800	3,800	0	0%
Maint. - Comm. Equipment	82-2262	0	0	200	600	400	200%
Maintenance S.I.G.	82-2300	913	718	800	800	0	0%
Work Crew Supplies	82-2769	2,112	1,229	3,500	2,900	(600)	- 17%
Vehicle Maintenance & Use	82-2923	8,037	13,791	13,500	13,500	0	0%
Education And Training	82-2928	400	200	400	400	0	0%
Reimbursed Travel Expense	82-2930	1,544	538	1,000	1,000	0	0%
Materials & Services Totals:		14,323	18,375	25,000	25,000	0	0%
Total Expenditures:		205,625	188,291	210,760	234,830	24,070	1.00

Emergency Management

Mission Statement

To promote a culture of preparedness in Clatsop County by providing dynamic leadership. The vision of the Emergency Management Division (EMD) is to achieve a premier disaster-resilient County prepared to meet the challenges of the 21st Century through strong partnerships, increased awareness and advanced training.

Department Overview

Clatsop County Emergency Management Division (EMD) has the primary responsibility for the planning and execution of disaster and emergency mitigation, preparedness, response and recovery for Clatsop County. The EMD also handles the coordination of disaster and emergency response by and between county agencies and political subdivisions, coordination and liaison with related agencies of the state and federal government, coordination of recovery operations subsequent to disasters and emergencies, and coordination of hazard mitigation activities. The EMD is further responsible for the preparation and maintenance of a comprehensive Emergency Operations Plan, Natural Hazards Mitigation Plan and Local Emergency Planning Committee Plan for Clatsop County. Each plan is integrated and coordinated with the disaster and emergency response plans of the state and federal governments.

Major Accomplishments

Provided planning/coordination for 'Race the Wave' symposium, preparedness fair & 5K run.
 Launched Teen CERT in three County high schools.
 Contributed resources and training support for Warrenton and County CERT development.
 Hired an Americorps RARE volunteer to support public outreach and awareness efforts.
 Provided special event coordination for Hood to Coast, Columbia Crossing and Seaside 4th of July events.
 Hosted 'Cascadia Playbook' unveiling for State of Oregon
 Finalized County Emergency Operations Plan and Natural Hazard Mitigation Plan updates.
 Culminated a 3-year exercise planning effort with a coordinated full-scale exercise at a local cannery around Hazardous Materials release.

Performance Measures

Performance measures for the 2015-16 budget process are a continuation of those used for 2014-15, during which time metrics were revised to more accurately reflect how Emergency Management aligns activities to support Board and Department goals.

Budget Highlights

Our primary focus for 2015-16 is to maintain the standards established in 2014-15 for providing outreach, information and support to our local community, partnering agencies and citizens alike. EMD continues to strive for increased community awareness around the potential issues and hazards we face as a coastal community. The partnership with Americorps RARE provided an invaluable resource to our department. EMD hopes to secure another volunteer commitment for the 2015-16 year which will assist us with providing outreach and education to community response partners.

In June 2016, Clatsop County will participate in 'Cascadia Rising', a regional earthquake/tsunami exercise involving local, state, and federal agencies; the event creates many opportunities to engage with local partners, create awareness around coastal hazards, and further develop Emergency Operations Center capabilities, which will be reflected in a number of ramp-up events including courses, workshops and interdisciplinary planning meetings.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Homeland Security Grant	117,889	39,026	0	0	0	0%
FEMA Reimbursement	0	518	0	0	0	0%
LEPC Grant	6,364	9,343	0	0	0	0%
EMPG	166,756	102,802	73,770	70,000	(3,770)	- 0%
State Radio Project - EOC	0	0	0	0	0	0%
Disaster Assistance	0	0	0	0	0	0%
EMPG - EOC	0	0	0	0	0	0%
National Tsunami Hazard Mitiga	0	0	0	0	0	0%
Fees for Services	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	795	1,447	0	0	0	0%
Donations	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	66,633	180,074	204,110	221,300	17,190	8%
Total Revenue:	358,437	333,210	277,880	291,300	13,420	4%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	123,174	133,490	138,490	150,830	12,340	8%
Personnel Benefits	58,210	54,255	42,290	43,510	1,220	2%
Material & Supplies	76,959	88,869	97,100	96,960	(140)	- 0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	100,095	56,597	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	358,437	333,210	277,880	291,300	13,420	4%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Admin. Services Director	0.00	0.00	0.30	0.30	0.00	0%
Human Resources Director	0.30	0.30	0.00	0.00	0.00	0%
Emergency Svc Manager	0.00	1.00	1.00	1.00	0.00	0%
Emergency Svc Coordinator	1.60	0.60	0.60	0.60	0.00	0%
Total Personnel:	1.90	1.90	1.90	1.90	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Public Employees Trained			149	146	105	200
Volunteers Trained			60	38	134	150
Outreach Programs Delivered			9	10	400	15
Volunteer Hours Contributed			858	946	400	500
ARES/RACES Radio Tests & Exercises			12	15	25	20
Trainings Conducted			14	6	16	15
Number of Exercises or Actual Occurences				4	12	4
Press Releases/Advertisements			12	5	50	50
Number of Facebook Posts			0	2	32	50
Plan Reviews Performed			1	1	7	4

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Admin. Services Director	82-1087	0	0	31,340	32,320	980	3%
Human Resources Director	82-1097	28,686	30,874	0	0	0	0%
Emergency Svc Manager	82-1124	0	60,252	64,210	71,940	7,730	12%
Emergency Svc Coordinator	82-1125	94,487	42,364	42,940	46,570	3,630	8%
Staff Assistant	82-1191	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	250	0	0	0	0%
F.I.C.A.	82-1950	8,451	9,642	10,590	11,540	950	8%
Retirement	82-1955	18,498	18,788	21,740	20,750	(990)	- 4%
Retirement Bond Payment	82-1958	11,400	10,500	0	0	0	0%
Medical/Dental Ins	82-1960	16,607	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	8,908	4,430	4,740	310	7%
Dental Insurance	82-1965	0	1,274	570	1,280	710	124%
HSA Contribution	82-1966	0	600	600	600	0	0%
Benefits Admin Fees	82-1967	0	65	80	40	(40)	- 50%
Life Insurance	82-1970	263	256	230	230	0	0%
Salary Continuation Insur	82-1972	333	366	390	420	30	7%
S.A.I.F.	82-1975	1,908	2,122	2,410	2,400	(10)	- 0%
Unemployment	82-1980	749	1,484	1,250	1,510	260	20%
Personnel Services Totals:		181,384	187,745	180,780	194,340	13,560	7%
Materials & Services							
Telephones	82-2070	1,220	4,465	4,000	7,000	3,000	75%
Telephone Notification Support	82-2072	15,270	13,570	17,000	17,000	0	0%
Television Cable	82-2075	0	0	0	1,200	1,200	100%
EOC Utilities	82-2132	5,684	3,268	5,000	3,800	(1,200)	- 24%
Meals Volunteer Workers	82-2135	365	156	500	500	0	0%
Emerg Serv Supplies	82-2164	4,467	2,132	1,000	1,000	0	0%
Prof And Spec Services	82-2245	0	84	0	0	0	0%
Maintenance - Equipment	82-2260	0	389	9,000	9,000	0	0%
Amateur Radios	82-2264	0	316	300	500	200	66%
Software Maintenance	82-2265	1,260	1,803	1,300	1,300	0	0%
General Equipment	82-2268	14,738	27,397	22,180	17,000	(5,180)	- 23%
Membership Fees And Dues	82-2370	0	1,075	1,000	1,000	0	0%
Office Supplies	82-2410	372	322	700	1,000	300	42%
Books And Periodicals	82-2413	90	18	400	200	(200)	- 50%
Postage And Freight	82-2419	233	355	300	300	0	0%
Printing And Reproduction	82-2425	1,086	1,236	600	1,000	400	66%
Prof And Spec Services	82-2450	584	239	0	600	600	100%
PC Equipment	82-2455	324	324	320	320	0	0%
Contractual Services	82-2471	0	1,476	20,000	20,740	740	3%
Emerg Training Exercises	82-2779	23,510	24,876	2,500	2,500	0	0%

Vehicle Maintenance & Use	82-2923	1,905	574	2,000	2,000	0	0%
Education And Training	82-2928	1,146	675	1,500	1,500	0	0%
Reimbursed Travel Expense	82-2930	4,706	4,119	7,500	7,500	0	0%
Materials & Services Totals:		76,959	88,869	97,100	96,960	(140)	- 0%
Capital Outlay							
Structures & Improvements	82-4100	100,095	56,597	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		100,095	56,597	0	0	0	0%
Total Expenditures:		358,437	333,210	277,880	291,300	13,420	1.00

Animal Control

Mission Statement

The Mission of the Sheriff's Office is to provide efficient innovative public safety services to our citizen partners with the highest level of integrity and accountability

Department Overview

Animal Control is primarily responsible for ensuring that dog owners comply with state rabies vaccination laws. For example, dog owners are required to license their dog and at the time of licensing purchasers must provide proof of current rabies vaccination. This division maintains the Clatsop County Animal Shelter which houses dogs whom violated state or local laws, are stray or are victims of abuse or neglect. Animal Control officers investigate cruelty or neglect cases, seize animals at risk, maintain custody of abused animals for evidence and to render proper care. Officers also quarantine dogs that bite human beings if the dog owner is unable to provide proof of rabies vaccination. The Animal Control Division investigates complaints in regards to animals in rural Clatsop County and in the City of Astoria by contract.

Major Accomplishments

Maintained successful adoption rate of 90%, year to date is 97%.
Reduced volunteer injury/incident rate to under 10/year low, no significant injuries to date.
Enclosed outside drop off kennels.

Performance Measures

Increase proactive patrol in rural county communities.
Improve animal neglect and abuse cases by coordinating with Sheriff's Office Criminal Division.

Budget Highlights

Personnel services costs have increased due to standard cost of living increases. Due to programmatic changes, increased rural patrols, the contract with City of Astoria was terminated causing a reduction in revenue of \$15,000 per year. Budget remains below the base budget amount.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Dog Licenses	34,564	29,505	37,000	37,000	0	0%
License Deposits	0	0	0	0	0	0%
Other Fines, Pen. & Forf.	1,061	280	500	300	(200)	- 0%
Animal Control - Cities	13,842	16,882	15,000	0	(15,000)	- 1%
Owner Release Fines	2,435	2,698	3,000	3,000	0	0%
City Impound Fees	350	350	300	500	200	0%
Dogs Board/sale/penalties	9,405	8,755	10,000	10,000	0	0%
Incinerator Revenue	6,535	12,070	10,600	12,000	1,400	0%
Cats	7,790	7,260	10,000	7,800	(2,200)	- 0%
Cat penalties/boarding	0	0	0	100	100	0%
Dog Adoptions	7,800	9,750	10,000	12,000	2,000	0%
Trap Rental	0	80	0	150	150	0%
Intake Donations	0	80	100	0	(100)	- 1%
Shelter Food Donations	8,530	5,145	8,500	8,500	0	0%
Grant Revenue	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	462	0	0	0	0	0%
Nsf Check Fee	315	50	100	100	0	0%
Miscellaneous Revenue	100	0	100	0	(100)	- 1%
General Fund Support	179,796	182,647	232,450	252,790	20,340	8%
Total Revenue:	272,986	275,552	337,650	344,240	6,590	1%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	125,379	131,842	136,870	142,290	5,420	3%
Personnel Benefits	86,472	87,052	79,880	86,680	6,800	8%
Material & Supplies	61,135	56,659	120,900	115,270	(5,630)	- 4%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	272,986	275,552	337,650	344,240	6,590	1%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Animal Control Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	0.00	0.00	0.00	0.80	0.80	100%
Animal Control Officer	1.00	1.00	1.00	1.00	0.00	0%
Admin. Support IV	0.80	0.80	0.80	0.00	(0.80)	- 100%
Total Personnel:	2.80	2.80	2.80	2.80	0.00	0%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Animals Adopted	Count	694	794	795	728	764	800
Avg monthly # of animals spayed	Count	5	5	4	0	0	4
Criminal cases investigated	Count	195	205	200	213	179	225
# of dog licenses per year	Count	1,350	1,464	1,650	1,422	1,449	1,500
Avg length of stay at shelter in days	Count	32	29	27	36	28	25
Avg response time in hours	Count	12	12	12	12	12	12
Avg # of animals euthanized/monthly	Count	15	14	11	2	1	1

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Animal Control Supervisor	82-1160	56,923	58,351	59,230	61,080	1,850	3%
Staff Assistant	82-1191	0	0	0	34,150	34,150	100%
Animal Control Officer	82-1670	40,792	43,902	45,910	47,060	1,150	2%
Admin. Support IV	82-1854	27,663	29,588	31,730	0	(31,730)	- 100%
Overtime	82-1945	1,376	82	2,800	2,800	0	0%
F.I.C.A.	82-1950	9,054	9,931	10,680	11,100	420	3%
Retirement	82-1955	14,030	16,020	17,000	15,890	(1,110)	- 6%
Retirement Bond Payment	82-1958	12,300	10,800	0	0	0	0%
Medical/Dental Ins	82-1960	45,977	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	40,515	39,690	46,400	6,710	16%
Dental Insurance	82-1965	0	3,350	3,410	4,040	630	18%
HSA Contribution	82-1966	0	2,000	2,000	2,000	0	0%
Benefits Admin Fees	82-1967	0	45	40	60	20	50%
Life Insurance	82-1970	262	262	250	250	0	0%
Salary Continuation Insur	82-1972	315	319	320	330	10	3%
S.A.I.F.	82-1975	2,316	2,145	2,430	2,360	(70)	- 2%
Unemployment	82-1980	842	1,582	1,260	1,450	190	15%
Personnel Services Totals:		211,851	218,893	216,750	228,970	12,220	5%
Materials & Services							
Clothing And Uniform Exp.	82-2040	558	530	700	700	0	0%
Telephones	82-2070	4,507	3,257	1,700	3,000	1,300	76%
Custodial Services - Animal Sh	82-2155	0	0	7,440	7,400	(40)	- 0%
Custodial Supplies - Animal Sh	82-2156	0	0	1,870	1,870	0	0%
License And Permit Fees	82-2240	360	457	500	500	0	0%
Maintenance - Equipment	82-2260	0	196	200	200	0	0%
Software Maintenance	82-2265	0	2,035	2,100	2,100	0	0%
Animal Control Maint. S.I.G.	82-2303	0	0	2,330	2,500	170	7%
Membership Fees And Dues	82-2370	190	240	300	300	0	0%
Office Supplies	82-2410	0	666	500	200	(300)	- 60%
Books And Periodicals	82-2413	130	130	200	200	0	0%
Postage And Freight	82-2419	953	953	1,000	1,000	0	0%
Records And Forms	82-2422	0	0	200	100	(100)	- 50%
Printing And Reproduction	82-2425	1,065	975	1,200	1,400	200	16%
Contractual Services-Temp Help	82-2492	35,050	33,677	40,000	40,000	0	0%
Med., Dent., & Lab Ser.	82-2504	301	326	300	300	0	0%
Publi. And Legal Notices	82-2600	0	120	0	0	0	0%
Shelter Food	82-2765	8,530	5,321	8,500	8,500	0	0%
Pound Supplies	82-2810	434	862	1,000	500	(500)	- 50%
Euthanasia Supplies	82-2811	250	0	300	200	(100)	- 33%
Fleet Vehicle Use	82-2921	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	6,024	4,037	7,000	6,000	(1,000)	- 14%

Education And Training	82-2928	974	767	2,200	1,000	(1,200)	- 54%
Reimbursed Travel Expense	82-2930	1,808	2,111	2,900	2,300	(600)	- 20%
Utilities Animal Control	82-2963	0	0	38,460	35,000	(3,460)	- 9%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		61,135	56,659	120,900	115,270	(5,630)	- 4%
Total Expenditures:		272,986	275,552	337,650	344,240	6,590	1.00

Animal Shelter Enhance.

Mission Statement

The Mission of the Sheriff's Office is to provide efficient innovative public safety services to our citizen partners with the highest level of integrity and accountability.

Department Overview

The Animal Shelter Enhancement fund receives and appropriates funds donated by the public for Animal Shelter adoption enhancement and capital projects in accordance with a resolution adopted by the Clatsop County Board of Commissioners.

Major Accomplishments

Realized a significant increase in donations.

Budget Highlights

Status quo budget no new programming. Was able to realize a stabilized beginning fund balance, which is an improvement over previous years reductions.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	183,496	160,496	152,970	146,830	(6,140)	- 0%
Interest On Investments	985	853	1,000	830	(170)	- 0%
Spay/Neuter	7,855	8,865	9,000	8,000	(1,000)	- 0%
Medication Administered	249	325	500	300	(200)	- 0%
Rev. Refunds & Reim.	2,723	0	0	0	0	0%
Donations	9,283	23,061	10,000	15,000	5,000	0%
Donations from Trust Fund	0	0	0	0	0	0%
Total Revenue:	204,590	193,600	173,470	170,960	(2,510)	- 1%
Total Unappropriated Budget:	160,496	156,075	0	0	0	0%
Total Budgeted Resources:	44,094	37,526	173,470	170,960	(2,510)	- 1%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	39,024	37,526	48,000	45,000	(3,000)	- 6%
Special Payments	5,070	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	125,470	125,960	490	0%
Total Expenditures:	44,094	37,526	173,470	170,960	(2,510)	- 1%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	1	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(1)	0	0	0	0%
Maintenance S.I.G.	82-2300	3,921	2,692	5,000	5,000	0	0%
Publi. And Legal Notices	82-2600	5,918	4,716	6,000	5,000	(1,000)	- 16%
Neuter/Spay	82-2760	4,835	5,600	7,000	5,000	(2,000)	- 28%
Shelter Tests/Vaccinne	82-2762	20,833	21,037	20,000	20,000	0	0%
Shelter Supplies	82-2764	3,517	3,349	5,000	5,000	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	132	5,000	5,000	0	0%
Indirect Cost Allocation	82-3210	0	0	0	0	0	0%
Materials & Services Totals:		39,024	37,526	48,000	45,000	(3,000)	- 6%
Special Payments							
Unallocated Projects	82-3129	5,070	0	0	0	0	0%
Special Payments Totals:		5,070	0	0	0	0	0%
Capital Outlay							
Structures & Improvements	82-4100	0	0	0	0	0	0%
Automotive Equipment	82-4200	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	125,470	125,960	490	0%
Contingencies Totals:		0	0	125,470	125,960	490	0%
Total Expenditures:		44,094	37,526	173,470	170,960	(2,510)	1.00

Marine Patrol

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services to our citizen partners, with the highest degree of integrity and accountability.

Department Overview

The Marine Patrol is a function of the Criminal Division, but has a separate budget in order to manage the Marine Grants Fund. Grant funding assumes approximately 79% of expenditures excluding the contingency and carry over funds. Primary functions for the Marine Patrol is to provide marine safety and marine law enforcement patrols to the nearly 100 square miles of waterways, 400 miles of shoreline and occasionally access to approximately 90 square miles of Oregon Coastal Waters. The Marine Patrol also provides the waterborne platform for dive rescue operations and enforcement of safety zones during special events. This unit also handles theft, burglary and other criminal complaints to victims who are water accessible only, such as float houses. In addition, the Marine Patrol handles all boating related accidents and coordinates criminal cases pertaining to boats and related marine equipment. The majority of the vessels operated by this unit belong to the Oregon State Marine Board but must fly under our own markings. The Marine Deputies also provide boating safety education at area schools, proctor the state mandated boating education test, boat registration VIN inspections and conduct courtesy boating inspections.

Major Accomplishments

Maintained high number of on-water patrol hours.
Worked with the State Marine Board to replace an outdated vessel ahead of schedule at a substantial cost savings.
Maintained enhanced U.S.C.G. cooperative patrol program.

Performance Measures

Maintain 60% on-water patrol hours.
Provide educational programs to all schools that support the program.
Maintain enhanced U.S.C.G. cooperative patrol program.
Provide seven day a week coverage.

Budget Highlights

This is a status quo budget with no new personnel or programs. Minor increases in Personnel Services and Material and Services due to cost of living increases, insurance increases and fuel usage. State Marine Board funding has been reduced by \$9,300 due to a shortfall in state revenue. The State Marine Board is taking a fee increase to the Legislature and if approved they will revise revenue figures. Due to the beginning fund balance we were able to maintain the transfers from the General Fund and Rural Law Enforcement District at 2014-15 levels.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	100,836	97,347	95,020	75,120	(19,900)	- 0%
Interest On Investments	390	427	400	350	(50)	- 0%
Sheriff Marine Patrol	172,567	180,387	186,900	177,600	(9,300)	- 0%
Revenue From Rled	0	0	26,000	26,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Equip. Auction & Sales	0	0	0	0	0	0%
Transfer From General	29,300	30,200	27,200	27,200	0	0%
Transfer from Other Funds	0	0	4,420	0	(4,420)	- 1%
Trans From Law Enforcemnt	28,200	29,000	0	0	0	0%
Total Revenue:	331,294	337,361	339,940	306,270	(33,670)	- 9%
Total Unappropriated Budget:	97,347	98,640	0	0	0	0%
Total Budgeted Resources:	233,947	238,720	339,940	306,270	(33,670)	- 9%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	120,832	123,956	127,610	131,490	3,880	3%
Personnel Benefits	67,108	61,949	55,360	64,550	9,190	16%
Material & Supplies	46,008	52,816	52,540	53,910	1,370	2%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	104,430	56,320	(48,110)	- 46%
Total Expenditures:	233,947	238,720	339,940	306,270	(33,670)	- 9%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Deputy Sheriff SR	2.00	2.00	2.00	2.00	0.00	0%
Total Personnel:	2.00	2.00	2.00	2.00	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Boating Inspection conducted	1257	1230	1378	451	251	500
Citations Issued	27	12	33	19	8	30
On-Water boating hours conducted	807	573	1001	723	268	800
Education Programs conducted	25	11	7	8	1	8

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Deputy Sheriff SR	82-1515	92,774	65,679	127,610	131,490	3,880	3%
Deputy Sheriff	82-1520	27,515	58,277	0	0	0	0%
Marine Patrol Asst	82-1892	543	0	0	0	0	0%
Overtime	82-1945	1,576	3,149	5,000	10,000	5,000	100%
F.I.C.A.	82-1950	9,143	9,546	10,140	10,820	680	6%
Retirement	82-1955	16,271	19,707	20,580	23,690	3,110	15%
Retirement Bond Payment	82-1958	12,400	10,200	0	0	0	0%
Medical/Dental Ins	82-1960	23,487	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	11,746	10,060	10,760	700	6%
Dental Insurance	82-1965	0	1,819	1,850	1,830	(20)	- 1%
HSA Contribution	82-1966	0	1,000	2,000	2,000	0	0%
Benefits Admin Fees	82-1967	0	42	40	40	0	0%
Life Insurance	82-1970	113	113	150	110	(40)	- 26%
Salary Continuation Insur	82-1972	144	144	140	140	0	0%
S.A.I.F.	82-1975	3,305	3,085	4,210	3,750	(460)	- 10%
Unemployment	82-1980	669	1,398	1,190	1,410	220	18%
Personnel Services Totals:		187,939	185,905	182,970	196,040	13,070	7%
Materials & Services							
Banking Svcs Fee	82-2002	0	23	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(24)	0	0	0	0%
Equipment Reimbursement	82-2039	0	0	500	500	0	0%
Clothing And Uniform Exp.	82-2040	0	0	800	800	0	0%
Uniform Cleaning	82-2041	70	0	100	100	0	0%
Telephones	82-2070	1,237	960	1,800	1,920	120	6%
Insurance	82-2200	2,798	3,277	3,740	4,690	950	25%
Maintenance - Equipment	82-2260	886	166	1,000	500	(500)	- 50%
Maintenance - Vessel	82-2266	3,627	5,866	3,600	3,600	0	0%
General Equipment	82-2268	1,666	2,426	2,000	2,000	0	0%
PC Equipment	82-2455	0	3,000	0	0	0	0%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Fuel	82-2852	12,242	10,869	10,000	11,000	1,000	10%
Vehicle Maintenance & Use	82-2923	9,259	9,968	10,000	10,000	0	0%
Education And Training	82-2928	107	100	600	600	0	0%
Reimbursed Travel Expense	82-2930	1,036	104	1,000	1,000	0	0%
Utilities	82-2960	2,080	2,080	3,000	2,500	(500)	- 16%
Indirect Cost Allocation	82-3210	11,000	14,000	14,400	14,700	300	2%
Materials & Services Totals:		46,008	52,816	52,540	53,910	1,370	2%
Capital Outlay							
County Vehicle Purchase	82-4201	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%

Contingencies							
Appropriation For Contin.	82-9900	0	0	104,430	56,320	(48,110)	- 46%
Contingencies Totals:		0	0	104,430	56,320	(48,110)	- 46%
Total Expenditures:		233,947	238,720	339,940	306,270	(33,670)	1.00

Drug Task Force

Department Overview

This budget/organization unit is being discontinued and all expenses and revenues are being added to the Criminal Division budget as a cost savings measure.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	99,231	56,910	40,300	8,540	(31,760)	- 0%
Interest On Investments	543	403	0	1,460	1,460	0%
Byrne Grant CFDA16.810	0	0	0	0	0	0%
Byrne Grant	5,210	0	0	0	0	0%
Anti Drug - Restitution	8,291	1,799	0	0	0	0%
Anti-drug Task Force	0	0	0	0	0	0%
Forfeiture - Anti-drug	644	498	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	14	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	20,000	27,600	0	0	0	0%
Trans From Law Enforcemnt	60,300	82,900	0	0	0	0%
Transfer from State Timber En.	31,400	43,000	0	0	0	0%
Total Revenue:	225,632	213,111	40,300	10,000	(30,300)	- 75%
Total Unappropriated Budget:	56,910	48,537	0	0	0	0%
Total Budgeted Resources:	168,722	164,574	40,300	10,000	(30,300)	- 75%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	65,598	67,701	0	0	0	0%
Personnel Benefits	62,106	56,812	0	0	0	0%
Material & Supplies	41,018	40,061	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	40,300	10,000	(30,300)	- 75%
Contingency	0	0	0	0	0	0%
Total Expenditures:	168,722	164,574	40,300	10,000	(30,300)	- 75%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Special Investigator	1.00	1.00	0.00	0.00	0.00	0%
Total Personnel:	1.00	1.00	0.00	0.00	0.00	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Special Investigator	82-1176	65,598	67,701	0	0	0	0%
Deputy Sheriff SR	82-1515	0	0	0	0	0	0%
Overtime	82-1945	12,464	9,743	0	0	0	0%
F.I.C.A.	82-1950	5,635	5,626	0	0	0	0%
Retirement	82-1955	12,421	12,085	0	0	0	0%
Retirement Bond Payment	82-1958	6,800	6,100	0	0	0	0%
Medical/Dental Ins	82-1960	22,400	0	0	0	0	0%
Medical Insurance	82-1964	0	17,008	0	0	0	0%
Dental Insurance	82-1965	0	1,853	0	0	0	0%
HSA Contribution	82-1966	0	2,000	0	0	0	0%
Benefits Admin Fees	82-1967	0	46	0	0	0	0%
Life Insurance	82-1970	56	56	0	0	0	0%
Salary Continuation Insur	82-1972	72	72	0	0	0	0%
S.A.I.F.	82-1975	1,907	1,522	0	0	0	0%
Unemployment	82-1980	351	700	0	0	0	0%
Personnel Services Totals:		127,704	124,513	0	0	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	12	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(12)	0	0	0	0%
Equipment Reimbursement	82-2039	0	0	0	0	0	0%
Clothing And Uniform Exp.	82-2040	733	364	0	0	0	0%
Telephones	82-2070	4,342	3,758	0	0	0	0%
Insurance	82-2200	2,259	2,598	0	0	0	0%
Maintenance - Equipment	82-2260	8	0	0	0	0	0%
General Equipment	82-2268	0	909	0	0	0	0%
Membership Fees And Dues	82-2370	0	0	0	0	0	0%
Office Supplies	82-2410	231	23	0	0	0	0%
Printing And Reproduction	82-2425	0	0	0	0	0	0%
PC Equipment	82-2455	0	3,000	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	2,400	2,400	0	0	0	0%
Investigative Supplies	82-2770	1,328	466	0	0	0	0%
Flash And Seed Money	82-2774	5,000	5,000	0	0	0	0%
Marijuana Eradication	82-2775	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	3,453	1,676	0	0	0	0%
Education And Training	82-2928	225	450	0	0	0	0%
Reimbursed Travel Expense	82-2930	2,039	218	0	0	0	0%
Indirect Cost Allocation	82-3210	19,000	19,200	0	0	0	0%
Materials & Services Totals:		41,018	40,061	0	0	0	0%
Capital Outlay							
Body Wire	82-4130	0	0	0	0	0	0%

Automotive Equipment	82-4200	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Transfers Out							
Transfer To General Fund	82-8001	0	0	40,300	10,000	(30,300)	- 75%
Transfers Out Totals:		0	0	40,300	10,000	(30,300)	- 75%
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		168,722	164,574	40,300	10,000	(30,300)	1.00

Jail Commissary

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services to our citizen partners with the highest level of integrity and accountability.

Department Overview

This is an enterprise fund that derives its revenue from the sales of commissary items to inmates at a profit with margins based upon the local market. This function also receives revenues from inmates using the inmate phone system. In return recreational items, books, magazines, over-the-counter medications, toiletry supplies and other services and supplies are furnished to indigent inmates. This fund has a contingency should sales drop off. This will cover the fixed costs and indigent expenses.

Major Accomplishments

Changed Commissary Vendor.

Budget Highlights

This is a status quo budget. As you can see the beginning fund balance continues to decline and the opportunity to provide general fund relief will be at an end this fiscal year unless significant revenue increases occur. Due to federal case law the percentage of revenue from telephone sales has declined.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	44,408	49,176	37,430	24,590	(12,840)	- 0%
Telephone Revenue	8,217	33,123	7,500	31,900	24,400	3%
Interest On Investments	222	175	200	200	0	0%
Commissary Sales	37,237	18,513	28,000	22,800	(5,200)	- 0%
Profit on Commissary Sales	0	2,585	7,000	7,000	0	0%
Facility PAK Sales	941	800	1,000	900	(100)	- 0%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	91,024	104,373	81,130	87,390	6,260	7%
Total Unappropriated Budget:	49,176	35,466	0	0	0	0%
Total Budgeted Resources:	41,848	68,907	81,130	87,390	6,260	7%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	12,000	12,000	0	0%
Material & Supplies	29,848	56,907	46,500	61,870	15,370	33%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	12,000	12,000	0	0	0	0%
Contingency	0	0	22,630	13,520	(9,110)	- 40%
Total Expenditures:	41,848	68,907	81,130	87,390	6,260	7%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Personnel Services	82-1985	0	0	12,000	12,000	0	0%
Personnel Services Totals:		0	0	12,000	12,000	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	1	500	0	(500)	- 100%
Banking Svcs Credit Adj.	82-2003	0	(1)	0	0	0	0%
Television Cable	82-2075	2,237	2,241	1,000	2,580	1,580	158%
Law Library	82-2085	2,469	2,512	2,500	4,700	2,200	88%
Maintenance - Equipment	82-2260	235	950	500	500	0	0%
General Equipment	82-2268	0	80	500	500	0	0%
Office Supplies	82-2410	0	31	400	400	0	0%
Books And Periodicals	82-2413	797	812	1,200	2,000	800	66%
PC Equipment	82-2455	0	0	400	1,000	600	150%
Commissary Supplies	82-2768	2,259	3,352	5,000	4,000	(1,000)	- 20%
Commissary Orders	82-2800	4,951	19,057	12,000	19,000	7,000	58%
Phone Cards	82-2805	15,400	23,372	21,000	24,590	3,590	17%
Education And Training	82-2928	0	0	400	400	0	0%
Refunds and Returns	82-3204	0	0	100	100	0	0%
Indirect Cost Allocation	82-3210	1,500	4,500	1,000	2,100	1,100	110%
Materials & Services Totals:		29,848	56,907	46,500	61,870	15,370	33%
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Transfers Out							
Transfer To General Fund	82-8001	12,000	12,000	0	0	0	0%
Transfers Out Totals:		12,000	12,000	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	22,630	13,520	(9,110)	- 40%
Contingencies Totals:		0	0	22,630	13,520	(9,110)	- 40%
Total Expenditures:		41,848	68,907	81,130	87,390	6,260	1.00

Juvenile Department

Mission Statement

The mission of the Clatsop County Juvenile Department is to protect the public and reduce juvenile delinquency by implementing effective prevention and intervention services for the residents of Clatsop County.

Department Overview

The goal of the Juvenile Department is to protect the public and reduce juvenile crime. The department is responsible for the apprehension, processing, supervision and accountability of youth offenders which includes: intake screening, restitution assistance to victims and the community, programs to divert youth from formal court process when appropriate, preparation of legal documents which initiate court action, recommendations for disposition of allegations for delinquent conduct, a continuum of services for swift and decisive intervention in delinquent behavior, and probation supervision. These responsibilities are to be provided in a fair and impartial manner within the context of personal responsibility and reformation for the youth offender.

Major Accomplishments

The Juvenile Department continued to adjust and work to best utilize the Cowlitz County, Wa. detention facility for local youth (both pre and post adjudication). The juvenile department began a skill development group for higher risk probation youth this year. Through a unified effort of staff facilitating the group and staff supervising probation youth, we have been able to conduct a group in both south and north county with good attendance/participation.

Performance Measures

Assisted youth to be more successful in their lives and community through supervision, timely and appropriate sanctions, access to indicated drug/alcohol/mental health treatment needs and skill development.

Budget Highlights

Adding a 1 FTE juvenile probation counselor to the juvenile department (general fund) and offsetting that cost by not filling the lead juvenile probation counselor position. This does not add an additional probation counselor to the Juvenile Department but moves our 1 FTE juvenile probation counselor position, currently funded through juvenile crime prevention funds, to the general fund. This will then allow the department to utilize the savings realized and reallocate approximately \$41,000 of the juvenile crime prevention funds to help pay for juvenile detention costs. \$148,000 was budgeted to rent detention beds during the first fiscal year that followed the closure of the local detention facility. The actual cost of renting detention beds through the end of the fiscal year will be approximately \$185,000. Furthermore, moving this juvenile probation counselor position to the general fund will also allow the department to reallocate \$22,500 from juvenile crime prevention to our prevention unit (Drug/Alcohol Prevention (7156)). This will help integrate and maximize prevention services in the Department and county.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Court Subsidy Juveniles	0	0	0	0	0	0%
JCP Basic/Diversion	0	0	0	41,000	41,000	0%
Probation Fees	678	977	500	500	0	0%
Work Crew	0	0	0	2,500	2,500	0%
Revenue Refunds & Reimbursemen	56	13	0	0	0	0%
Admin Services Fees	120	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	49,400	0	(49,400)	- 1%
General Fund Support	503,417	645,353	747,350	803,940	56,590	7%
Total Revenue:	504,272	646,343	797,250	847,940	50,690	6%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	318,073	379,477	417,520	417,390	(130)	- 0%
Personnel Benefits	167,200	199,912	200,280	212,600	12,320	6%
Material & Supplies	18,998	66,954	179,450	217,950	38,500	21%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	504,272	646,343	797,250	847,940	50,690	6%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Juvenile Director	0.70	1.00	1.00	1.00	0.00	0%
Juvenile Detention Supervisor	0.00	0.00	1.00	1.00	0.00	0%
Staff Assistant	1.15	1.15	1.15	1.16	0.01	0%
Juvenile Counselor III	1.00	1.00	1.00	0.00	(1.00)	- 100%
Juvenile Counselor II	2.20	2.20	2.42	3.42	1.00	41%
Total Personnel:	5.05	5.35	6.57	6.58	0.01	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
# of Police Reports received/processed			414	322	415	425
# of youth supervised (formal&informal)			438	399	433	435
# of petitions filed (includes PV's)			157	153	170	175
# of court appearances			461	360	372	375
# of risk assessments			156	98	80	85
Detention admissions			185	133	112	115

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Juvenile Director	82-1074	65,276	95,981	97,020	91,600	(5,420)	- 5%
Juvenile Detention Supervisor	82-1078	0	26,052	53,500	57,940	4,440	8%
Staff Assistant	82-1191	47,472	49,498	50,280	52,180	1,900	3%
Juvenile Counselor III	82-1455	64,725	67,034	67,830	0	(67,830)	- 100%
Juvenile Counselor II	82-1460	140,600	140,912	148,890	215,670	66,780	44%
Juvenile Counselor	82-1465	0	0	0	0	0	0%
Extra Help	82-1941	0	2,511	5,000	5,000	0	0%
Overtime	82-1945	225	692	10,000	15,000	5,000	50%
F.I.C.A.	82-1950	23,529	28,412	33,090	33,460	370	1%
Retirement	82-1955	44,543	54,732	61,480	60,060	(1,420)	- 2%
Retirement Bond Payment	82-1958	29,400	35,820	0	0	0	0%
Medical/Dental Ins	82-1960	59,915	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	59,180	67,430	74,340	6,910	10%
Dental Insurance	82-1965	0	5,350	6,490	7,000	510	7%
HSA Contribution	82-1966	0	1,000	3,000	4,000	1,000	33%
Benefits Admin Fees	82-1967	0	121	100	110	10	10%
Life Insurance	82-1970	423	498	550	550	0	0%
Salary Continuation Insur	82-1972	480	567	710	720	10	1%
S.A.I.F.	82-1975	6,922	7,025	8,540	7,990	(550)	- 6%
Unemployment	82-1980	1,762	4,004	3,890	4,370	480	12%
Personnel Services Totals:		485,273	579,389	617,800	629,990	12,190	1%
Materials & Services							
Telephones	82-2070	2,444	2,579	2,500	3,000	500	20%
Maintenance - Equipment	82-2260	234	275	1,150	2,150	1,000	86%
Employee Drug Screen	82-2302	0	15	100	100	0	0%
Membership Fees And Dues	82-2370	1,022	1,001	1,300	1,300	0	0%
Office Supplies	82-2410	2,644	2,710	2,800	2,800	0	0%
Books And Periodicals	82-2413	0	1,483	300	300	0	0%
Postage And Freight	82-2419	662	451	800	800	0	0%
Printing And Reproduction	82-2425	2,172	1,292	2,500	2,500	0	0%
Contractual Services	82-2471	0	47,595	148,000	0	(148,000)	- 100%
Detention Bed Contractual Svcs	82-2480	0	0	0	183,000	183,000	100%
Pysc. Evaluations	82-2494	0	0	1,000	1,000	0	0%
U.A. Testing	82-2506	2,976	3,052	4,000	4,000	0	0%
Publi. And Legal Notices	82-2600	0	550	500	500	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Supplemental Detention Costs	82-2910	0	0	0	2,000	2,000	100%
Detention Vehicle Maint & Use	82-2922	0	0	0	2,500	2,500	100%
Vehicle Maintenance & Use	82-2923	2,613	2,780	8,000	5,500	(2,500)	- 31%
Education And Training	82-2928	1,137	1,541	1,500	2,000	500	33%
Reimbursed Travel Expense	82-2930	3,094	1,375	4,000	3,500	(500)	- 12%

OYA Flex Fund	82-2966	0	0	0	0	0	0%
Electronic Monitoring	82-3079	0	253	1,000	1,000	0	0%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		18,998	66,954	179,450	217,950	38,500	21%
Capital Outlay							
County Vehicle Purchase	82-4201	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		504,272	646,343	797,250	847,940	50,690	1.00

Juv Crime Prevention

Mission Statement

The mission of the Clatsop County Juvenile Department is to protect the public and reduce juvenile delinquency by providing effective prevention and intervention services for the residents of Clatsop County

Department Overview

The Juvenile Crime Prevention unit of the Juvenile Department is funded by grants to prevent and reduce juvenile crime, divert youth from a commitment to the Oregon Youth Authority and provide services to youth to encourage community engagement and accountability. These services include prevention programs such as the CADY mentoring program, Girl's Circle and Boys Council, early intervention programs such as formal accountability agreements, cognitive and mindfulness based skill building groups, community supervision and education. These programs are also responsible for the transition from the Commission on Children and Families to the Early Learning Council and The Youth Development Council.

Major Accomplishments

Continued integration of our 1 FTE juvenile probation counselor in the formal court process. Use of .33 FTE juvenile probation counselor to facilitate skills group for high risk probation youth.

Performance Measures

Assisting youth to be more successful in their lives and community through supervision, timely and appropriate sanctions, access to indicated drug/alcohol/mental health treatment needs and individual skill development.

Budget Highlights

Moving the 1 FTE juvenile probation counselor position to the general fund (2340). This will be paid for by not filling the lead juvenile counselor position in 2340. Approximately \$41,000 in revenue will also be reallocated to 2340 from 2170 to help pay increased detention expenses. \$22,500 will be reallocated to 7156 (Drug/Alcohol Prevention) from 2170 to help integrate and maximize prevention in the department and county.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	33,742	61,809	13,090	45,310	32,220	2%
Interest On Investments	131	177	100	0	(100)	- 1%
OYA Flex Fund	1,323	1,391	2,500	2,500	0	0%
JAIBG Grant	7,090	3,468	4,600	0	(4,600)	- 1%
Youth Investment	0	16,742	27,200	0	(27,200)	- 1%
Family Support Services	0	5,197	0	0	0	0%
Early Learning Council	0	34,665	0	0	0	0%
Juv Crime Prevent	118,920	73,737	98,150	0	(98,150)	- 1%
JCP Basic/Diversion	0	0	0	34,910	34,910	0%
Comm On Children & Family	6,694	0	0	0	0	0%
Work Crew	630	840	1,000	0	(1,000)	- 1%
Program Services	35,000	17,500	0	0	0	0%
Rev. Refunds & Reim.	170	701	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	0	0	0	0	0	0%
Transfer from Other Funds	0	0	11,060	0	(11,060)	- 1%
Total Revenue:	203,700	216,227	157,700	82,720	(74,980)	- 47%
Total Unappropriated Budget:	61,809	41,940	0	0	0	0%
Total Budgeted Resources:	141,891	174,287	157,700	82,720	(74,980)	- 47%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	87,230	88,907	81,830	20,810	(61,020)	- 74%
Personnel Benefits	39,008	37,480	36,790	8,030	(28,760)	- 78%
Material & Supplies	15,653	47,900	39,080	10,300	(28,780)	- 73%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	43,580	43,580	0%
Total Expenditures:	141,891	174,287	157,700	82,720	(74,980)	- 47%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Juvenile Counselor	1.33	1.33	1.33	0.33	(1.00)	- 75%
Total Personnel:	1.33	1.33	1.33	0.33	(1.00)	- 75%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Cady Mentor Matches			10	10	10	10
Skill Building Groups					44	80

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Juvenile Counselor II	82-1460	87,230	88,907	81,830	20,810	(61,020)	- 74%
Juvenile Counselor	82-1465	0	0	0	0	0	0%
Extra Help - A.S. III	82-1940	0	0	0	0	0	0%
Overtime	82-1945	0	0	5,600	600	(5,000)	- 89%
F.I.C.A.	82-1950	6,394	6,584	6,690	1,640	(5,050)	- 75%
Retirement	82-1955	12,117	10,820	10,640	2,340	(8,300)	- 78%
Retirement Bond Payment	82-1958	7,200	6,400	0	0	0	0%
Medical/Dental Ins	82-1960	10,374	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	9,761	10,090	2,530	(7,560)	- 74%
Dental Insurance	82-1965	0	804	820	200	(620)	- 75%
HSA Contribution	82-1966	0	0	0	0	0	0%
Benefits Admin Fees	82-1967	0	29	30	30	0	0%
Life Insurance	82-1970	122	115	100	30	(70)	- 70%
Salary Continuation Insur	82-1972	117	110	100	20	(80)	- 80%
S.A.I.F.	82-1975	1,752	1,414	1,930	430	(1,500)	- 77%
Unemployment	82-1980	932	1,445	790	210	(580)	- 73%
Personnel Services Totals:		126,238	126,387	118,620	28,840	(89,780)	- 75%
Materials & Services							
Banking Svcs Fee	82-2002	0	14	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(15)	0	0	0	0%
Program Activity	82-2142	183	58	9,000	500	(8,500)	- 94%
Insurance	82-2200	0	0	0	0	0	0%
Office Supplies	82-2410	941	933	100	100	0	0%
Postage And Freight	82-2419	0	0	100	100	0	0%
Printing And Reproduction	82-2425	59	0	100	100	0	0%
Contractual Services	82-2471	0	30,000	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
CCF CADY Grant	82-2528	3,013	450	200	0	(200)	- 100%
Youth Investment	82-2529	0	300	15,760	0	(15,760)	- 100%
Family Support Services	82-2530	0	5,197	0	0	0	0%
Early Learning Council	82-2531	0	3,143	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	0	50	1,200	600	(600)	- 50%
Reimbursed Travel Expense	82-2930	0	182	530	300	(230)	- 43%
OYA Flex Fund	82-2966	1,717	1,288	2,500	2,500	0	0%
Program Services	82-3040	3,240	0	3,490	0	(3,490)	- 100%
Indirect Cost Allocation	82-3210	6,500	6,300	6,100	6,100	0	0%
Materials & Services Totals:		15,653	47,900	39,080	10,300	(28,780)	- 73%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	43,580	43,580	100%

Contingencies Totals:		0	0	0	43,580	43,580	100%
Total Expenditures:		141,891	174,287	157,700	82,720	(74,980)	1.00

Law Library

Mission Statement

The Clatsop County Law Library strives to provide access to legal materials needed for legal research by members of the bar, the judiciary and the public.

Department Overview

The library is located in the basement of the County Courthouse. The facilities include print materials, a public computer, a meeting room, copiers, and tables for reading and research. The law library provides access to print materials including treatises, practice guides, statutes, legal cases. The library also provides free access to internet based research including Westlaw, Lexis, and other materials.

Major Accomplishments

Scheduled review of library contents to obtain advise on needed and/or unneeded resources.

Performance Measures

Improved communication with law library users regarding utilization.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	70,502	57,888	41,280	9,910	(31,370)	- 0%
Court Fine & Fee	44,234	46,380	46,000	46,000	0	0%
Interest On Investments	427	299	300	300	0	0%
Copy Fees	41	1	50	50	0	0%
Rev. Refunds & Reim.	0	386	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	340	0	(340)	- 1%
Total Revenue:	115,205	104,955	87,970	56,260	(31,710)	- 36%
Total Unappropriated Budget:	57,888	40,274	0	0	0	0%
Total Budgeted Resources:	57,316	64,681	87,970	56,260	(31,710)	- 36%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	4,424	7,797	15,380	9,460	(5,920)	- 38%
Personnel Benefits	3,196	2,786	5,620	3,300	(2,320)	- 41%
Material & Supplies	49,696	54,097	66,970	43,500	(23,470)	- 35%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	57,316	64,681	87,970	56,260	(31,710)	- 36%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Staff Assistant	0.20	0.20	0.00	0.00	0.00	0%
Juvenile Counselor II	0.00	0.25	0.25	0.15	(0.10)	- 40%
Total Personnel:	0.20	0.45	0.25	0.15	(0.10)	- 40%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Staff Assistant	82-1191	4,424	0	0	0	0	0%
Juvenile Counselor II	82-1460	0	7,797	15,380	9,460	(5,920)	- 38%
Juvenile Counselor	82-1465	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	285	564	1,180	720	(460)	- 38%
Retirement	82-1955	501	949	1,870	1,040	(830)	- 44%
Retirement Bond Payment	82-1958	600	0	0	0	0	0%
Medical/Dental Ins	82-1960	1,761	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	932	1,900	1,150	(750)	- 39%
Dental Insurance	82-1965	0	76	150	90	(60)	- 40%
HSA Contribution	82-1966	0	0	0	0	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	7	12	20	10	(10)	- 50%
Salary Continuation Insur	82-1972	7	12	20	10	(10)	- 50%
S.A.I.F.	82-1975	9	187	340	190	(150)	- 44%
Unemployment	82-1980	25	56	140	90	(50)	- 35%
Personnel Services Totals:		7,620	10,583	21,000	12,760	(8,240)	- 39%
Materials & Services							
Banking Svcs Fee	82-2002	0	1	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(2)	0	0	0	0%
Telephones	82-2070	287	195	300	300	0	0%
Maintenance - Equipment	82-2260	0	0	500	500	0	0%
Office Supplies	82-2410	130	35	800	800	0	0%
Books And Periodicals	82-2413	33,388	35,700	48,500	28,760	(19,740)	- 40%
Postage And Freight	82-2419	176	180	400	400	0	0%
Printing And Reproduction	82-2425	6	3	100	100	0	0%
LAN Equipment	82-2455	0	0	1,000	1,000	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	97	3,584	0	0	0	0%
Education And Training	82-2928	1,712	0	1,070	440	(630)	- 58%
Indirect Cost Allocation	82-3210	13,900	14,400	14,300	11,200	(3,100)	- 21%
Materials & Services Totals:		49,696	54,097	66,970	43,500	(23,470)	- 35%
Capital Outlay							
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		57,316	64,681	87,970	56,260	(31,710)	1.00

Parole & Probation Division

Mission Statement

The Mission of the Sheriff's Office is to provide efficient innovative public safety services to our citizen partners, with the highest level of integrity and accountability.

Department Overview

The role of Parole and Probation Division is to supervise felony and misdemeanor offenders placed on parole, post-prison supervision, probation and offenders serving sentences in the custody of the Local Supervisory Authority. The division operates in conjunction with three main releasing authorities: The Board of Parole and Post-Prison Supervision, the Circuit Courts of the State of Oregon and the Local Supervisory Authority. Parole and Probation supervises felony and misdemeanor cases in Clatsop County.

The two main functions of Parole and Probation are: 1) To provide field services (community based supervision); and 2) Develop and implement correctional programs that are evidence based. Field services includes the supervision of offenders residing in the community. Supervision includes, but is not limited to, conducting home visits, employment visits, preparing reports for the releasing authorities, conducting office visits and imposing sanctions and services to ensure compliance with conditions of supervision. Program development and implementation includes, but is not limited to, community service program, cognitive programs, electronic monitoring, life skills development, employment and training, educational programs, job search assistance. Parole and Probation also provides program services delivery for evidence based substance abuse treatment, domestic violence counseling and sexual offender treatment. The Division coordinates the delivery of mental health and drug/alcohol treatment and participates in both the Adult Drug Court and Mental Health Treatment Court. Parole and Probation also participates in Family Drug Court. The Parole and Probation Division is also responsible for conducting pre-sentence investigations for the Circuit Court.

Major Accomplishments

Hired two new Parole and Probation Deputies.
Promoted a new sergeant and implemented a revised leadership program.
Developed the transition and remodel plan for the P&P building to house the Criminal and Support Division.
Created wrap around services for offenders released from prison to include housing, medical, treatment and employment services.

Performance Measures

Meet or exceed State mandated outcomes for High and Medium Risk felony offenders.
Facilitate substance abuse treatment for an average of 80 felony offenders, which includes Drug Court Offenders and Drug Addicted Repeat Property Offenders.
Facilitate treatment services based on risk/need assessments for an average of 125 offenders monthly.
Develop Justice Reinvestment programming.

Budget Highlights

This is a status quo budget with no new personnel, personnel cost increases are due to standard cost of living increases. Justice Reinvestment revenue and expenditures are not contained in the budget at this time due to lack of confidence in the level of state funding. Supplemental budget will be submitted once revenue is established and the PSCC develops the specific grant application. The budget includes \$20,000 in remodel costs that will be expended only if the overall costs of the P&P building exceeds loan authority.

Funding Sources						
Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	405,741	449,587	835,730	982,200	146,470	0%
Interest On Investments	3,734	4,559	3,000	5,500	2,500	0%
Drug Court Grant	0	123,215	163,520	163,520	0	0%
Justice Reinvestment Program	0	188,853	0	0	0	0%
Alt. Incarceration Prog.	0	3,978	5,100	2,920	(2,180)	- 0%
M 57 Treatment Funds	61,898	64,909	61,900	64,040	2,140	0%
CJC Mental Hlth Grant	136,495	154,116	175,000	167,670	(7,330)	- 0%
Comm. Correct. Act Reimb.	1,121,780	1,373,093	1,368,260	1,368,260	0	0%
Welfare Subsidy Revenue	1,827	914	4,460	4,460	0	0%
Fees For Supervision	97,753	95,746	100,000	100,000	0	0%
Drug Court	1,465	1,374	3,000	1,500	(1,500)	- 0%
DNA	402	220	200	200	0	0%
Compact Fee	1,100	1,400	2,000	1,400	(600)	- 0%
ADES Assessment	900	750	1,000	500	(500)	- 0%
DV Treatment	0	0	200	200	0	0%
Urinalysis Fee	4,299	5,947	5,000	4,000	(1,000)	- 0%
Alcohol/Drug TX	10,538	11,949	10,000	6,500	(3,500)	- 0%
Community Service Fee	1,315	1,235	1,400	500	(900)	- 0%
TC Resident Fee	1,121	289	200	400	200	1%
Polygraph - Sex Offender	1,560	1,735	1,500	1,700	200	0%
Polygraph - DV Offender	730	288	500	500	0	0%
Sex Offender Treatment	310	175	600	200	(400)	- 0%
Electronic Monitoring	10,438	4,411	5,000	5,000	0	0%
Subsidy Reimbursement	1,519	1,485	500	500	0	0%
Rev. Refunds & Reim.	247	1,576	200	200	0	0%
Nsf Check Fee	35	25	100	50	(50)	- 0%
Miscellaneous Revenue	0	0	0	0	0	0%
Equip. Auction & Sales	0	2,000	0	2,000	2,000	0%
Transfer from Other Funds	0	0	14,290	0	(14,290)	- 1%
Transfer from Bond Reserve Fun	42,900	70,900	460	0	(460)	- 1%
Total Revenue:	1,908,105	2,564,726	2,763,120	2,883,920	120,800	4%
Total Unappropriated Budget:	449,587	923,201	0	0	0	0%
Total Budgeted Resources:	1,458,518	1,641,525	2,763,120	2,883,920	120,800	4%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	570,267	598,122	685,160	712,360	27,200	3%
Personnel Benefits	353,295	368,068	352,170	379,060	26,890	7%
Material & Supplies	394,993	379,585	555,860	400,890	(154,970)	- 27%
Special Payments	139,964	295,750	355,000	592,080	237,080	66%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	66,500	59,000	(7,500)	- 11%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	748,430	740,530	(7,900)	- 1%
Total Expenditures:	1,458,518	1,641,525	2,763,120	2,883,920	120,800	4%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Chief Deputy Sheriff	0.00	0.00	0.10	0.10	0.00	0%
Lieutenant	1.00	1.00	1.00	1.00	0.00	0%
Sergeant	0.00	0.00	1.00	1.00	0.00	0%
Administrative Assistant	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	2.00	1.50	1.50	1.50	0.00	0%
Corrections Counselor	0.00	1.00	2.00	3.00	1.00	50%
Corrections Counsel II	6.00	5.00	4.00	3.00	(1.00)	- 25%
Total Personnel:	10.00	9.50	10.60	10.60	0.00	0%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Daily Avg of felony offenders on supervision	416	420	391	390	400	400
Avg # of offenders receive sub.abuse txt	76	75	75	70	90	90
Monthly avg txt & programing provided	95	95	95	135	150	150
% of offenders sup. by risk/need level	100%	100%	100%	100%	100%	100%
% compliance with state mandates	98%	100%	100%	100%	100%	100%
% of High/Med Risk offenders in Tx.	25%	25%	30%	40%	45%	45%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Chief Deputy Sheriff	82-1110	9,754	9,936	10,190	10,500	310	3%
Lieutenant	82-1113	85,703	89,024	88,050	93,210	5,160	5%
Sergeant	82-1116	0	0	74,100	79,260	5,160	6%
Administrative Assistant	82-1118	55,514	57,005	57,760	59,570	1,810	3%
Staff Assistant	82-1191	83,236	63,987	65,050	67,230	2,180	3%
Parole & Probation Officer Sup	82-1420	0	0	0	0	0	0%
Corrections Counselor	82-1430	0	29,685	107,280	185,420	78,140	72%
Corrections Counsel II	82-1431	336,060	348,485	282,730	217,170	(65,560)	- 23%
Overtime	82-1945	3,855	9,846	15,000	20,000	5,000	33%
F.I.C.A.	82-1950	42,371	44,864	53,560	56,020	2,460	4%
Retirement	82-1955	72,154	93,118	107,040	119,210	12,170	11%
Retirement Bond Payment	82-1958	63,200	50,400	0	0	0	0%
Medical/Dental Ins	82-1960	155,860	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	120,429	125,870	132,990	7,120	5%
Dental Insurance	82-1965	0	11,528	13,870	13,750	(120)	- 0%
HSA Contribution	82-1966	0	19,411	15,200	15,200	0	0%
Benefits Admin Fees	82-1967	0	205	190	210	20	10%
Life Insurance	82-1970	667	662	860	860	0	0%
Salary Continuation Insur	82-1972	908	918	1,020	1,030	10	0%
S.A.I.F.	82-1975	11,336	10,236	13,260	12,470	(790)	- 5%
Unemployment	82-1980	2,945	6,449	6,300	7,320	1,020	16%
Personnel Services Totals:		923,562	966,190	1,037,330	1,091,420	54,090	5%
Materials & Services							
Banking Svcs Fee	82-2002	0	85	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(90)	0	0	0	0%
Clothing And Uniform Exp.	82-2040	1,527	1,756	3,000	3,500	500	16%
Safety Equipment	82-2045	1,008	673	3,000	3,000	0	0%
Telephones	82-2070	9,324	11,499	5,000	8,000	3,000	60%
Program Supplies	82-2140	0	0	1,000	2,000	1,000	100%
Custodial Supplies	82-2160	1,370	1,237	1,500	1,500	0	0%
Custodial Services	82-2161	6,580	7,070	7,000	7,000	0	0%
Insurance	82-2200	0	0	0	9,720	9,720	100%
Credit Card Fees	82-2220	333	29	0	0	0	0%
Maintenance - Equipment	82-2260	1,488	2,932	3,000	3,000	0	0%
Maintenance S.I.G.	82-2300	3,454	4,472	8,000	20,000	12,000	150%
Employee Drug Screen	82-2302	0	40	100	0	(100)	- 100%
Membership Fees And Dues	82-2370	815	1,985	1,600	2,370	770	48%
Office Supplies	82-2410	3,530	3,215	5,000	4,000	(1,000)	- 20%
Books And Periodicals	82-2413	130	778	1,000	1,000	0	0%
Postage And Freight	82-2419	1,800	1,399	2,000	2,000	0	0%
Printing And Reproduction	82-2425	462	517	1,500	1,500	0	0%

Office Furniture & Equipment	82-2454	260	2,091	8,000	20,000	12,000	150%
PC Equipment	82-2455	16	4,395	1,910	6,000	4,090	214%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	6,636	0	0	0	0	0%
Contract Svcs/Mental Health	82-2484	89,449	71,928	164,000	0	(164,000)	- 100%
Physical Exams	82-2505	175	615	700	700	0	0%
U.A. Testing	82-2506	14,656	12,422	45,500	5,000	(40,500)	- 89%
Polygraph	82-2521	0	0	0	1,000	1,000	100%
Psycho-Sexual Evaluations	82-2522	0	0	0	10,000	10,000	100%
Cognitive Treatment Svcs	82-2523	0	0	0	20,000	20,000	100%
Justice Reinvestment Programs	82-2524	0	0	0	0	0	0%
Offender Subsidy Expense	82-2525	0	0	0	2,000	2,000	100%
Publi. And Legal Notices	82-2600	0	0	100	100	0	0%
Jail Beds Lease	82-2635	121,165	125,015	155,000	100,000	(55,000)	- 35%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	21,000	21,000	100%
Vehicle Maintenance & Use	82-2923	11,800	15,053	17,000	20,000	3,000	17%
Education And Training	82-2928	2,555	2,476	7,300	5,000	(2,300)	- 31%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	2,942	12,215	15,650	15,000	(650)	- 4%
Utilities	82-2960	15,026	14,886	16,000	16,000	0	0%
Electronic Monitoring	82-3079	8,892	3,192	20,000	20,000	0	0%
Refunds and Returns	82-3204	0	0	100	100	0	0%
Indirect Cost Allocation	82-3210	89,600	77,700	61,900	70,400	8,500	13%

Materials & Services Totals:**394,993****379,585****555,860****400,890****(154,970)****- 27%****Special Payments**

DV Polygraph	82-3002	525	1,775	3,000	3,000	0	0%
Client Emergency Expenses	82-3003	3,000	2,936	3,000	3,000	0	0%
DV Indigent Treatment	82-3004	160	160	3,000	10,000	7,000	233%
M 57 Treatment	82-3010	37,900	35,530	37,900	60,000	22,100	58%
M 57 UA Testing	82-3011	4,393	3,386	5,500	10,000	4,500	81%
M 57 Sanctions	82-3012	9,548	15,113	18,500	38,120	19,620	106%
M 57 Supplies/Incentives	82-3013	0	0	0	2,000	2,000	100%
Drug Court Incentives	82-3020	361	170	1,500	0	(1,500)	- 100%
Welfare Subsidy Expense	82-3030	634	474	3,600	4,460	860	23%
Treatment/Transition Funds	82-3031	0	1,060	30,000	20,000	(10,000)	- 33%
Adult Drug Court Travel/Train	82-3060	0	2,086	10,000	10,000	0	0%
Adult Drug Court Program Supp.	82-3061	0	1,901	1,500	2,000	500	33%
Adult Drug Court Incentives	82-3062	0	851	2,000	2,000	0	0%
Adult Drug Court UA Testing	82-3063	0	2,337	6,000	6,000	0	0%
Adult Drug Court UA Supplies	82-3064	0	5,191	20,000	20,000	0	0%
Treatment Court Travel/Trainin	82-3070	0	3,037	0	10,000	10,000	100%
Treatment Court Program Suppli	82-3071	0	31	0	1,000	1,000	100%
Treatment Court Incentives	82-3072	0	0	0	1,500	1,500	100%
Treatment Court UA Testing	82-3073	0	279	0	3,000	3,000	100%
Treatment Court UA Supplies	82-3074	0	0	0	10,000	10,000	100%
Treatment Court MH Treatment	82-3075	0	55,067	0	164,000	164,000	100%
Alcohol & Drug Treatment	82-3081	71,607	9,750	0	0	0	0%

Drug Court Treatment	82-3082	0	142,066	174,000	174,000	0	0%
Sex Offender Eval & Treat	82-3083	1,540	2,277	7,500	10,000	2,500	33%
Sex Offender Polygraph	82-3090	6,295	4,925	8,000	8,000	0	0%
Subsidy Housing	82-3095	4,000	5,350	20,000	20,000	0	0%
Special Payments Totals:		139,964	295,750	355,000	592,080	237,080	66%
Capital Outlay							
Structures & Improvements	82-4100	0	0	0	0	0	0%
Automotive Equipment	82-4200	0	0	66,500	59,000	(7,500)	- 11%
Office Equipment	82-4300	0	0	0	0	0	0%
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	66,500	59,000	(7,500)	- 11%
Contingencies							
Appropriation For Contin.	82-9900	0	0	748,430	740,530	(7,900)	- 1%
Contingencies Totals:		0	0	748,430	740,530	(7,900)	- 1%
Total Expenditures:		1,458,518	1,641,525	2,763,120	2,883,920	120,800	1.00

P&P Vehicle

Department Priority:	1							
Location:	1190 SE 19th, Warrenton							
Link to Other Project(s):								
Description:	Fleet vehicles for the Parole and Probation Division so P.O.'s can conduct home and office visits, travel to court and treatment and conduct checks of area businesses for offender compliance.							
Justification:	Staff has increased by two in the last year which requires the addition of one caged vehicle. The vehicle is needed so that P.O.'s can conduct contacts and surveillance of offenders throughout the county. The second vehicle will replace a 2006 Ford Crown Victoria (which was loaned to P&P) that will have approximately 125,000 miles at time of replacement. The Ford has deferred maintenance and is used sparingly in an attempt to avoid expensive repairs.							
Alternatives:	Can maintain fleet at current levels reducing the capacity for P.O.'s to conduct field operations and increase maintenance costs for the fleet.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 2 Unit Cost: 24,000 Installation Fee: 5,500 Trade in Credit: 0	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">48,000</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">11,000</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="text-align: right;">Net Cost: 29,500 59,000</td> </tr> </table>	Total	48,000	11,000	0	Net Cost: 29,500 59,000
Total								
48,000								
11,000								
0								
Net Cost: 29,500 59,000								

Courthouse Security

Mission Statement

To support the safety and security of employees and visitors of the Clatsop County Courthouse.

Department Overview

This fund is administered by a local committee pursuant to Oregon law and was established to direct the development and implementation of a plan for court security. The Clatsop Committee is chaired by Judge Nelson. The Sheriff Deputy who provides security for the courthouse is paid for with 50% of the funds provided by the courthouse security fund and 50% paid for from RLED funds.

Budget Highlights

The proposed budget is approximately 3% below the current year mostly due to a reduction in available fund balance budgeted as contingency.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	196,787	191,231	177,860	170,970	(6,890)	- 0%
Interest On Investments	1,134	1,014	1,000	900	(100)	- 0%
Corrections Prog Sb1065	52,424	46,197	44,000	44,000	0	0%
Total Revenue:	250,345	238,442	222,860	215,870	(6,990)	- 3%
Total Unappropriated Budget:	191,231	185,342	0	0	0	0%
Total Budgeted Resources:	59,114	53,100	222,860	215,870	(6,990)	- 3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	54,900	52,600	51,650	50,550	(1,100)	- 2%
Material & Supplies	4,214	500	10,700	10,600	(100)	- 0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	10,000	10,000	0	0%
Transfer Out	0	0	0	4,000	4,000	0%
Contingency	0	0	150,510	140,720	(9,790)	- 6%
Total Expenditures:	59,114	53,100	222,860	215,870	(6,990)	- 3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Personal Services	1.00	0.00	0.00	0.00	0.00	0%
Total Personnel:	1.00	0.00	0.00	0.00	0.00	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Personal Services	82-1985	54,900	52,600	51,650	50,550	(1,100)	- 2%
Personnel Services Totals:		54,900	52,600	51,650	50,550	(1,100)	- 2%
Materials & Services							
Banking Svcs Fee	82-2002	0	1	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(2)	0	0	0	0%
Telephones	82-2070	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
General Equipment	82-2268	3,814	0	10,000	10,000	0	0%
Maintenance S.I.G.	82-2300	0	0	0	0	0	0%
Education And Training	82-2928	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	400	500	700	600	(100)	- 14%
Materials & Services Totals:		4,214	500	10,700	10,600	(100)	- 0%
Capital Outlay							
Structures & Improvements	82-4100	0	0	10,000	10,000	0	0%
Capital Outlay Totals:		0	0	10,000	10,000	0	0%
Transfers Out							
Transfer to B&G	82-8003	0	0	0	4,000	4,000	100%
Transfers Out Totals:		0	0	0	4,000	4,000	100%
Contingencies							
Appropriation For Contin.	82-9900	0	0	150,510	140,720	(9,790)	- 6%
Contingencies Totals:		0	0	150,510	140,720	(9,790)	- 6%
Total Expenditures:		59,114	53,100	222,860	215,870	(6,990)	1.00

State Timber Enforcement

Mission Statement

The Mission of the State Timber Enforcement Fund is to provide the resources necessary to address criminal and enforcement issues on the state forest.

Department Overview

The County Timber Revenue Law Enforcement Fund was created by resolution and order of the Board of Commissioners in April 2002 pursuant to ORS 530.115(1). The special fund allows the County to retain 1% of forest trust land timber revenue specifically for law enforcement services in supervising, protecting and enforcing the law on forest trust lands in addition to the 10% distribution the County receives for general forest trust lands maintenance and supervision responsibilities. The fund will assist the County in defraying some of the costs of providing law enforcement support in response to protests against harvesting which can disrupt normal timber harvest activities. Expenses incurred by the Sheriff's Office, District Attorney's Office and County Counsel for law enforcement activities in protecting forest trust lands will be reimbursed as authorized by the Board of County Commissioners. Additional timber revenue will be retained to pay assessments to the Council of Forest Trust Land Counties for its activities in support of timber revenue distributions to county taxing districts.

Major Accomplishments

Provided approximately 70% funding for the dedicated Forest Patrol Deputy who concentrates on Off Highway Vehicle (OHV) enforcement (partially funded by an OHV Grant) and investigation of criminal mischief and theft complaints on state forests.

Budget Highlights

Revenue has increased slightly due to increased timber sales. Currently the revenue to expenditure levels continue to remain in the black, this positive revenue picture allows for the sustained funding of the forest patrol deputy which in previous years was under threat due to reduced beginning fund amounts.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	270,807	201,657	201,180	270,660	69,480	0%
Interest On Investments	1,603	1,376	1,500	1,600	100	0%
Timber Sales	105,328	144,314	130,510	208,700	78,190	0%
OHV Grant	0	0	0	0	0	0%
Total Revenue:	377,739	347,347	333,190	480,960	147,770	44%
Total Unappropriated Budget:	201,657	211,466	0	0	0	0%
Total Budgeted Resources:	176,082	135,881	333,190	480,960	147,770	44%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	105,000	68,100	64,410	68,100	3,690	5%
Material & Supplies	16,845	24,781	28,700	29,600	900	3%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	45,500	45,500	0%
Transfer Out	54,237	43,000	0	0	0	0%
Contingency	0	0	240,080	337,760	97,680	40%
Total Expenditures:	176,082	135,881	333,190	480,960	147,770	44%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Personal Services	82-1985	105,000	68,100	64,410	68,100	3,690	5%
Personnel Services Totals:		105,000	68,100	64,410	68,100	3,690	5%
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	10,000	10,000	0	0%
Forest Trust Assessment	82-2908	13,280	17,438	17,500	17,500	0	0%
Education And Training	82-2928	0	1,043	0	0	0	0%
Materials & Supplies	82-2967	2,165	5,000	0	1,000	1,000	100%
Indirect Cost Allocation	82-3210	1,400	1,300	1,200	1,100	(100)	- 8%
Materials & Services Totals:		16,845	24,781	28,700	29,600	900	3%
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	45,500	45,500	100%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	45,500	45,500	100%
Transfers Out							
Trans To Emergency Comm	82-8110	22,837	0	0	0	0	0%
Trans To Drug Task Force	82-8115	31,400	43,000	0	0	0	0%
Transfers Out Totals:		54,237	43,000	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	240,080	337,760	97,680	40%
Contingencies Totals:		0	0	240,080	337,760	97,680	40%
Total Expenditures:		176,082	135,881	333,190	480,960	147,770	1.00

Forest Patrol Vehicle

Department Priority:	1							
Location:	355 7th St							
Link to Other Project(s):								
Description:	4x4 Forest Patrol Truck							
Justification:	The vehicle will replace a 2008 patrol truck that will have approximately 180,000 miles at time of replacement. Due to the severe nature of the patrol area it is unsafe to continue to use the current vehicle as a front-line patrol unit.							
Alternatives:	Continue to use the current vehicle accepting the increased maintenance costs for major system failures or rebuilds (transmission/engine/suspension).							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	Building Land Automotive Office Equipment Computer Other	Unit Quantity: 1 Unit Cost: 30,500 Installation Fee: 15,000 Trade in Credit: 0 Net Cost: 45,500	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">30,500</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">15,000</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="text-align: right;">45,500</td> </tr> </table>	Total	30,500	15,000	0	45,500
Total								
30,500								
15,000								
0								
45,500								

Child Custody Mediation

Department Overview

The Child Custody Mediation program is a function of the State Court system and provides mandated mediation service for divorcing and separating couples with children under 18 years of age. Unless parents already have a parental plan in place which is acceptable to the judge, all couples must work with selected mediators who are approved by the Mediation Commission to develop an agreed plan which addresses the parenting of their dependent children. County residents are offered up to four hours of mediation services to assist them in the development of their parental plan.

Budget Highlights

The proposed budget essentially maintains status quo funding and expenditure levels from the 2014-15 fiscal year.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	97,857	95,480	92,940	97,930	4,990	0%
Interest On Investments	559	539	500	500	0	0%
Child Custody	28,922	30,795	30,480	30,480	0	0%
Transfer from Other Funds	0	0	20	0	(20)	- 1%
Transfer from Bond Reserve Fun	200	500	0	0	0	0%
Total Revenue:	127,538	127,314	123,940	128,910	4,970	4%
Total Unappropriated Budget:	95,480	100,590	0	0	0	0%
Total Budgeted Resources:	32,058	26,724	123,940	128,910	4,970	4%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	5,164	5,286	5,630	5,960	330	5%
Personnel Benefits	2,329	2,300	1,950	3,610	1,660	85%
Material & Supplies	24,565	19,137	41,400	41,500	100	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	74,960	77,840	2,880	3%
Total Expenditures:	32,058	26,724	123,940	128,910	4,970	4%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Administrative Assistant	0.00	0.00	0.10	0.10	0.00	0%
Staff Assistant	0.10	0.10	0.00	0.00	0.00	0%
Total Personnel:	0.10	0.10	0.10	0.10	0.00	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Administrative Assistant	82-1118	0	0	5,630	5,960	330	5%
Staff Assistant	82-1191	5,164	5,286	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	371	379	430	460	30	6%
Retirement	82-1955	563	643	690	1,080	390	56%
Retirement Bond Payment	82-1958	500	400	0	0	0	0%
Medical/Dental Ins	82-1960	837	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	587	520	1,580	1,060	203%
Dental Insurance	82-1965	0	120	120	190	70	58%
HSA Contribution	82-1966	0	100	100	200	100	100%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	11	11	10	10	0	0%
Salary Continuation Insur	82-1972	15	16	20	20	0	0%
S.A.I.F.	82-1975	10	9	10	10	0	0%
Unemployment	82-1980	22	36	50	60	10	20%
Personnel Services Totals:		7,493	7,586	7,580	9,570	1,990	26%
Materials & Services							
Banking Svcs Fee	82-2002	0	2	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(2)	0	0	0	0%
Contractual Services	82-2471	23,365	17,738	40,000	40,000	0	0%
Indirect Cost Allocation	82-3210	1,200	1,400	1,400	1,500	100	7%
Materials & Services Totals:		24,565	19,137	41,400	41,500	100	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	74,960	77,840	2,880	3%
Contingencies Totals:		0	0	74,960	77,840	2,880	3%
Total Expenditures:		32,058	26,724	123,940	128,910	4,970	1.00

Liquor Enforcement

Department Overview

This was a statutory fund that was to be used at the discretion of the district attorney. Money was automatically collected and deposited into this account from liquor-related offenses. This fund has not received any revenues for the past two years but has a minimal remaining balance from accrued interest that will be transferred to the District Attorney's org unit 001/2160.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	8,059	31	0	50	50	0%
Interest On Investments	2	0	0	0	0	0%
St-liquor Enforcement	970	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	9,031	31	0	50	50	100%
Total Unappropriated Budget:	31	31	0	0	0	0%
Total Budgeted Resources:	9,000	0	0	50	50	0%

Expenditures

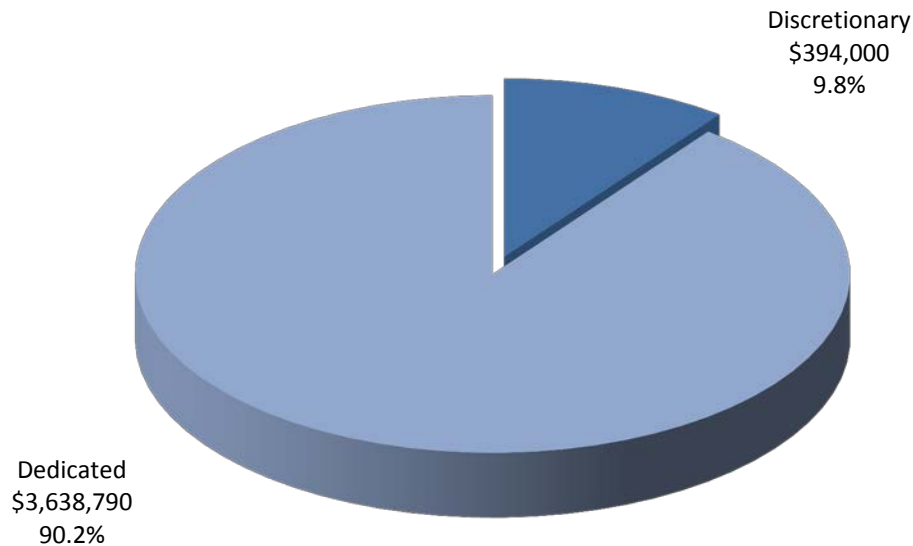
Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	100	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	8,900	0	0	50	50	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	9,000	0	0	50	50	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Contractual Services	82-2471	0	0	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Utilities	82-2960	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	100	0	0	0	0	0%
Materials & Services Totals:		100	0	0	0	0	0%
Special Payments							
Unallocated Projects	82-3129	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Capital Outlay							
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Transfers Out							
Transfer to District Attorney	82-8408	8,900	0	0	50	50	100%
Transfers Out Totals:		8,900	0	0	50	50	100%
Total Expenditures:		9,000	0	0	50	50	1.00

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**Clatsop County Functions/Programs Budget
Public Health 2015-16
Total \$4,032,790**



Organizational units included within this functional area in the order they appear within the budget document are:

Community Health
Tobacco Prevention
Immunization
Maternal & Child Health
Babies First
WIC
Family Planning
Household Hazardous Waste

Emergency Preparedness
Onsite Sewage Systems
Environmental Health
Developmental Disabilities
Mental Health
Drug & Alcohol Prevention
Approp. for Contingency 7

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriations for each budget included in this functional area are located on the following pages in this section.

Community Health

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

The legal role of Public Health is to assure the health status of Clatsop County. The system is designated to guarantee every person access to Public Health Services, to promote health and to protect against diseases. Services include: Epidemiology and control of preventable diseases and disorders, parent and child health services, including family planning services; collection and reporting of health statistics; provision of health information and referral services.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Implemented PH Strategic Plan.
- The Accreditation Coordinator will attend training to begin submitting documents to surveyors.
- The Public Health Accreditation Board will visit to assess the Accreditation progress.
- Continue to meet program requirements for reporting and investigating and assure that our protocols reflect the most current OHA/CDC guidelines.
- Continue stakeholder outreach pertaining to current CD issues
- CHART continues to be a leading health collaborative in the community; its membership doubled during the year.
- Clatsop County is one of five Way to Wellville communities in the country.
- Worked with partners to receive a technical assistance grant from National Parks to create a Regional Trails Coalition.
- Continued building capacity with key players in different community sectors.
- Provided technical assistance to worksite wellness to county and community college.
- The AmeriCorps VISTA volunteer brought worksite wellness programs to Seaside School District, NW Housing Authority, Clatsop Behavioral Health and others.
- Assisted Astoria and Seaside to become officially designated Health Eating Active Living (HEAL) cities.

FY 2015-2016 Goals and Objectives

- Annually update PH Strategic Plan.
- Annually update Quality Improvement Plan.
- Obtain Accreditation status.
- Continue to meet program requirements for reporting and investigating and assure that our protocols reflect the most current OHA/CDC guidelines.
- Continue outreach pertaining to current CD issues.
- Become fully integrated with Way to Wellville and Oregon's Healthiest State Program.
- Collaborate with CHART and other partners to continue rolling out countywide Worksite Wellness initiative.
- Facilitate Community-at -large projects.
- Incorporate tobacco related activities into all health and wellness initiatives.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

The Affordable Care Act has meant that more people are covered by insurance. We are receiving more payment from insurance, and less from individuals.

Reimbursement for clinical services is based upon government regulations for VFC, Title X, CCare and individual contracts with insurance providers. Some fees are fixed while others can be billed at actual cost. With the implementation of the EMR and expanded scope of practice it is fiscally critical that all services are billed at maximum allowable rate. The Centers for Medicare and Medicaid Services (CMS) will be transitioning ICD 9 coding to ICD 10. All claims will be rejected if a successful transition is not implemented. Conducting a cost analysis based upon the new codes is essential.

General funds pays for 0.45 FTE for Healthy Communities (Community Wellness), an increase of 0.05. The position is responsible for interaction with the Community Health Advisory and Resource Team (CHART). CHART plays a major role in data gathering, assessment, and advising the Coordinated Care Organization; and in helping set community health priorities. This position is taking a greater role in coordinating with Way to Wellville, CHART, and mentoring the Americorps/Vista Volunteer assigned to the health department.

Reclassification of Admin IV to Staff Assistant for three positions. One position to increase by 0.1 FTE. The level of work required indicated the reclassification was needed. For instance, significant program tasks have shifted to Admin staff due to reductions in workforce FTE over several years.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements. The EPIC billing system took away from billing responsibilities in-house, but the loss of an Assistant Budget Director shifted finance and budget responsibilities to the Accountant I.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	6,351	66,173	2,120	12,720	10,600	5%
Interest On Investments	1,336	1,915	1,800	1,800	0	0%
Interest on Insurance Payments	0	0	0	0	0	0%
State Support	41,416	41,204	41,200	40,900	(300)	- 0%
Accreditation Grant Revenue	10,000	0	5,000	0	(5,000)	- 1%
Cover Oregon Contract	0	50,533	18,630	0	(18,630)	- 1%
St. - T B Epi Program	1,175	608	750	510	(240)	- 0%
Healthy Kids Initiative	0	0	0	0	0	0%
Healthy Kids Contract	62,552	0	0	0	0	0%
SBHC Grant Revenue	57,977	0	0	0	0	0%
Immun. Conference Travel	0	0	0	0	0	0%
Aids Test Fees - Pt	731	517	500	750	250	0%
OMAP HIV Fees	25	0	0	0	0	0%
Medicaid Match	0	14,395	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Public Health Donations	632	562	700	500	(200)	- 0%
Immuniz.-Peri.Hep B	250	50	300	0	(300)	- 1%
Clinic Fees	4,216	4,176	5,000	5,000	0	0%
Travel Clinic Fees	15,762	11,703	14,530	12,500	(2,030)	- 0%
Vaccines Fees	6,983	4,497	7,500	5,000	(2,500)	- 0%
Influenza Vaccine Fees	1,766	3,641	4,000	2,000	(2,000)	- 0%
Vaccine - OHP	11,820	19,091	15,000	14,000	(1,000)	- 0%
CCO Imms	0	0	0	9,500	9,500	0%
Vaccine - Ins.	14,604	16,835	15,500	14,000	(1,500)	- 0%
Vital Statistics	28,480	19,845	18,500	24,000	5,500	0%
Oregon PHI Rev	0	250	0	0	0	0%
CHART Retreat Registration	0	0	0	500	500	0%
NW Health Foundation Grant	38,000	0	0	0	0	0%
AFS Contract	0	0	0	0	0	0%
PHER IV Funds for LHDs	0	0	0	0	0	0%
Copy Fees	17	9	0	0	0	0%
Ford Family Foundation	0	0	0	3,100	3,100	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	1,030	1,246	500	500	0	0%
Miscellaneous Revenue	5	0	0	0	0	0%
Transfer From General	195,100	176,625	266,070	291,500	25,430	0%
Transfer from Other Funds	0	0	0	0	0	0%
Total Revenue:	500,228	433,874	417,600	438,780	21,180	5%
Total Unappropriated Budget:	69,332	9,046	0	0	0	0%
Total Budgeted Resources:	430,896	424,828	417,600	438,780	21,180	5%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	143,713	153,565	177,220	194,720	17,500	9%
Personnel Benefits	68,478	84,614	78,130	89,000	10,870	13%
Material & Supplies	218,704	186,648	162,250	155,060	(7,190)	- 4%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	430,896	424,828	417,600	438,780	21,180	5%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.05	0.25	0.35	0.35	0.00	0%
Staff Assistant	0.00	0.00	0.00	0.90	0.90	100%
Public Health Nurse II	0.90	1.30	1.20	1.20	0.00	0%
Accountant II	0.00	0.00	0.00	0.20	0.20	100%
Accountant I	0.20	0.20	0.20	0.00	(0.20)	- 100%
Admin. Support IV	0.70	0.80	0.80	0.00	(0.80)	- 100%
Health Promotion Specialist	0.40	0.40	0.40	0.45	0.05	12%
Total Personnel:	2.25	2.95	2.95	3.10	0.15	5%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Healthy Communities: CHART Membership continues to remain strong and relevant	Count	0	20	15	15	33	33
Healthy Communities: Provide technical assistance to VISTA to promote worksite wellness programs throughout the county, targeting employers who pay low wages	Count	0	0	0	12	4	10
Animal Bite/Exposure Reports/ Investigations	Count	0	100	120	76	75	75
Number of ELRs	Count	0	0	380	358	400	400
Number of Reportable Diseases	Count	209	251	275	76	100	100
Number of Suspect TB reports	Count	0	10	10	10	10	10
Establish new worksite wellness programs at area businesses	Count	0	0	0	0	6	6
Average timeliness of initial case reports submitted within the required time frame	Percent	93%	100%	100%	89%	100%	100%
Case Complete Age:	Percent	0%	100%	100%	100%	100%	100%
Case Complete Race:	Percent	0%	100%	92%	83%	100%	100%
Case Complete Ethnicity:	Percent	0%	100%	92%	88%	100%	100%
Case Complete Address:	Percent	0%	100%	100%	100%	100%	100%
Case Complete Occupation:	Percent	0%	94%	85%	63%	100%	100%
Case Complete Risks:	Percent	0%	94%	100%	90%	100%	100%
Case Complete Hospital Status:	Percent	0%	100%	99%	100%	100%	100%
Case Complete Outcome:	Percent	0%	100%	99%	100%	100%	100%
Timeliness of completed case reports for a particular disease within 10 days	Percent	94%	95%	91%	89%	100%	100%
Percentage of outbreaks investigated	Percent	100%	100%	100%	77%	100%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	13,152	21,274	31,490	34,100	2,610	8%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	38,210	38,210	100%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	80,570	64,197	80,250	82,420	2,170	2%
Accountant II	82-1848	0	0	0	11,070	11,070	100%
Accountant I	82-1850	9,120	8,985	9,640	0	(9,640)	- 100%
Admin. Support IV	82-1854	25,200	30,020	31,230	0	(31,230)	- 100%
Health Promotion Specialist	82-1873	15,671	29,089	24,610	28,920	4,310	17%
Extra Help Chn I	82-1905	0	5,968	0	5,000	5,000	100%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	10,566	11,655	13,560	15,280	1,720	12%
Retirement	82-1955	10,429	15,974	22,950	24,080	1,130	4%
Retirement Bond Payment	82-1958	12,285	13,100	0	0	0	0%
Medical/Dental Ins	82-1960	33,267	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	28,774	32,300	34,820	2,520	7%
Dental Insurance	82-1965	0	2,891	3,440	3,500	60	1%
HSA Contribution	82-1966	0	3,131	3,100	3,100	0	0%
Benefits Admin Fees	82-1967	0	76	90	60	(30)	- 33%
Life Insurance	82-1970	268	269	300	300	0	0%
Salary Continuation Insur	82-1972	213	259	290	290	0	0%
S.A.I.F.	82-1975	493	475	510	570	60	11%
Unemployment	82-1980	958	2,042	1,590	2,000	410	25%
Personnel Services Totals:		212,191	238,179	255,350	283,720	28,370	11%
Materials & Services							
Banking Svcs Fee	82-2002	0	89	150	0	(150)	- 100%
Banking Svcs Credit Adj.	82-2003	0	(334)	0	0	0	0%
Telephones	82-2070	1,139	1,137	1,300	1,300	0	0%
Insurance	82-2200	0	0	0	6,000	6,000	100%
Credit Card Fees	82-2220	1,204	40	100	0	(100)	- 100%
OCHIN Billing Fees	82-2225	10,014	7,806	6,750	7,550	800	11%
OCHIN EMR Billing	82-2226	465	1,363	1,300	1,200	(100)	- 7%
Lockbox Fees	82-2230	1,213	1,037	1,100	1,050	(50)	- 4%
License And Permit Fees	82-2240	100	75	150	150	0	0%
Maintenance - Equipment	82-2260	702	525	330	500	170	51%
Software Maintenance	82-2265	0	0	0	0	0	0%
General Equipment	82-2268	0	284	200	100	(100)	- 50%
Medical Supplies	82-2345	3,062	4,023	5,670	5,000	(670)	- 11%
MAC Admin Fees	82-2350	550	188	0	0	0	0%

Membership Fees And Dues	82-2370	604	898	1,000	1,040	40	4%
Office Supplies	82-2410	435	461	320	400	80	25%
Books And Periodicals	82-2413	119	93	20	50	30	150%
Postage And Freight	82-2419	984	1,007	900	700	(200)	- 22%
Records And Forms	82-2422	301	181	200	340	140	70%
Printing And Reproduction	82-2425	1,789	1,043	1,200	800	(400)	- 33%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	4,452	5,262	4,450	4,450	0	0%
Legal Services	82-2469	0	0	0	0	0	0%
Contract Personnel	82-2470	1,200	1,200	1,200	1,200	0	0%
Contractual Services	82-2471	1,947	6,800	5,000	3,100	(1,900)	- 38%
Administration	82-2475	0	0	0	0	0	0%
Cover Oregon Contract	82-2490	0	40,334	16,560	0	(16,560)	- 100%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Healthy Kids Contract Expenses	82-2493	52,952	0	0	0	0	0%
SBHC Grant Expenses	82-2495	16,879	0	0	0	0	0%
NWHF Contract Expenses	82-2497	0	0	0	0	0	0%
Accreditation Grant Expense	82-2498	5,043	0	0	0	0	0%
CHART Expenses	82-2501	0	0	0	500	500	100%
Medical Services	82-2502	0	0	300	150	(150)	- 50%
Lab Services	82-2503	1,874	1,317	1,800	1,200	(600)	- 33%
State Vaccines	82-2509	22,486	18,844	16,520	23,320	6,800	41%
Locally Owned Vaccine	82-2511	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	185	187	320	0	(320)	- 100%
Advertising	82-2605	0	215	200	0	(200)	- 100%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Educational Materials	82-2777	46	67	110	110	0	0%
Vehicle Maintenance & Use	82-2923	299	24	300	300	0	0%
Education And Training	82-2928	608	245	500	650	150	30%
Miscellaneous Expense	82-2929	33	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	1,101	1,283	750	750	0	0%
S.County Utilities	82-2972	0	0	0	0	0	0%
Patient Refunds	82-3007	975	259	150	250	100	66%
Indirect Cost Allocation	82-3210	85,942	90,700	93,400	92,900	(500)	- 0%
Materials & Services Totals:		218,704	186,648	162,250	155,060	(7,190)	- 4%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		430,896	424,828	417,600	438,780	21,180	1.00

Tobacco Prevention

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

These funds are derived from Measure 44 (tobacco increase) monies. The goals of the program, as administered by the Oregon Health Authority, are to:

- 1) Reduce youth access to tobacco;
- 2) Create tobacco-free environments;
- 3) Decrease advertising and promotion of tobacco products;
- 4) Encourage cessation of smoking by current tobacco users;

The County Department of Public Health is the local lead agency for this program.

Major Accomplishments

FY 2014-15 Accomplishments and Objectives

- Created Tobacco Free Parks Workshop for Oregon Recreation and Park Association conference. Developed state-wide map of all parks with tobacco or smoke free policies.
- Maintained compliance with the Indoor Clean Air Act, enforce and respond to complaints and violations of the Smoke-free Workplace Law.
- Built Capacity for Clatsop Community College, Clatsop County Parks, Astoria Parks and Sunset Empire Parks and recreation District.
- Presided as Co-Chair of the Tobacco Free Coalition. Initiatives included tobacco free parks; quitline promotion; tobacco policy work for county properties including Clatsop Community College; and represented tobacco control for Prevention Works.

FY2015-2016 Goals and Objectives

- Continue providing technical assistance to Clatsop Community College and parks to adopt tobacco free policies.
- Provide technical assistance and co-chair Tobacco Free Coalition of Clatsop County to develop local infrastructure and promote public policy around tobacco-free environments.
- Assess youth intervention practices and work with partners to develop improvement plans.
- Maintain compliance with the Indoor Clean Air Act, enforce and respond to complaints and violations of the Smokefree Workplace Law.
- Build capacity for tobacco retail licensure adoption.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

Tobacco funding is calculated on a base amount in addition to per capita funding. Administrative dollars will be to support grant initiatives.

The position is increased from 0.4 to 0.55. The public health director FTE position was reduced in this unit, creating the capacity to increase the Health Promotion position, which is funded by the grant.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	10,291	9,915	0	0	0	0%
Tobacco Prevention	62,648	52,579	64,420	64,420	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	20	1,250	0	0	0	0%
Smoke-Free Car Grant	0	0	0	0	0	0%
Honorarium Fees	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	0	0	0	0%
Total Revenue:	72,959	63,744	64,420	64,420	0	0%
Total Unappropriated Budget:	9,915	0	0	0	0	0%
Total Budgeted Resources:	63,044	63,744	64,420	64,420	0	0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	37,218	35,262	38,110	40,210	2,100	5%
Personnel Benefits	13,630	14,749	11,460	9,430	(2,030)	- 17%
Material & Supplies	12,197	13,733	14,850	14,780	(70)	- 0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	63,044	63,744	64,420	64,420	0	0%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.15	0.15	0.15	0.05	(0.10)	- 66%
Health Promotion Specialist	0.40	0.40	0.40	0.55	0.15	37%
Total Personnel:	0.55	0.55	0.55	0.60	0.05	9%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Increase # of calls to state quit line and other quit resources Count	0	0	0	100	100	100
Implement tighter policy for Parks Count	0	0	0	10	5	3
Reduce teen smoking rates Percent	0%	0%	0%	24%	17%	12%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	12,792	10,637	13,500	4,870	(8,630)	- 63%
Clinical Manager	82-1095	0	0	0	0	0	0%
HHS Coordinator	82-1185	0	0	0	0	0	0%
HHS Supervisor	82-1186	0	0	0	0	0	0%
Accountant II	82-1848	0	0	0	0	0	0%
Accountant I	82-1850	0	0	0	0	0	0%
Admin. Support IV	82-1854	0	0	0	0	0	0%
Health Promotion Specialist	82-1873	24,425	24,625	24,610	35,340	10,730	43%
Extra Help	82-1941	0	669	0	0	0	0%
F.I.C.A.	82-1950	2,818	2,728	2,920	3,080	160	5%
Retirement	82-1955	4,209	4,745	5,160	4,750	(410)	- 7%
Retirement Bond Payment	82-1958	3,344	3,400	0	0	0	0%
Medical/Dental Ins	82-1960	2,797	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	2,039	2,220	790	(1,430)	- 64%
Dental Insurance	82-1965	0	232	280	90	(190)	- 67%
HSA Contribution	82-1966	0	300	300	100	(200)	- 66%
Benefits Admin Fees	82-1967	0	13	10	10	0	0%
Life Insurance	82-1970	51	47	50	50	0	0%
Salary Continuation Insur	82-1972	62	59	70	50	(20)	- 28%
S.A.I.F.	82-1975	129	104	110	110	0	0%
Unemployment	82-1980	221	413	340	400	60	17%
Personnel Services Totals:		50,848	50,011	49,570	49,640	70	0%
Materials & Services							
Telephones	82-2070	211	216	300	300	0	0%
Facilities Rental	82-2143	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	160	191	200	200	0	0%
Office Supplies	82-2410	118	138	200	200	0	0%
Books And Periodicals	82-2413	10	131	0	100	100	100%
Postage And Freight	82-2419	76	104	200	150	(50)	- 25%
Printing And Reproduction	82-2425	828	409	1,500	1,500	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
PC Equipment	82-2455	0	0	0	100	100	100%
Contract Personnel	82-2470	0	0	0	0	0	0%
Contractual Services	82-2471	1,000	2,500	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Tobacco Prevention	82-2512	628	0	3,010	0	(3,010)	- 100%
Publi. And Legal Notices	82-2600	0	32	50	50	0	0%
Meetings/ Hosting	82-2750	435	0	0	0	0	0%
Educational Materials	82-2777	0	12	90	50	(40)	- 44%

Vehicle Maintenance & Use	82-2923	119	0	200	200	0	0%
Education And Training	82-2928	999	210	1,000	1,030	30	3%
Reimbursed Travel Expense	82-2930	1,547	790	1,500	4,000	2,500	166%
Indirect Cost Allocation	82-3210	6,067	9,000	6,600	6,900	300	4%
Materials & Services Totals:		12,197	13,733	14,850	14,780	(70)	- 0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		63,044	63,744	64,420	64,420	0	1.00

Immunization

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

The grant supports community outreach activities that promote adequate immunization levels for children and will be used to facilitate coordination of activities that will ensure adequate levels of community protection by immunizing young children and reducing the incidence of vaccine preventable disease. This involves work with educating private and public providers of immunizations and child care, Head Start and other preschools, elementary, and middle schools staff in the implementation and documentation of the legal and recommended requirements and informing parents about the new requirements so that they may cooperate in meeting the immunization timeliness.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- The immunization program implemented the strategic plan to increase the UTD immunization rate of children less than 2 years to the state bench mark of at least 72%.
- Participated in Project Homeless Connect.
- Provided outreach to homeless and vulnerable populations and vaccinated them with seasonal flu Tdap vaccines.
- Continued working with Clatsop Community College Medical Assistant, Work Experience, and Nursing Programs. Gave students the opportunity to work in a clinical environment for their practicum rotations and learning opportunities.

FY 2015-2016 Goals and Objectives

- Participate in Homeless Connect
- Outreach to homeless and vulnerable populations for seasonal flu vaccinations
- Continue working relationship with Clatsop Community College Medical Assistant, Work Experience, and Nursing Programs. Give students the opportunity to work in a clinical environment for their practicum rotations and learning opportunities.
- Provide HPV vaccination outreach to youth 9-18 yrs. that have been seen in our clinic and who have not completed their 3 dose series.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

The Affordable Care Act has meant more people are covered by insurance. We are receiving more payment from insurance, and less from individuals.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	373	0	0	0	0%
Or Health Immun Project	13,406	12,527	14,400	14,040	(360)	- 0%
H1N1	0	0	0	0	0	0%
Immun. PHER	0	0	0	0	0	0%
Immun. ACA Adult Grant	31,015	0	0	0	0	0%
Immun. Conference Travel	0	1,500	0	0	0	0%
Total Revenue:	44,421	14,400	14,400	14,040	(360)	- 2%
Total Unappropriated Budget:	374	0	0	0	0	0%
Total Budgeted Resources:	44,047	14,400	14,400	14,040	(360)	- 2%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	23,937	8,586	6,580	6,740	160	2%
Personnel Benefits	13,687	4,705	3,280	3,100	(180)	- 5%
Material & Supplies	6,424	1,109	4,540	4,200	(340)	- 7%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	44,047	14,400	14,400	14,040	(360)	- 2%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Nurse II	0.10	0.10	0.10	0.10	0.00	0%
Total Personnel:	0.10	0.10	0.10	0.10	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of vaccinations provided	Count	2,298	1,696	928	1,000	1,100	1,100
Number of outreach clinics conducted includes all types of vaccines	Count	8	12	6	6	6	6
LPHA shall increase 4th DTaP coverage rate for 24 month old by one percentage point and/or maintain rate at > 90%	Percent	76%	71%	71%	79%	80%	81%
LPHA will ensure that 80% of newborns exposed to peri-natal hepatitis B receive immunization series by 15 months of age.	Percent	0%	0%	0%	100%	100%	100%
HPV Outreach-recall notices will be sent to guardians of children ages 9-18 yrs who have previously received 1-2 vaccines at CCDPH	Percent	0%	0%	0%	0%	0%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	0	0	0	0	0	0%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	18,545	8,296	6,580	6,740	160	2%
Public Health Nurse III	82-1212	0	0	0	0	0	0%
Accountant II	82-1848	0	0	0	0	0	0%
Accountant I	82-1850	71	290	0	0	0	0%
Admin. Support IV	82-1854	0	0	0	0	0	0%
Health Promotion Specialist	82-1873	5,321	0	0	0	0	0%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
F.I.C.A.	82-1950	1,766	610	500	520	20	4%
Retirement	82-1955	2,482	887	800	740	(60)	- 7%
Retirement Bond Payment	82-1958	2,809	500	0	0	0	0%
Medical/Dental Ins	82-1960	6,368	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	2,049	1,480	1,360	(120)	- 8%
Dental Insurance	82-1965	0	234	190	150	(40)	- 21%
HSA Contribution	82-1966	0	192	200	200	0	0%
Benefits Admin Fees	82-1967	0	9	10	20	10	100%
Life Insurance	82-1970	41	16	10	10	0	0%
Salary Continuation Insur	82-1972	28	9	10	10	0	0%
S.A.I.F.	82-1975	78	28	20	20	0	0%
Unemployment	82-1980	115	171	60	70	10	16%
Personnel Services Totals:		37,624	13,291	9,860	9,840	(20)	- 0%
Materials & Services							
Telephones	82-2070	199	171	480	480	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
General Equipment	82-2268	0	0	0	0	0	0%
Medical Supplies	82-2345	0	0	400	360	(40)	- 10%
Membership Fees And Dues	82-2370	20	0	200	200	0	0%
Office Supplies	82-2410	287	56	160	160	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	0	0	200	200	0	0%
Printing And Reproduction	82-2425	30	42	200	200	0	0%
Administration	82-2475	0	0	0	0	0	0%
Adult Imm. Grant Expense	82-2491	3,552	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Educational Materials	82-2777	0	0	800	400	(400)	- 50%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	0	0	500	500	0	0%
Reimbursed Travel Expense	82-2930	168	140	600	600	0	0%
Indirect Cost Allocation	82-3210	2,167	700	900	1,000	100	11%

Materials & Services Totals:		6,424	1,109	4,540	4,200	(340)	- 7%
Special Payments							
ARRA Grant Expenses	82-3208	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		44,047	14,400	14,400	14,040	(360)	1.00

Maternal & Child Health

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

The Child and Adolescent Health Services block grant may be used for various purposes: these may include Women's Health services, Immunizations, High Risk Infant and Child Tracking (Babies First), Maternal Case Management and Perinatal programs including case management for medical fragile children birth - 21 years. Some of these services may be reimbursed by Medicaid. The policy of HHS is to bill every possible revenue stream for reimbursable services. Federal and state grants are used to meet expenses when no other funding source is available for reimbursement.

The funding is used to provide maternity case management services for women who are at risk of a less than optimum pregnancy outcome by assuring access maternity/prenatal medical care services. The objectives of maternity case management and prenatal services is to increase the likelihood of healthy term infants of adequate birth weight and support for at risk parents during this critical time.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Worked in partnership with DHS and the Harbor, formerly called the Womens Resource Center. Assisted in Intimate Partner Violence Prevention, targeting pregnant women and teens.
- Used electronic billing in real-time in ORCHIDS & Electronic Medical Records for Health Dept. clinics (EMR).
- Kept Up-To-Date reporting of all MCM functions..
- Hired and trained a casual MCH nurse.

FY 2015-16 Goals and Objectives

- Renew IBCLC (lactation consultant) license for 2015 to 2020.
- Begin billing for lactation consulting by OHP+ and private insurance companies.
- Apply for billing Maternal Case Management and lactation consultations through private insurance companies.
- Participate in statewide development of the Early Childhood Learning Council and collaboration with community partners.
- Continuing nursing and lactation education via webinars and seminars for CEUs.
- Hire and train an additional MCH home visiting nurse, in order to serve more clients efficiently.
- Negotiate with the Columbia Pacific CCO to contract with them to provide MCM services for payment for services to their insured members.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

MCM may be an area where the Coordinated Care Organization (CCO) could provide reimbursement for providing service to Medicaid members of the CCO.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	1,400	1,400	0%
M.C.H. Grant	3,901	3,940	3,900	3,940	40	0%
MCH Title V - CAH	5,926	5,984	5,900	5,750	(150)	- 0%
MCH Title V - Flex Funds	13,827	13,964	13,800	13,250	(550)	- 0%
M.C.H. Prenatal Grant	2,079	2,100	2,000	2,100	100	0%
Maternity Case Management	4,445	4,715	4,500	4,660	160	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	25,000	26,800	25,500	27,000	1,500	0%
Total Revenue:	55,178	57,503	55,600	58,100	2,500	4%
Total Unappropriated Budget:	(3,159)	278	0	0	0	0%
Total Budgeted Resources:	58,337	57,225	55,600	58,100	2,500	4%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	34,138	32,942	34,100	36,240	2,140	6%
Personnel Benefits	15,975	16,084	12,990	12,880	(110)	- 0%
Material & Supplies	8,223	8,199	8,510	8,980	470	5%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	58,337	57,225	55,600	58,100	2,500	4%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.10	0.10	0.05	0.05	0.00	0%
Public Health Nurse II	0.40	0.40	0.45	0.40	(0.05)	- 11%
Total Personnel:	0.50	0.50	0.50	0.45	(0.05)	- 10%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of MCM clients only	Count	52	52	43	28	41	34
Percent of clients duplicated in all MCM programs	Percent	2%	1%	5%	1%	2%	1%
Percent of clients referred to MCM from WIC	Percent	24%	30%	24%	30%	75%	56%
Percent of clients who are uninsured	Percent	3%	3%	5%	3%	4%	4%
Percent of clients who use tobacco before and during pregnancy	Percent	92%	92%	85%	80%	50%	40%
Percent of clients who receive regular prenatal care	Percent	70%	70%	85%	95%	83%	87%
Percent of clients referred to a primary care provider	Percent	99%	99%	100%	100%	100%	100%
Percent of clients referred for immunizations	Percent	99%	99%	99%	100%	100%	100%
Percent of clients referred for family planning 1st post partum home visit	Percent	75%	75%	100%	100%	92%	94%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	8,528	3,900	4,500	4,870	370	8%
Clinical Manager	82-1095	0	0	0	0	0	0%
Clinical Provider	82-1201	0	0	0	4,400	4,400	100%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	25,610	29,042	29,600	26,970	(2,630)	- 8%
Accountant II	82-1848	0	0	0	0	0	0%
Accountant I	82-1850	0	0	0	0	0	0%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
F.I.C.A.	82-1950	2,559	2,379	2,610	2,770	160	6%
Retirement	82-1955	4,588	5,125	5,350	5,770	420	7%
Retirement Bond Payment	82-1958	3,275	2,800	0	0	0	0%
Medical/Dental Ins	82-1960	5,172	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	4,173	3,490	2,940	(550)	- 15%
Dental Insurance	82-1965	0	438	430	340	(90)	- 20%
HSA Contribution	82-1966	0	596	600	500	(100)	- 16%
Benefits Admin Fees	82-1967	0	12	10	10	0	0%
Life Insurance	82-1970	55	56	50	50	0	0%
Salary Continuation Insur	82-1972	47	43	40	40	0	0%
S.A.I.F.	82-1975	115	88	100	100	0	0%
Unemployment	82-1980	165	373	310	360	50	16%
Personnel Services Totals:		50,114	49,026	47,090	49,120	2,030	4%
Materials & Services							
Telephones	82-2070	544	594	800	550	(250)	- 31%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Medical Supplies	82-2345	177	12	20	50	30	150%
Membership Fees And Dues	82-2370	117	19	30	30	0	0%
Office Supplies	82-2410	154	85	220	220	0	0%
Books And Periodicals	82-2413	44	0	0	0	0	0%
Postage And Freight	82-2419	130	101	90	220	130	144%
Printing And Reproduction	82-2425	75	83	150	150	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Advertising	82-2605	0	6	10	10	0	0%
Educational Materials	82-2777	46	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	341	478	450	750	300	66%
Education And Training	82-2928	130	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	268	20	40	40	0	0%
Patient Refunds	82-3007	21	0	0	0	0	0%
Community Connections	82-3085	75	0	0	160	160	100%

Indirect Cost Allocation	82-3210	6,100	6,800	6,700	6,800	100	1%
Materials & Services Totals:		8,223	8,199	8,510	8,980	470	5%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		58,337	57,225	55,600	58,100	2,500	1.00

Babies First

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

Babies First is a component of the Child and Adolescent Health Services block grant. Babies First is aimed at improving the early identification of infants and young children who are at risk of developmental delay because of health/medical and/or social problems. Through home visits, a Public Health Nurse assesses the health and development of infants and young children, and provides appropriate interventions and referrals. The program is part of a state wide data collection system which screens and tracks these at-risk infants.

Cacoon program dollars are also appropriated in this organizational unit-these funds are administered by OHSU for case-management of children compromised by chronic health conditions and developmentally delayed infants and children up to age 18. Babies First funds may be used to visit Cacoon children and the combination of these funding streams makes better use of nurse time and accurately reflects nursing practices.

Community Connections dollars are an additional revenue and service delivery program within this budget.

Community Connections is a multi-disciplinary case-management clinic which coordinates the many medical and educational professionals involved with infants and children who are often part of the Cocoon and Babies First programs. The Cacoon nurse is usually present at these clinics and the Community Connections funds finance administrative support time to coordinate Community Connections clinics which bring to the local area many professionals from the metro universities and hospitals to assist in the diagnosis, care delivery, and case management of children with complex physical and behavioral health needs.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Maintained balanced budget.
- Used electronic billing in real-time in ORCHIDS & Electronic Medical Records for health department clinics (EMR).
- Provide Up-To-Date reporting of all MCH (Maternal Child health) functions.
- Actively participating member of the North Coast Breast Feeding Coalition and CCN team.
- Hired and trained casual MCH nurse.
- CaCoon Coordinator was awarded \$3,500.00, for all the CaCoon clients served. This funding is to be used toward CaCoon outreach in Clatsop County.

FY 2015-2016 Goals and Objectives

- Payment for services will occur for 100% of all OHP+ claims submitted within 60 days of service provision.
- Begin billing for lactation services by OHP and private insurance companies.
- Continue participation in Community Connections multidisciplinary assessment and referral clinics.
- Continue participation in redesign of home visiting services statewide.
- Continue education for RN and lactation services via webinars & seminars for CEUs and renew IBCLC (lactation consultant) license to 2020.
- Hire and train an additional MCH home visiting nurse, in order to serve more clients efficiently.
- Negotiate with Columbia Pacific CCO to contract and provide services to the CCO clients.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

In 2015 this program, which is matched with Federal Medicaid funds when county local dollars are leveraged, may come under the Coordinated Care Organization (CCO) reimbursement and matching funds system. Essentially, the state will now pass local dollars to the federal government to obtain federal matching funds, then will give those to the CCO, which in turn would give those to the local county.

Reclassification of Admin IV to Staff Assistant. The level of work required indicated the reclassification was needed. For instance, significant program tasks have shifted to Admin staff due to reductions in workforce FTE over several years.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements.

Extra help for Maternity Case Management. There are many more high-risk babies in the county than can be assisted with the current 0.6 FTE Public Health Nurse. Help is needed when the lone PHN is sick, on vacation, away on training, etc.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	8,761	17,780	6,300	27,030	20,730	3%
Comm Connections	10,000	10,000	10,000	10,000	0	0%
Babies 1st	6,581	6,649	6,600	6,490	(110)	- 0%
Babies First Fees	57,527	37,681	38,590	48,590	10,000	0%
Cacoon-cdrc	12,160	12,160	12,160	12,160	0	0%
CaCoon Fees-TCM	0	2,199	0	0	0	0%
CCN Annual Retreat	600	400	0	0	0	0%
Rev. Refunds & Reim.	0	1	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	3,500	11,175	11,650	0	(11,650)	- 1%
Total Revenue:	99,128	98,044	85,300	104,270	18,970	22%
Total Unappropriated Budget:	17,743	9,517	0	0	0	0%
Total Budgeted Resources:	81,385	88,527	85,300	104,270	18,970	22%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	51,699	54,000	56,050	60,130	4,080	7%
Personnel Benefits	23,954	27,622	22,060	23,220	1,160	5%
Material & Supplies	5,732	6,905	7,190	20,920	13,730	190%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	81,385	88,527	85,300	104,270	18,970	22%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.10	0.10	0.05	0.05	0.00	0%
Staff Assistant	0.00	0.00	0.00	0.10	0.10	100%
Public Health Nurse II	0.60	0.60	0.65	0.65	0.00	0%
Accountant II	0.00	0.00	0.00	0.05	0.05	100%
Accountant I	0.10	0.10	0.10	0.00	(0.10)	- 100%
Admin. Support IV	0.01	0.10	0.10	0.00	(0.10)	- 100%
Total Personnel:	0.81	0.90	0.90	0.85	(0.05)	- 5%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of Babies First and CaCoon Count Clients	232	154	113	147	138	139
Percent of clients duplicated in MCH Percent programs	1%	1%	1%	0%	1%	0%
Percent of clients referred to BF/MCH Percent from WIC	29%	29%	50%	50%	43%	43%
Percent of BF visits where child development is documented in ORCHIDS	98%	99%	100%	100%	100%	100%
Percent of BF visits where well child care is documented in ORCHIDS	98%	100%	100%	100%	100%	100%
Percent of CaCoon visits where child development is documented in ORCHIDS	100%	100%	100%	100%	100%	100%
Percent of CaCoon visits where well child care is documented in ORCHIDS	98%	99%	100%	100%	100%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	8,528	3,900	4,500	4,870	370	8%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	4,270	4,270	100%
Clinical Provider	82-1201	0	0	0	4,400	4,400	100%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	38,133	41,567	42,760	43,820	1,060	2%
Accountant II	82-1848	0	0	0	2,770	2,770	100%
Accountant I	82-1850	4,699	4,664	4,820	0	(4,820)	- 100%
Admin. Support IV	82-1854	339	3,869	3,970	0	(3,970)	- 100%
Health Promotion Specialist	82-1873	0	0	0	0	0	0%
Extra Help-Clinical	82-1905	0	760	0	0	0	0%
F.I.C.A.	82-1950	3,835	3,937	4,290	4,600	310	7%
Retirement	82-1955	6,858	8,150	8,530	9,360	830	9%
Retirement Bond Payment	82-1958	5,057	4,600	0	0	0	0%
Medical/Dental Ins	82-1960	7,603	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	7,683	6,860	6,820	(40)	- 0%
Dental Insurance	82-1965	0	742	740	700	(40)	- 5%
HSA Contribution	82-1966	0	796	800	800	0	0%
Benefits Admin Fees	82-1967	0	19	20	20	0	0%
Life Insurance	82-1970	90	97	90	80	(10)	- 11%
Salary Continuation Insur	82-1972	74	75	70	70	0	0%
S.A.I.F.	82-1975	175	148	160	170	10	6%
Unemployment	82-1980	262	616	500	600	100	20%
Personnel Services Totals:		75,653	81,622	78,110	83,350	5,240	6%
Materials & Services							
Telephones	82-2070	420	416	740	500	(240)	- 32%
Unapportioned Projects	82-2129	0	0	0	12,970	12,970	100%
Program Supplies	82-2140	35	312	280	300	20	7%
General Equipment	82-2268	0	0	0	0	0	0%
Medicaid Reimbursement	82-2342	0	0	0	0	0	0%
Medical Supplies	82-2345	36	14	30	50	20	66%
Medical Supplies	82-2345	36	14	0	0	0	0%
Membership Fees And Dues	82-2370	157	97	100	100	0	0%
Office Supplies	82-2410	92	49	30	100	70	233%
Postage And Freight	82-2419	0	23	40	50	10	25%
Printing And Reproduction	82-2425	186	73	200	200	0	0%
Administration	82-2475	0	32	0	0	0	0%
Vehicle Maintenance & Use	82-2923	230	698	500	750	250	50%
Education And Training	82-2928	85	65	370	400	30	8%
Reimbursed Travel Expense	82-2930	258	53	400	400	0	0%
Community Connections	82-3085	397	459	0	0	0	0%

Indirect Cost Allocation	82-3210	3,800	4,600	4,500	5,100	600	13%
Materials & Services Totals:		5,732	6,905	7,190	20,920	13,730	190%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		81,385	88,527	85,300	104,270	18,970	1.00

W I C Program

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

The Women, Infants and Children (WIC) program is offered to high-risk pregnant, nursing and postpartum women, infants and children under age five. Families must have incomes of less than 185% of poverty guidelines. Participants who are certified to the program attend clinics and receive food vouchers that are redeemed in local grocery stores for specific nutritious foods. Educational classes and counseling are provided to increase knowledge and encourage the ongoing use of good nutrition. The height and weight of participating children are monitored regularly, along with other childhood milestones and referrals are made to appropriate medical/social agencies when necessary.

Major Accomplishments

FY 2014-15 Accomplishments and Objectives

- Continued the Breastfeeding Coalition for the North Coast.
- WIC staff serves as a compliance investigator assuring compliancy and integrity of WIC vendors.
- 1835 Farm Direct vouchers were distributed to WIC families in Clatsop County.
- Collaborated with the Healthy Families program.
- Attended trainings at National WIC Association meeting/
- Had a successful Biennial Review and Fiscal Review.
- Staff re-organized to support a contract dietitian position.
- Created a partnership with Tyack Dental that provides free dental check-ups and fluoride applications for children and infants.
- Created a partnership with OSU Extension to provide food tastings and recipes to WIC families that can be purchased with their food vouchers.

FY 2015-16 Goals and Objectives

- Serve an authorized caseload of 97% level or greater.
- Continue distributing Farm Direct vouchers to eligible WIC families in Clatsop County at farmers markets.
- Continue community outreach via radio show, and local partners.
- Certifiers will remain current with required training modules.
- Continue support of Breastfeeding Coalition.
- Provide home certifications for large families with transportation challenges.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

In 2013 the federal sequestration caused a drop in WIC clients. 2014-2015 saw extra efforts to increase those numbers.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements.

Moving Admin IV to Staff Assistant due to work duties and job classification. Two positions share 0.5 FTE.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	18,756	6,570	4,050	(2,520)	- 0%
Accreditation Grant Revenue	0	10,000	0	0	0	0%
W.i.c. Grant	195,834	203,552	198,900	190,630	(8,270)	- 0%
Breastfeeding Performance Gran	12,543	0	0	0	0	0%
WIC Supplies	0	0	0	4,500	4,500	0%
BF Grant Fundraising/Reimb.	629	60	0	0	0	0%
JSI Research BF Award	0	1,941	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	1,520	671	0	0	0	0%
Miscellaneous Revenue	20	0	0	0	0	0%
Transfer From General	54,000	24,600	30,630	57,000	26,370	0%
Total Revenue:	264,545	259,580	236,100	256,180	20,080	8%
Total Unappropriated Budget:	18,756	7,007	0	0	0	0%
Total Budgeted Resources:	245,789	252,574	236,100	256,180	20,080	8%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	117,977	113,831	112,160	123,290	11,130	9%
Personnel Benefits	65,442	64,790	56,440	62,080	5,640	9%
Material & Supplies	62,370	73,952	67,500	70,810	3,310	4%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	245,789	252,574	236,100	256,180	20,080	8%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.20	0.00	0.00	0.05	0.05	100%
Staff Assistant	0.00	0.00	0.00	0.50	0.50	100%
Public Health Nurse II	0.20	0.20	0.20	0.20	0.00	0%
Accountant II	0.00	0.00	0.00	0.05	0.05	100%
Accountant I	0.00	0.10	0.10	0.00	(0.10)	- 100%
Admin. Support IV	0.40	0.50	0.50	0.00	(0.50)	- 100%
Wic Nutrition Aide	1.90	1.90	1.90	1.90	0.00	0%
Total Personnel:	2.70	2.70	2.70	2.70	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Numbers of women, infants, and children on authorized caseload	Count	1,342	2,086	1,312	1,245	1,217	1,250
Numbers of woman, infants, and children who participated in WIC	Count	0	0	0	2,097	2,097	2,200
Total dollars authorized to WIC retailers in Clatsop County		\$0	\$807,000	\$767,300	\$775,900	\$723,749	\$725,000
Farm direct dollars to farmers in Clatsop County		\$0	\$19,000	\$29,280	\$10,540	\$4804	\$5000
Percentage of pregnant women in Clatsop County served by WIC	Percent	82%	57%	57%	51%	51%	60%
Percentage of participants attending nutrition education classes	Percent	41%	54%	64%	68%	64%	75%
Percent WIC moms who start out breastfeeding	Percent	17%	84%	93%	92%	87%	95%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	7,620	0	0	4,870	4,870	100%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	21,070	21,070	100%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	18,118	18,323	13,160	13,480	320	2%
Accountant II	82-1848	0	0	0	2,770	2,770	100%
Accountant I	82-1850	1,148	4,664	4,820	0	(4,820)	- 100%
Admin. Support IV	82-1854	18,793	17,478	18,830	0	(18,830)	- 100%
Wic Nutrition Aide	82-1871	71,331	73,365	75,350	81,100	5,750	7%
Health Promotion Specialist	82-1873	967	0	0	0	0	0%
Extra Help Chn I	82-1905	0	0	0	0	0	0%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	8,537	8,156	8,580	9,430	850	9%
Retirement	82-1955	15,543	16,895	17,250	20,950	3,700	21%
Retirement Bond Payment	82-1958	11,627	8,700	0	0	0	0%
Medical/Dental Ins	82-1960	28,107	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	26,597	26,630	27,340	710	2%
Dental Insurance	82-1965	0	2,156	2,080	2,120	40	1%
HSA Contribution	82-1966	0	0	0	100	100	100%
Benefits Admin Fees	82-1967	0	36	30	40	10	33%
Life Insurance	82-1970	211	221	310	300	(10)	- 3%
Salary Continuation Insur	82-1972	210	197	200	200	0	0%
S.A.I.F.	82-1975	424	355	350	370	20	5%
Unemployment	82-1980	783	1,477	1,010	1,230	220	21%
Personnel Services Totals:		183,419	178,621	168,600	185,370	16,770	9%
Materials & Services							
Telephones	82-2070	1,168	1,031	1,300	1,300	0	0%
Maintenance - Equipment	82-2260	246	326	400	400	0	0%
General Equipment	82-2268	0	63	0	0	0	0%
Breastfeeding Grant	82-2343	3,526	95	0	0	0	0%
Medical Supplies	82-2345	846	604	1,220	1,320	100	8%
WIC Supplies	82-2348	815	3,499	1,000	5,600	4,600	460%
Membership Fees And Dues	82-2370	384	335	400	400	0	0%
Office Supplies	82-2410	554	305	250	250	0	0%
Books And Periodicals	82-2413	62	43	20	20	0	0%
Postage And Freight	82-2419	2,262	2,219	1,900	1,900	0	0%
Records And Forms	82-2422	0	0	0	0	0	0%
Printing And Reproduction	82-2425	1,013	832	850	850	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%

Contract Personal	82-2470	0	4,367	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Registered Dietician	82-2500	2,325	2,288	3,860	3,000	(860)	- 22%
JSI Research BF Award	82-2514	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	97	100	100	0	0%
Advertising	82-2605	0	98	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Meetings/ Hosting	82-2750	57	308	0	0	0	0%
Educational Materials	82-2777	11	0	300	800	500	166%
Vehicle Maintenance & Use	82-2923	368	601	500	500	0	0%
Education And Training	82-2928	1,015	60	300	370	70	23%
Reimbursed Travel Expense	82-2930	1,418	1,382	1,000	1,000	0	0%
S.County Utilities	82-2972	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	46,300	55,400	54,100	53,000	(1,100)	- 2%
Materials & Services Totals:		62,370	73,952	67,500	70,810	3,310	4%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		245,789	252,574	236,100	256,180	20,080	1.00

Family Planning

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

Family Planning Services are offered with the objective of helping to minimize the social economic, mental and physical health problems of children and their parents, through provision of knowledge and methods of planning and spacing children. Clinics and outreach efforts are staffed by a part-time Women's Health care Practitioner funded in part by a grant from the Oregon Health Division and by a part-time Public Health nurse and administrative staff who are funded largely by fees. There are clinics in Astoria and Seaside. Reduction of unintended pregnancy is the primary goal, including prevention of adolescent pregnancies. Staff participate in a variety of community planning and outreach activities.

Major Accomplishments

FY 2014-2015

Accomplishments and Objectives

- Investigated increasing services and revenue opportunities.
- Continued outreach to our local schools on disseminating information to teens for all available services.
- Participated in Project Homeless Connect - education of homeless men and women and teens for availability of services for little or no cost to the patient.
- Continued working relationship with Clatsop Community College regarding the Nursing, Medical Assistant and Cooperative Work Experience programs giving young women and men the opportunity to work in a clinical environment for their practicum rotations and learning opportunities.

FY 2015-2016

Goals and Objectives

- Enhance care of clinical clients by providing HPV testing for females age 24-30 yrs. who have had a history of an abnormal pap.
- Outreach to local high schools and Clatsop Community College to present information regarding birth control options, STDs, and available services.
- Participate in Project Homeless Connect to provide education regarding available services for birth control and STDs.
- Continue working relations with Clatsop Community College regarding the Nursing and Medical Assistant programs giving students the opportunity to work in a clinical environment for their practicum rotations and learning opportunities.
- Begin posting services available on Public Health Facebook page.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

We were able to use casual employees to provide family planning services. Some clinic services are available only twice a week. The Affordable Care Act has meant more people have insurance. We are receiving more payment from insurance, and less from individuals.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements.

FTE for the support position increased from 1.0 to 1.1. Reclassified the support position from Admin IV to Staff Assistant. The level of work required indicated the reclassification was needed. For instance, significant program tasks have shifted to Admin staff due to reductions in workforce FTE over several years.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	32,769	3,720	37,380	33,660	9%
Interest on Insurance Payments	0	0	0	0	0	0%
Fed. - Family Planning	31,411	33,570	29,600	22,450	(7,150)	- 0%
Medicade Match	42,523	29,446	30,000	40,000	10,000	0%
Family Planning Fees	4,717	3,896	5,000	5,500	500	0%
Public Health Donations	4,559	2,816	3,300	3,300	0	0%
CCARE Fees	136,490	105,610	126,300	101,070	(25,230)	- 0%
CCARE Drugs	44,606	32,743	41,000	37,800	(3,200)	- 0%
CCARE Lab Tests	3,862	3,076	3,430	2,750	(680)	- 0%
Vasectomy Revenue	9,390	1,800	8,000	8,000	0	0%
Vasectomy Revenue OVP	130	0	0	0	0	0%
Private Insurance Fees	3,232	7,322	3,800	7,500	3,700	0%
Omap Fees	24,351	43,542	22,000	35,000	13,000	0%
CCO Fees	0	0	0	20,000	20,000	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	55	4,082	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	43,700	19,725	51,300	18,500	(32,800)	- 0%
Total Revenue:	349,024	320,397	327,450	339,250	11,800	3%
Total Unappropriated Budget:	32,769	18,429	0	0	0	0%
Total Budgeted Resources:	316,256	301,968	327,450	339,250	11,800	3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	77,441	70,654	121,910	140,070	18,160	14%
Personnel Benefits	50,458	64,564	58,130	44,520	(13,610)	- 23%
Material & Supplies	188,357	166,749	147,410	154,660	7,250	4%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	316,256	301,968	327,450	339,250	11,800	3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.00	0.05	0.05	100%
Staff Assistant	0.00	0.00	0.00	1.10	1.10	100%
Nurse Practitioner	0.60	0.00	0.60	0.00	(0.60)	- 100%
Clinical Provider	0.00	0.60	0.00	0.00	0.00	0%
Public Health Nurse II	0.20	0.40	0.40	0.40	0.00	0%
Accountant I	0.20	0.10	0.20	0.23	0.03	15%
Admin. Support IV	1.60	1.00	1.00	0.00	(1.00)	- 100%
Total Personnel:	2.60	2.10	2.20	1.78	(0.42)	- 19%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Total number of clients served	Count	1,298	1,627	1,634	1,062	1,000	1,000
Total number of clinical and lab services	Count	1,800	2,000	2,450	1,277	1,500	1,500
Number of pregnancies averted based upon birth control methods used prior to and post clinic visit	Count	194	200	184	155	180	180
Percent of Teens < 19 years served who are sexually active	Percent	11%	15%	21%	24%	25%	25%
Percent of visits in which Emergency Contraception was dispensed	Percent	63%	74%	68%	37%	45%	45%
Percent of clients 150% below the poverty level	Percent	96%	90%	94%	94%	95%	95%
Percent of uninsured clients for primary care	Percent	85%	90%	81%	81%	85%	85%
Percent CT tests not meeting IPP screening criteria	Percent	2%	0%	0%	0%	0%	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	0	0	0	4,870	4,870	100%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	46,750	46,750	100%
Nurse Practitioner	82-1200	27,155	0	0	0	0	0%
Clinical Provider	82-1201	0	0	46,800	48,750	1,950	4%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse I	82-1207	0	0	0	0	0	0%
Public Health Nurse II	82-1209	4,962	23,235	26,310	26,970	660	2%
Accountant II	82-1848	0	0	0	12,730	12,730	100%
Accountant I	82-1850	8,380	9,662	9,640	0	(9,640)	- 100%
Admin. Support IV	82-1854	36,944	37,758	39,160	0	(39,160)	- 100%
Wic Nutrition Aide	82-1871	0	0	0	0	0	0%
Extra Help CHN II	82-1900	3,623	9,569	0	0	0	0%
Extra Help Chn I	82-1905	5,099	11,273	0	0	0	0%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
Extra Help	82-1941	0	0	3,000	0	(3,000)	- 100%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	6,374	6,701	9,560	10,720	1,160	12%
Retirement	82-1955	10,705	9,977	16,070	12,800	(3,270)	- 20%
Retirement Bond Payment	82-1958	11,852	9,600	0	0	0	0%
Medical/Dental Ins	82-1960	11,636	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	13,702	23,060	16,440	(6,620)	- 28%
Dental Insurance	82-1965	0	1,294	2,490	1,520	(970)	- 38%
HSA Contribution	82-1966	0	785	2,000	900	(1,100)	- 55%
Benefits Admin Fees	82-1967	0	23	20	40	20	100%
Life Insurance	82-1970	151	146	250	160	(90)	- 36%
Salary Continuation Insur	82-1972	128	125	200	150	(50)	- 25%
S.A.I.F.	82-1975	306	270	360	390	30	8%
Unemployment	82-1980	584	1,101	1,120	1,400	280	25%
Personnel Services Totals:		127,899	135,218	180,040	184,590	4,550	2%
Materials & Services							
Banking Svcs Credit Adj.	82-2003	0	(239)	0	0	0	0%
Telephones	82-2070	1,083	763	1,100	1,000	(100)	- 9%
OCHIN Billing Fees	82-2225	22,390	19,748	15,000	16,000	1,000	6%
OCHIN EMR Billing	82-2226	259	1,363	1,250	1,500	250	20%
Lockbox Fees	82-2230	1,213	1,037	1,050	1,080	30	2%
License And Permit Fees	82-2240	100	75	130	100	(30)	- 23%
Maintenance - Equipment	82-2260	380	1,158	700	500	(200)	- 28%
Software Maintenance	82-2265	0	810	0	0	0	0%
General Equipment	82-2268	0	3,459	0	0	0	0%
Medicaid Reimbursement	82-2342	0	0	0	0	0	0%

Medical Supplies	82-2345	1,607	1,287	2,000	2,500	500	25%
Med Supplies Reimbursable	82-2346	60,906	57,495	55,980	65,000	9,020	16%
MAC Admin Fees	82-2350	375	348	600	600	0	0%
Membership Fees And Dues	82-2370	506	820	750	770	20	2%
Office Supplies	82-2410	304	264	300	300	0	0%
Books And Periodicals	82-2413	214	13	20	50	30	150%
Postage And Freight	82-2419	155	608	900	500	(400)	- 44%
Records And Forms	82-2422	0	13	10	40	30	300%
Records And Forms	82-2422	0	13	0	0	0	0%
Printing And Reproduction	82-2425	1,393	831	1,000	1,000	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Legal Services	82-2469	0	0	0	0	0	0%
Contract Personnel	82-2470	25,525	15,100	0	0	0	0%
Contractual Services	82-2471	1,947	5	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	407	0	0	0	0	0%
Lab Services	82-2503	5,019	7,215	6,500	5,500	(1,000)	- 15%
Vasectomy Services	82-2507	9,390	1,800	8,000	8,000	0	0%
Publi. And Legal Notices	82-2600	774	633	400	200	(200)	- 50%
Advertising	82-2605	0	814	70	70	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Educational Materials	82-2777	54	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	29	50	300	250	500%
Education And Training	82-2928	573	575	300	950	650	216%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	252	113	300	300	0	0%
S.County Utilities	82-2972	0	0	0	0	0	0%
Patient Refunds	82-3007	30	0	0	0	0	0%
Indirect Cost Allocation	82-3210	53,500	50,600	51,000	48,400	(2,600)	- 5%
Materials & Services Totals:		188,357	166,749	147,410	154,660	7,250	4%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		316,256	301,968	327,450	339,250	11,800	1.00

Household Hazardous Waste

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

Household hazardous waste (HHW) is waste from households that, due to its hazardous nature, has the potential to cause significant harm to human health or the environment. HHW includes common household products that are poisonous, toxic, flammable, reactive, or corrosive. In partnership with cities, waster haulers, and other parties, the HHW offers to address the management of HHW, as well as hazardous waste from certain County facilities and businesses that are "conditionally exempt small quantity generators (CEGs). The goal of the program is to: provide regular cost-effective service; provide educational outreach and education; reduce the risk to transfer stations; offer a waste exchange program for appropriate items; minimize environmental and health impacts associated with HHW; reduce the amount of HHW disposed of in landfills, sewage systems, ground water, waterways, the air, and illegally dumped; reduce the risks of accidental poisonings and fires in homes; focus efforts and resources on services that will achieve the greatest environmental and health benefit; and reduce regulatory liabilities for local governments. The HHW program currently sponsors one collection event per year. The advisory committee is working towards a permanent facility which is a goal of the HHW Plan and the Clatsop County Strategic Plan.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Conducted 1 Household Hazardous Waste (HHW) and Small Quantity Generators (SQG) collection event in the county.
- Completed several key components for the Household Hazardous Waste permanent facility, such as a land use agreement with the City of Astoria; preliminary site evaluation; and agreement among stakeholders to implement the building stage of the program.
- Provided community education activities to promote appropriate hazardous waste disposal options and less toxic product use.

FY 2015-16 Goals and Objectives

- Construct and open new HHW collection facility.
- Develop and implement a new HHW education and outreach program.
- Renew existing program contracts and MOUs for continuation of the program work.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

The effort to build a HHW facility is continuing. DEQ funds in a grant are available to defray the expense.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	0	155,990	182,290	26,300	0%
DEQ HHWP Grant	0	0	0	77,000	77,000	0%
Special Projects Revenue	0	0	0	0	0	0%
Environmental Inspections	0	0	0	0	0	0%
HHW Revenue	0	103,902	98,000	98,000	0	0%
Community Education	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	0	19,950	0	0	0	0%
Total Revenue:	0	123,852	253,990	357,290	103,300	40%
Total Unappropriated Budget:	0	68,209	0	0	0	0%
Total Budgeted Resources:	0	55,642	253,990	357,290	103,300	40%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	7,734	5,900	16,240	10,340	175%
Personnel Benefits	0	2,656	2,710	7,250	4,540	167%
Material & Supplies	0	45,252	73,990	33,800	(40,190)	- 54%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	171,390	300,000	128,610	75%
Contingency	0	0	0	0	0	0%
Total Expenditures:	0	55,642	253,990	357,290	103,300	40%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.00	0.05	0.05	100%
Environmental Health Superviso	0.00	0.09	0.10	0.15	0.05	50%
Total Personnel:	0.00	0.09	0.10	0.20	0.10	100%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of community collection events.	Count	0	0	0	1	1	2
Number of community education activities or materials developed.	Count	0	0	0	4	4	5
Maintain volume of waste collected at event site from previous years by a plus or minus margin.	Percent	0%	0%	0%	0%	20%	20%
Decrease volume of PaintCare products taken at collection event from previous 3 year average.	Percent	0%	0%	0%	0%	10%	50%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	0	0	0	4,870	4,870	100%
Deputy Director HHS	82-1095	0	0	0	0	0	0%
Environmental Health Superviso	82-1194	0	7,734	5,900	11,370	5,470	92%
Environmental Health Spec. II	82-1195	0	0	0	0	0	0%
Environmental Health Spec. I	82-1197	0	0	0	0	0	0%
Public Health Nurse II	82-1209	0	0	0	0	0	0%
Accountant II	82-1848	0	0	0	0	0	0%
Accountant I	82-1850	0	0	0	0	0	0%
Admin. Support IV	82-1854	0	0	0	0	0	0%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	0	575	450	1,240	790	175%
Retirement	82-1955	0	650	720	2,130	1,410	195%
Retirement Bond Payment	82-1958	0	0	0	0	0	0%
Medical/Dental Ins	82-1960	0	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	1,149	1,070	2,850	1,780	166%
Dental Insurance	82-1965	0	100	120	280	160	133%
HSA Contribution	82-1966	0	0	200	400	200	100%
Benefits Admin Fees	82-1967	0	0	10	0	(10)	- 100%
Life/AD&D Insurance	82-1970	0	30	10	20	10	100%
Salary Continuation Insur	82-1972	0	1	20	40	20	100%
S.A.I.F.	82-1975	0	73	60	130	70	116%
Unemployment	82-1980	0	78	50	160	110	220%
Personnel Services Totals:		0	10,390	8,610	23,490	14,880	172%
Materials & Services							
Telephones	82-2070	0	0	120	100	(20)	- 16%
Unapportioned Projects	82-2129	0	0	0	0	0	0%
Program Supplies	82-2140	0	0	0	0	0	0%
General Equipment	82-2268	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	0	0	200	200	0	0%
Office Supplies	82-2410	0	0	0	0	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Postage And Freight	82-2419	0	0	100	100	0	0%
Printing And Reproduction	82-2425	0	0	1,500	1,500	0	0%
Prof And Spec Services	82-2450	0	331	15,270	0	(15,270)	- 100%
Facility Development	82-2461	0	150	0	0	0	0%
Collection Event	82-2463	0	43,168	0	0	0	0%
Contract Personal	82-2470	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	55,000	28,250	(26,750)	- 48%
Administration	82-2475	0	0	0	0	0	0%

Lab Services	82-2503	0	0	0	0	0	0%
Carryover	82-2513	0	0	0	0	0	0%
Advertising	82-2605	0	1,603	400	400	0	0%
Educational Materials	82-2777	0	0	0	0	0	0%
Education And Training	82-2928	0	0	1,000	1,350	350	35%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0%
Outreach/Education	82-3190	0	0	400	400	0	0%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	0	0	0	1,500	1,500	100%
Materials & Services Totals:		0	45,252	73,990	33,800	(40,190)	- 54%
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Transfers Out							
Trans To Special Projects	82-8100	0	0	171,390	300,000	128,610	75%
Transfers Out Totals:		0	0	171,390	300,000	128,610	75%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		0	55,642	253,990	357,290	103,300	1.00

Emergency Preparedness

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

1. The integration of local public health preparedness measures with the existing local emergency operations plan.
2. Improving our communicable disease control capacity, emergency preparedness and epidemiological response procedures.

The revenue for these functions and responsibilities are received through a federal grant administered by the State of Oregon.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Clatsop County PHEP Program is 100% compliant with all requirement of Program Element 12 (PE 12).
- Completed two exercises or events with After Action Reports: Suzanne Elise Illness Outbreak; Astoria Warming Shelter.
- Participated in local and state preparedness actions due to Ebola concerns.
- All staff have completed IS 100, 200, 700 and 800, minimum Incident Command System (ICS) courses.
- We used broadcast fax for rapid dissemination of public health information to mitigate risk of outbreaks and other public health threats.
- Continued implementation of new PHEP Capabilities Measures per CDC/Oregon PHEP Program.
- Completed the Public Health Continuity of Operation Plan.
- Participated with other stakeholder in developing a Climate Change Adaptation Plan Framework, and a Coastal Community Resiliency Plan Framework.

FY 2015-2016 Goals and Objectives

- Update all documentation to reflect PHEP Capability Measures.
- Conduct two exercises: one tabletop and one functional exercise based upon the PE 12 requirements.
- Conduct advanced ICS training for select staff.
- Continue participation in the monthly county emergency preparedness meetings.
- Continue implementing ICS structure and risk communication protocols for county outbreaks.
- Continue preparedness planning, training and exercises with community partners.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

Extra work went into the Ebola preparedness and response in 2014-2015. There could be supplemental funds available from federal sources for this work in 2015-2016.

Reclassification of Admin IV to Staff Assistant for one position. The level of work required indicated the reclassification was needed. For instance, significant program tasks have shifted to Admin staff due to reductions in workforce FTE over several years.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	203	1,176	0	0	0	0%
EBOLA Emerg Prep	0	0	0	11,820	11,820	0%
B/T Preparedness	81,984	71,098	78,000	77,780	(220)	0%
Pandemic Flu I	0	0	0	0	0	0%
All Hazard Mini Grant	0	1,521	0	0	0	0%
B/T Info Security Enhancement	0	0	0	0	0	0%
H1N1 Fee Revenue	0	0	0	0	0	0%
Breast & Cervical Cancer	0	0	0	0	0	0%
Car Seat Program	0	0	0	0	0	0%
H1N1-PHER III	0	0	0	0	0	0%
PHER IV Funds for LHDs	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	108	0	0	0	0	0%
Miscellaneous Revenue	15	0	0	0	0	0%
Transfer From General	0	0	0	0	0	0%
Total Revenue:	82,310	73,795	78,000	89,600	11,600	14%
Total Unappropriated Budget:	1,176	1	0	0	0	0%
Total Budgeted Resources:	81,134	73,794	78,000	89,600	11,600	14%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	43,554	39,150	39,500	40,920	1,420	3%
Personnel Benefits	24,647	20,155	16,840	18,980	2,140	12%
Material & Supplies	12,933	14,490	21,660	29,700	8,040	37%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	81,134	73,794	78,000	89,600	11,600	14%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.20	0.30	0.30	0.25	(0.05)	- 16%
Staff Assistant	0.00	0.00	0.00	0.10	0.10	100%
Environmental Health Superviso	0.00	0.00	0.00	0.05	0.05	100%
Environmental Health Specialis	0.00	0.20	0.20	0.05	(0.15)	- 75%
Public Health Nurse II	0.20	0.00	0.00	0.05	0.05	100%
Accountant II	0.00	0.00	0.00	0.05	0.05	100%
Admin. Support IV	0.20	0.10	0.10	0.00	(0.10)	- 100%
Total Personnel:	0.60	0.60	0.60	0.55	(0.05)	- 8%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Develop and implement preparedness exercises (real events count) Count	5	5	5	2	2	2
Number of deaths related to PH emergency Count	0	0	0	0	0	0
Percent of monthly PHEP conference calls made Percent	90%	95%	98%	90%	100%	100%
Percent of Health Alert profiles up to date Percent	100%	100%	100%	100%	100%	100%
Percent of monthly EPREP meetings made Percent	80%	90%	80%	80%	100%	100%
Percent HAN of tests responded to Percent	85%	90%	98%	90%	100%	100%
Percent of staff who reference PH emerg protocol Percent	75%	100%	80%	90%	90%	100%
Percent of staff able to fill ICS positions Percent	75%	75%	60%	60%	80%	90%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	25,585	24,110	26,990	24,360	(2,630)	- 9%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	4,270	4,270	100%
Environmental Health Superviso	82-1194	964	377	0	3,790	3,790	100%
Environmental Health Spec. II	82-1195	0	0	0	0	0	0%
Environmental Health Specialis	82-1197	0	7,676	8,540	2,360	(6,180)	- 72%
Public Health Nurse	82-1205	0	0	0	3,370	3,370	100%
Public Health Nurse II	82-1209	8,051	280	0	0	0	0%
Public Health Nurse III	82-1212	0	0	0	0	0	0%
Accountant II	82-1848	0	0	0	2,770	2,770	100%
Accountant I	82-1850	71	387	0	0	0	0%
Admin. Support IV	82-1854	7,482	3,869	3,970	0	(3,970)	- 100%
Health Promotion Specialist	82-1873	1,402	2,450	0	0	0	0%
Extra Help CHN II	82-1900	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	3,226	2,909	3,020	3,130	110	3%
Retirement	82-1955	5,654	5,654	5,860	6,230	370	6%
Retirement Bond Payment	82-1958	4,523	3,300	0	0	0	0%
Medical/Dental Ins	82-1960	10,751	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	6,267	6,040	7,430	1,390	23%
Dental Insurance	82-1965	0	660	690	770	80	11%
HSA Contribution	82-1966	0	600	600	700	100	16%
Benefits Admin Fees	82-1967	0	13	10	10	0	0%
Life/AD&D Insurance	82-1970	60	62	60	50	(10)	- 16%
Salary Continuation Insur	82-1972	77	90	90	90	0	0%
S.A.I.F.	82-1975	154	155	110	160	50	45%
Unemployment	82-1980	203	446	360	410	50	13%
Personnel Services Totals:		68,201	59,305	56,340	59,900	3,560	6%
Materials & Services							
Telephones	82-2070	1,077	1,056	1,200	1,450	250	20%
Unapportioned Projects	82-2129	0	0	0	3,000	3,000	100%
Maintenance - Equipment	82-2260	0	0	200	200	0	0%
Software Maintenance	82-2265	0	0	0	0	0	0%
Medical Supplies	82-2345	41	4	500	500	0	0%
Membership Fees And Dues	82-2370	97	97	400	410	10	2%
Office Supplies	82-2410	173	43	300	300	0	0%
Postage And Freight	82-2419	1	0	50	50	0	0%
Printing And Reproduction	82-2425	345	216	200	200	0	0%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%

Administration	82-2475	0	0	0	0	0	0%
EBOLA Emerg Prep	82-2485	0	0	0	11,820	11,820	100%
PHEP Mini Grant-Mass Fatality	82-2487	0	1,008	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	5,900	0	(5,900)	- 100%
Advertising	82-2605	0	32	60	80	20	33%
Meetings/ Hosting	82-2750	0	0	0	0	0	0%
Educational Materials	82-2777	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	36	300	500	200	66%
Education And Training	82-2928	0	99	500	1,140	640	128%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	300	750	750	0	0%
Indirect Cost Allocation	82-3210	11,200	11,600	11,300	9,300	(2,000)	- 17%
Materials & Services Totals:		12,933	14,490	21,660	29,700	8,040	37%
Special Payments							
Health Alert Network	82-3115	0	0	0	0	0	0%
PHEP Radio	82-3260	0	0	0	0	0	0%
Info Security Enhancement	82-3265	0	0	0	0	0	0%
Pandemic Flu	82-3270	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		81,134	73,794	78,000	89,600	11,600	1.00

Onsite Sewage Systems

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

NEW. The Onsite Wastewater Management program is a Public Health protection measure to assure the conditions of septic systems that are used to treat wastewater from homes and small businesses meet Oregon Department of Environmental Quality (DEQ) standards for construction, installation and ongoing waste management. Without regulatory oversight, onsite septic systems can fail or malfunction, polluting Clatsop County's land and waterways with raw sewage and creating public health hazards. Program services also include inspection of septic tank pumpers, annual inspections of certain septic systems, response to complaints of failing systems and sewage ground contamination and the provision of legal documents pertaining to septic systems in the county.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Held first annual OSS Industry meeting.
- Hired new EH Supervisor with nearly 20 years of OSS experience.
- New OSS permitting system became operational.
- New Operation and Maintenance program became operational.
- All service requests were completed within 5 days of submittal.
- 111 permits were finalized.
- 134 record requests were fulfilled.
- 35 failing or inadequate OSS were repaired.

FY 2015-2016 Goals and Objectives

- All (100%) service requests will be responded to within 5 days of receipt.
- All (100%) complaints will be responded to within 2 working days.
- OSS Operation and Maintenance classes will be held quarterly.
- Repair all failing or inadequate OSS within 60 days of inspection.
- OSS program website will be operational, and will include online OSS record search capability.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

The permit system is using a fair number of DEQ rates. This will be evaluated after a full year to see if numbers of permits and rates are equal to the expense of the system and program.

The Permit Tech 0.4 FTE is a new position. It was found in the first year of Onsite Sewage System program operations that a great deal of the work in the office was above the level of Admin IV or Staff Assistant, and required a Permit Tech. We paid out-of-class for the work, and requested this position to take on the task.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	7,870	7,870	0%
Public Records Request	0	0	2,000	1,930	(70)	- 0%
New Site Evaluation	0	0	19,400	25,400	6,000	0%
Commercial New Site Evaluation	0	0	0	0	0	0%
New Constr. Installation Permi	0	0	40,000	66,000	26,000	0%
Residential Repair & Alteratio	0	0	32,000	32,000	0	0%
Res Reinstatement, Trans, Renewal	0	0	3,400	3,400	0	0%
Commercial New Construction	0	0	0	0	0	0%
Comm Repair, Alter, Author Per	0	0	0	0	0	0%
O&M Reports	0	0	500	2,500	2,000	4%
Annual Evaluation	0	0	1,000	1,000	0	0%
Pumper Truck Inspection	0	0	600	600	0	0%
Compliance Recovery	0	0	0	0	0	0%
Authorization Notices	0	0	11,000	11,000	0	0%
Tank Abandonment	0	0	0	0	0	0%
EH Field Time	0	0	0	0	0	0%
Land Use Record Review	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	0	15,000	0	0	0	0%
Total Revenue:	0	15,000	109,900	151,700	41,800	38%
Total Unappropriated Budget:	0	13,084	0	0	0	0%
Total Budgeted Resources:	0	1,916	109,900	151,700	41,800	38%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	670	41,680	80,370	38,690	92%
Personnel Benefits	0	75	26,450	47,030	20,580	77%
Material & Supplies	0	1,171	19,580	24,300	4,720	24%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	22,190	0	(22,190)	- 100%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	0	1,916	109,900	151,700	41,800	38%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.00	0.05	0.05	100%
Staff Assistant	0.00	0.00	0.20	0.00	(0.20)	- 100%
Environmental Health Superviso	0.00	0.00	0.10	0.50	0.40	400%
Environmental Health Specialis	0.00	0.00	0.60	0.50	(0.10)	- 16%
Permit Technician	0.00	0.00	0.00	0.30	0.30	100%
Accountant II	0.00	0.00	0.00	0.05	0.05	100%
Total Personnel:	0.00	0.00	0.90	1.40	0.50	0%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of site evaluations	Count	0	0	0	0	15	125
Number of construction permits	Count	0	0	0	0	80	250
Number of reinstatements, transfers and renewals	Count	0	0	0	0	3	12
Number of authorization notices	Count	0	0	0	0	8	10
Number of repair permits	Count	0	0	0	0	35	70
Number of complaints about failed systems	Count	0	0	0	0	5	10
Number of record requests	Count	0	0	0	0	175	250
Number of technical assistance requests	Count	0	0	0	0	15	30
Number of attendees of "Septic Systems 101"	Count	0	0	0	0	250	500
Number of visits to OSS website	Count	0	0	0	0	0	1,000
Percent of failed system reports resolved	Percent	0%	0%	0%	0%	100%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	0	0	0	4,870	4,870	100%
Staff Assistant	82-1191	0	0	8,230	0	(8,230)	- 100%
Environmental Health Superviso	82-1194	0	0	5,900	37,900	32,000	542%
Environmental Health Specialis	82-1197	0	670	27,550	20,830	(6,720)	- 24%
Permit Technician	82-1729	0	0	0	14,000	14,000	100%
Accountant II	82-1848	0	0	0	2,770	2,770	100%
Accountant I	82-1850	0	0	0	0	0	0%
Admin. Support IV	82-1854	0	0	0	0	0	0%
Extra Help-Clinical	82-1905	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
F.I.C.A.	82-1950	0	51	3,190	6,150	2,960	92%
Retirement	82-1955	0	0	5,070	10,160	5,090	100%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	0	15,600	25,580	9,980	63%
Dental Insurance	82-1965	0	0	1,380	2,230	850	61%
HSA Contribution	82-1966	0	0	200	1,100	900	450%
Benefits Admin Fees	82-1967	0	0	80	40	(40)	- 50%
Life/AD&D Insurance	82-1970	0	5	80	140	60	75%
Salary Continuation Insur	82-1972	0	5	90	190	100	111%
S.A.I.F.	82-1975	0	7	380	640	260	68%
Unemployment	82-1980	0	7	380	800	420	110%
Personnel Services Totals:		0	744	68,130	127,400	59,270	87%
Materials & Services							
Telephones	82-2070	0	0	300	300	0	0%
Unapportioned Projects	82-2129	0	0	0	0	0	0%
Program Supplies	82-2140	0	0	230	220	(10)	- 4%
License And Permit Fees	82-2240	0	0	0	0	0	0%
General Equipment	82-2268	0	677	0	0	0	0%
Membership Fees And Dues	82-2370	0	120	0	0	0	0%
Office Supplies	82-2410	0	31	0	0	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Postage And Freight	82-2419	0	0	150	150	0	0%
Printing And Reproduction	82-2425	0	0	250	250	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contract Personnel	82-2470	0	0	0	0	0	0%
DEQ Contractual Svcs.	82-2478	0	0	14,500	0	(14,500)	- 100%
Carryover	82-2513	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	191	0	0	0	0%
Advertising	82-2605	0	0	0	0	0	0%
Educational Materials	82-2777	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	0	3,750	500	(3,250)	- 86%
Education And Training	82-2928	0	0	200	280	80	40%

Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	152	200	200	0	0%
Indirect Cost Allocation	82-3210	0	0	0	22,400	22,400	100%
Materials & Services Totals:		0	1,171	19,580	24,300	4,720	24%
Capital Outlay							
Automotive Equipment	82-4200	0	0	22,190	0	(22,190)	- 100%
Capital Outlay Totals:		0	0	22,190	0	(22,190)	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		0	1,916	109,900	151,700	41,800	1.00

Environmental Health

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.

- Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
- Promote and encourage healthy behaviors.

Department Overview

The services provided under environmental health programs include food program licensing inspection, including all full service restaurants, bed and breakfasts, limited service restaurants, mobile units, commissaries, warehouses, vending machines and temporary events, as well as the licensure of food handlers. Other inspections include drinking water tests, day care centers, schools, prisons and jails. Additional responsibilities of environmental health are licensing inspections of other areas, such as tourist accommodations, including hotels, motels, hostels, organizational camps, recreational vehicle parks, public swimming pools and spas. Although all of these services and programs fall under the purview of environmental health services, the largest component of this is the inspection and promotion of food safety across the county and the entire State.

Major Accomplishments

FY 2014-2015 Accomplishments and Objectives

- Hired Environmental Health Supervisor with over 20 years of Environmental Health experience.
- Held 2 Food Safety Advisory meetings with 50 food service operators.
- Held Pool/Spa Safety class with 25 pool/spa operators.
- Completed 100% of all public drinking water systems surveys.
- Worked with OSU to place an intern within the Environmental Health program.

FY 2015-2016 Goals and Objectives

- Complete 100% of all inspections for calendar year 2015 and 2016 on time.
- Hire new Environmental Health Trainee.
- Complete 100% of all pool/spa inspections in calendar year 2015 and 2016 on time.
- Assess the community for unlicensed facilities and license as appropriate.
- Create new Food Safety Advisory Committee to assist with developing new techniques to increase compliance with food safety rules.
- Fully develop Environmental Health website to include interactive database that allows the public to query latest restaurant scores.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

The numbers of licensed facilities have had a slight increase. The fee study did not see much of a needed fee increase.

The new Permit Tech position is shared with Onsite Sewage Systems.

Increase from Accountant I to Accountant II. The level of work required indicated that the increase was needed. For instance, budget preparation and financial reports and other tasks have shifted due to staff reductions and increases in work requirements.

Reclassification of Admin IV to Staff Assistant. The level of work required indicated the reclassification was needed.

Funding Sources						
Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	71,133	99,438	5,930	39,020	33,090	5%
Bed & Breakfast	1,295	1,190	1,300	1,300	0	0%
Full Service	140,575	133,258	128,000	128,000	0	0%
Food Handler Cards	6,798	9,417	6,000	6,000	0	0%
Limited	1,000	1,000	1,000	1,000	0	0%
Mobile Units	2,658	2,170	2,200	2,200	0	0%
Temps	9,969	8,341	9,500	9,500	0	0%
Food Warehouses	0	0	200	200	0	0%
Pools	5,780	5,700	5,800	5,800	0	0%
Spas	3,500	3,450	3,500	3,500	0	0%
Organizational Camps	240	240	200	200	0	0%
RV Parks	3,682	3,527	3,600	3,600	0	0%
Tourist-Bed & Breakfast	560	665	560	560	0	0%
Traveler (Hotels/Motels)	8,800	8,780	8,700	8,700	0	0%
Drinking Water	9,936	12,806	11,200	11,200	0	0%
Day Cars	960	1,600	1,500	1,500	0	0%
Schools	3,730	3,440	3,500	0	(3,500)	- 1%
Plan Reviews	1,340	1,290	660	660	0	0%
Environmental Inspections	1,732	1,600	1,600	1,600	0	0%
Commissary Fees	1,348	945	900	900	0	0%
HHW Revenue	98,640	0	0	0	0	0%
Community Education	0	0	0	0	0	0%
S.A.I.F. Reimbursement	88	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	300	300	0	0%
Transfer From General	0	39,300	8,850	0	(8,850)	- 1%
Total Revenue:	373,763	338,157	205,000	225,740	20,740	10%
Total Unappropriated Budget:	99,438	120,469	0	0	0	0%
Total Budgeted Resources:	274,325	217,688	205,000	225,740	20,740	10%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	122,106	115,395	107,710	114,380	6,670	6%
Personnel Benefits	63,867	53,559	47,960	56,560	8,600	17%
Material & Supplies	88,352	48,734	49,330	50,160	830	1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	4,640	4,640	0%
Total Expenditures:	274,325	217,688	205,000	225,740	20,740	10%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Health Director	0.10	0.10	0.10	0.05	(0.05)	- 50%
Staff Assistant	0.00	0.00	0.00	0.30	0.30	100%
Environmental Health Superviso	1.00	0.92	0.80	0.30	(0.50)	- 62%
Environmental Health Spec. I	0.80	0.50	0.80	1.05	0.25	31%
Permit Technician	0.00	0.00	0.00	0.50	0.50	100%
Accountant II	0.00	0.00	0.00	0.05	0.05	100%
Accountant I	0.10	0.10	0.10	0.00	(0.10)	- 100%
Admin. Support IV	0.30	0.30	0.30	0.00	(0.30)	- 100%
Total Personnel:	2.30	1.92	2.10	2.25	0.15	7%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of food handler classes offered to community Count	20	19	15	12	15	20
Percent of semi & annual food service inspections completed out of total required Percent	100%	107%	100%	70%	75%	100%
Percent of temporary food events licensed out of total required to be licensed Percent	90%	95%	90%	100%	100%	100%
Percent of pool/spa inspections completed out of total required. Percent	95%	92%	100%	69%	100%	100%
Percent of contract required Drinking Water Surveys completed. Percent	4%	125%	100%	100%	100%	100%
Percent of Drinking Water System alerts and violations receiving a response. Percent	100%	88%	100%	97%	97%	100%
Improve rate of food service repeat inspections and failure to comply procedures. Percent	0%	0%	4%	2%	2%	5%
Improve Drinking Water survey deficiencies follow up process. Percent	0%	0%	90%	60%	60%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Health Director	82-1086	8,528	7,091	9,000	4,870	(4,130)	- 45%
Deputy Director HHS	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	12,810	12,810	100%
Environmental Health Superviso	82-1194	71,634	68,779	47,200	22,740	(24,460)	- 51%
Environmental Health Spec. II	82-1195	0	0	0	0	0	0%
Environmental Health Spec. I	82-1197	26,008	23,253	34,790	47,850	13,060	37%
Public Health Nurse II	82-1209	0	0	0	0	0	0%
Permit Technician	82-1729	0	0	0	23,340	23,340	100%
Accountant II	82-1848	0	0	0	2,770	2,770	100%
Accountant I	82-1850	4,699	4,664	4,820	0	(4,820)	- 100%
Admin. Support IV	82-1854	11,237	11,608	11,900	0	(11,900)	- 100%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	8,901	8,299	8,240	8,750	510	6%
Retirement	82-1955	12,722	12,461	13,460	14,550	1,090	8%
Retirement Bond Payment	82-1958	12,159	9,700	0	0	0	0%
Medical/Dental Ins	82-1960	27,880	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	15,900	19,960	27,720	7,760	38%
Dental Insurance	82-1965	0	1,472	1,970	2,350	380	19%
HSA Contribution	82-1966	0	2,783	1,800	700	(1,100)	- 61%
Benefits Admin Fees	82-1967	0	92	80	90	10	12%
Life/AD&D Insurance	82-1970	202	173	200	210	10	5%
Salary Continuation Insur	82-1972	315	293	300	230	(70)	- 23%
S.A.I.F.	82-1975	922	882	980	820	(160)	- 16%
Unemployment	82-1980	766	1,504	970	1,140	170	17%
Personnel Services Totals:		185,973	168,954	155,670	170,940	15,270	9%
Materials & Services							
Telephones	82-2070	1,241	1,419	1,400	1,400	0	0%
Program Supplies	82-2140	531	520	500	500	0	0%
License And Permit Fees	82-2240	0	150	0	0	0	0%
General Equipment	82-2268	0	99	0	0	0	0%
Medical Supplies	82-2345	164	18	0	150	150	100%
Membership Fees And Dues	82-2370	652	291	500	510	10	2%
Office Supplies	82-2410	305	363	300	300	0	0%
Books And Periodicals	82-2413	76	0	0	0	0	0%
Postage And Freight	82-2419	824	666	600	600	0	0%
Printing And Reproduction	82-2425	287	292	300	300	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	0	779	300	300	0	0%
Contract Personal	82-2470	0	0	0	0	0	0%

Contractual Services	82-2471	0	0	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Lab Services	82-2503	0	0	0	0	0	0%
Carryover	82-2513	45,691	0	0	0	0	0%
State Consultation Fee	82-2520	17,956	20,439	22,250	23,430	1,180	5%
Advertising	82-2605	224	165	0	0	0	0%
Educational Materials	82-2777	11	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	1,566	2,555	1,500	1,500	0	0%
Education And Training	82-2928	50	55	1,680	570	(1,110)	- 66%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	216	968	500	500	0	0%
Outreach/Education	82-3190	0	0	0	0	0	0%
Refunds and Returns	82-3204	356	55	0	0	0	0%
Indirect Cost Allocation	82-3210	18,200	19,900	19,500	20,100	600	3%
Materials & Services Totals:		88,352	48,734	49,330	50,160	830	1%
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	4,640	4,640	100%
Contingencies Totals:		0	0	0	4,640	4,640	100%
Total Expenditures:		274,325	217,688	205,000	225,740	20,740	1.00

Developmental Disabilities

Mission Statement

The Clatsop County Developmental Disabilities program purpose is to provide service coordination of developmental disability services for eligible individuals.

Department Overview

Clatsop County contracts developmental disability services with Clatsop Behavioral Health to Provide:

- Service Coordination
- Residential Services
- Employment and Alternatives to Employment programs
- Crisis services
- Transportation
- Family Support

Budget Highlights

17% reduction from past year reflects estimated changes in pass through state funding levels for these services.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	0	0	0%
Transportation Svcs SE#53	0	0	0	0	0	0%
MHS Stewart RTF SE #37	15,180	16,560	165,600	18,070	(147,530)	- 0%
Self Directed Supp. SE#150	0	3,473	2,650	0	(2,650)	- 1%
Supp Svc-Long Term Care SE#151	8,159	53,349	21,950	0	(21,950)	- 1%
DD Case Mngmt SE #48	342,562	358,361	290,000	348,080	58,080	0%
Comprehensive Care SE #49	59,225	68,629	47,500	47,500	0	0%
Abuse Investigation Svc SE#55	49,528	47,507	48,650	47,510	(1,140)	- 0%
Clatsop DD Local Admin SE#2	117,643	106,822	107,600	106,820	(780)	- 0%
Rent Subsidies SE#56	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Total Revenue:	592,296	654,702	683,950	567,980	(115,970)	- 16%
Total Unappropriated Budget:	0	0	0	0	0	0%
Total Budgeted Resources:	592,296	654,702	683,950	567,980	(115,970)	- 16%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	592,296	654,702	683,950	567,980	(115,970)	- 16%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	592,296	654,702	683,950	567,980	(115,970)	- 16%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Printing And Reproduction	82-2425	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Education And Training	82-2928	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	0	0	0	0	0	0%
Materials & Services Totals:		0	0	0	0	0	0%
Special Payments							
SE #151 Supp Svc - Long Term C	82-3114	8,159	53,349	21,950	0	(21,950)	- 100%
SE #150 Self directed Supp.	82-3121	0	3,473	2,650	0	(2,650)	- 100%
SE #44 DD Crisis Diversion	82-3123	0	0	165,600	0	(165,600)	- 100%
SE #48 DD case Mgmnt	82-3124	342,562	358,361	290,000	348,080	58,080	20%
SE #157 Regional Crisis & Back	82-3126	15,180	16,560	0	18,070	18,070	100%
SE #49 Comprehensive Care	82-3127	59,225	68,629	47,500	47,500	0	0%
SE #53 Transportation Svcs	82-3135	0	0	0	0	0	0%
SE #55 Abuse Investigation Svc	82-3151	49,528	47,507	48,650	47,510	(1,140)	- 2%
SE #2 Clatsop DD Local Admin	82-3156	117,643	106,822	107,600	106,820	(780)	- 0%
SE #56 Rent Subsidies	82-3158	0	0	0	0	0	0%
SE #56 Rent Subsidies	82-3158	0	0	0	0	0	0%
Special Payments Totals:		592,296	654,702	683,950	567,980	(115,970)	- 16%
Total Expenditures:		592,296	654,702	683,950	567,980	(115,970)	1.00

Mental Health

Mission Statement

The mission of Clatsop County Mental Health and Developmental Disability Services is to promote and protect the health and well-being of individuals, families, and our community

Department Overview

Clatsop County contracts Mental Health services through Clatsop Behavioral Health and provides oversight to ensure effective management and stewardship of limited public resources through community education and prevention and public/private partnerships

Budget Highlights

2015-2016 budget is 11% above 2014-2015 budget and reflects COLA and other assumed increases in pass through funding from the State for services.

Increase in FTE for program coordinator initiated in 2014 -2015 budget year and is reflective in the 2015-2016 budget.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	13,338	24,040	27,980	3,940	0%
Interest On Investments	419	1,055	1,000	1,230	230	0%
NR Adult MH Svcs SE#20	0	0	0	0	0	0%
Child & Adoles MH Svcs SE#22	0	0	0	0	0	0%
Reg Acute Psych Inpat SE#24	2,470	0	0	0	0	0%
Comm Crisis-Adult/Child SE#25	0	0	0	0	0	0%
Old/Dsbl'd Adult MH Svcs SE#35	16,624	16,624	16,600	16,620	20	0%
MHS Special Projects SE #37	746,728	792,841	751,500	839,110	87,610	0%
Local Administration SE#1	29,182	29,632	29,200	30,330	1,130	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	170	0	(170)	- 1%
Trans from Drug & Alcohol Tx	0	0	0	0	0	0%
Total Revenue:	795,424	853,490	822,510	915,270	92,760	11%
Total Unappropriated Budget:	(23,300)	6,910	0	0	0	0%
Total Budgeted Resources:	818,724	846,580	822,510	915,270	92,760	11%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	17,486	11,116	18,060	18,120	60	0%
Personnel Benefits	11,174	6,977	9,120	9,220	100	1%
Material & Supplies	5,148	2,399	2,500	3,230	730	29%
Special Payments	784,916	826,089	768,100	855,730	87,630	11%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	24,730	28,970	4,240	17%
Total Expenditures:	818,724	846,580	822,510	915,270	92,760	11%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Asst Finance Director	0.10	0.00	0.03	0.00	(0.03)	- 100%
Staff Assistant	0.05	0.05	0.00	0.00	0.00	0%
Prev Program Coordinator	0.15	0.15	0.25	0.28	0.03	13%
Total Personnel:	0.30	0.20	0.28	0.28	0.00	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Asst Finance Director	82-1104	6,771	2,378	2,510	0	(2,510)	- 100%
Staff Assistant	82-1191	2,582	0	0	0	0	0%
Prev Program Coordinator	82-1882	8,133	8,738	15,550	18,120	2,570	16%
F.I.C.A.	82-1950	1,267	803	1,380	1,390	10	0%
Retirement	82-1955	1,899	1,327	2,200	1,980	(220)	- 10%
Retirement Bond Payment	82-1958	1,700	900	0	0	0	0%
Medical/Dental Ins	82-1960	6,002	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	3,104	4,170	4,460	290	6%
Dental Insurance	82-1965	0	338	530	530	0	0%
HSA Contribution	82-1966	0	365	570	570	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life/AD&D Insurance	82-1970	33	20	30	30	0	0%
Salary Continuation Insur	82-1972	53	33	50	50	0	0%
S.A.I.F.	82-1975	49	19	30	30	0	0%
Unemployment	82-1980	171	67	160	180	20	12%
Personnel Services Totals:		28,660	18,093	27,180	27,340	160	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	20	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(22)	0	0	0	0%
Membership Fees And Dues	82-2370	2,848	0	0	0	0	0%
Printing And Reproduction	82-2425	0	0	0	630	630	100%
Contractual Services	82-2471	0	0	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	2,300	2,400	2,500	2,600	100	4%
Materials & Services Totals:		5,148	2,399	2,500	3,230	730	29%
Special Payments							
SE #201 NR Adult MH Dsg/Srvcs	82-3161	0	0	0	0	0	0%
SE #20 NR Adult MH Svcs	82-3163	0	0	0	0	0	0%
SE #20 NR Adult MH Svcs	82-3163	0	0	0	0	0	0%
SE #22 Child & Adoles MH Svcs	82-3169	0	0	0	0	0	0%
SE #22 Child & Adoles MH Svcs	82-3169	0	0	0	0	0	0%
SE #24 Reg Acute Psych Inpat	82-3170	2,470	0	0	0	0	0%
SE #24 Reg Acute Psych Inpat	82-3170	2,470	0	0	0	0	0%
SE #25 Comm Crisis-Adult/Child	82-3172	0	0	0	0	0	0%
SE #25 Comm Crisis-Adult/Child	82-3172	0	0	0	0	0	0%
SE #30 PSRB Trmt & Spvsn	82-3174	0	0	0	0	0	0%
SE #35 Old/Dsbld Adlt MH Svcs	82-3175	16,624	16,624	0	0	0	0%
SE #35 Old/Dsbld Adlt MH Svcs	82-3175	16,624	16,624	16,600	16,620	20	0%
SE #37 MHS Special Projects	82-3176	746,728	792,841	751,500	839,110	87,610	11%

Special Payments Totals:		784,916	826,089	768,100	855,730	87,630	11%
Contingencies							
Appropriation for Contin.	82-9900	0	0	24,730	28,970	4,240	17%
Contingencies Totals:		0	0	24,730	28,970	4,240	17%
Total Expenditures:		818,724	846,580	822,510	915,270	92,760	1.00

Drug & Alcohol Prevention

Mission Statement

The Prevention Program supports the mission of the Clatsop County Juvenile Department to protect the public and reduce juvenile delinquency by implementing effective prevention services for the residents of Clatsop County.

Department Overview

The function of the Drug and Alcohol prevention Program is to reduce common risk factors for alcohol, drug use and problem gambling while also increasing protective factors which build resistance and resiliency. Prevention services in Clatsop County include community mobilization, parenting education, youth skill building programs and community outreach and education.

Major Accomplishments

The Clatsop County Juvenile Department received a tri-county Oregon Parenting Education Collaborative (OPEC) Expansion Grant inclusive of Clatsop, Columbia and Tillamook Counties. Previously, the Juvenile Department provided grant administration and leadership of OPEC funding for Clatsop and Columbia. This year we successfully integrated Tillamook County into NW Parenting efforts. The Clatsop County Juvenile Department is the lead agency in this effort, requiring much coordination.

The Clatsop County Juvenile Department received a contract from Sunset Empire Park and Recreation Inc. as part of their Community School Grant from Oregon Community Foundation. In partnership with Broadway Middle School and Sunset Empire Park and Recreation Inc. the Clatsop Juvenile Department implemented a successful seven week Strengthening Families 10-14 (SFP 10-14) program. SFP 10-14 is an evidence-based practice shown by research to positively impact family management and functioning and reduce youth substance use.

Staff from the Clatsop Juvenile Department is a member of the Governance Council for Early Learning Hub. NW Parenting, through the Clatsop Juvenile Department has collaborated with the EL Hub to bring professional development training and program implementation to the region. As a result of community assessment, NW Parenting will conduct a 3- day Nurturing Parenting Training and 1 -day facilitator booster session.

NW Parenting held two successful Read for the Record events in north and south county, Positive Discipline Workshops in Spanish and English, Community Parenting Education Grant to Helping Hands, Nurturing Parenting in Spanish, and Parenting Now for child care providers and caregivers.

NW Parenting developed Kinder Ready Workshops in partnership with P3 Alignment (Clatsop Kinder Ready), including a Train the Trainers held in the spring.

The Clatsop County Juvenile Department hired a new bilingual parent educator and continued the Teen Parent Program at Astoria High School Gray School Campus through the NW Parenting efforts. .

The Prevention Works Coalition received grant from Columbia Pacific COO for an underage drinking campaign using Positive Community Norms. The Clatsop County Juvenile Department's prevention staff play and integral part in this effort.

Through NW Parenting, the Clatsop County Juvenile Department co-sponsored the Preschool and Early Learning Fair with the Mom's Club.

The Clatsop County Juvenile Department submitted a proposal for increasing the community readiness to address problem gambling. We received amendment to increase Problem Gambling Prevention services working with our Prevention Works Coalition.

The Clatsop Juvenile Department implemented My Future My Choice (MFMC) in two school districts and provided mentoring to a Knappa High School youth that was selected as a representative on a state-wide MFMC Youth Advisory Council.

The Clatsop County Juvenile Department's prevention staff provide leadership and executive roles on a variety of community coalitions, councils, committees.

Performance Measures

In the past year, scientific evaluation of our parenting education series revealed "significant improvement in parenting skills" across all twelve skill domains. In addition, evaluation revealed "significant improvement in child skills" across all domains as reported by parents.

*Retrospective t-test design, p less than 0.05, N=90

Budget Highlights

The 2015-2016 Prevention budget is 5% lower than previous year due to a decrease in grant revenue. Anticipated \$22,500 Juvenile Crime Prevention funds transferred to integrate Juvenile Department prevention services will assist in building Prevention Program sustainability.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	52,079	162,809	45,980	51,110	5,130	0%
Interest On Investments	0	0	100	0	(100)	- 1%
St. - Liquor 2145	0	0	0	0	0	0%
Prevention Srvcs SE#70	82,000	61,250	61,250	61,250	0	0%
AD 80 Prevention	20,000	20,000	20,000	20,000	0	0%
AD 81 Treatment	0	0	0	0	0	0%
Local Admin SE#3	0	0	0	0	0	0%
Juv Crime Prevent	0	0	0	22,500	22,500	0%
Comm On Children & Family	34,372	6,602	15,000	0	(15,000)	- 1%
Hub Contract	155,152	0	100,000	90,000	(10,000)	- 0%
My Future My Choice Grant	0	638	16,200	10,000	(6,200)	- 0%
Alcohol/Drug TX	15,462	18,050	20,400	20,230	(170)	- 0%
Program Services	1,682	5,746	18,550	10,000	(8,550)	- 0%
Pacific County	0	0	0	0	0	0%
Ford Family Foundation	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	1,142	0	0	0	0%
Donations	750	350	3,000	500	(2,500)	- 0%
NSF Check Fee	0	75	0	0	0	0%
Miscellaneous Revenue	70	0	100	0	(100)	- 1%
Transfer From General	0	0	0	0	0	0%
Transfer from Other Funds	0	0	180	0	(180)	- 1%
Total Revenue:	361,566	276,662	300,760	285,590	(15,170)	- 5%
Total Unappropriated Budget:	177,197	71,247	0	0	0	0%
Total Budgeted Resources:	184,370	205,415	300,760	285,590	(15,170)	- 5%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	87,024	85,232	103,880	107,300	3,420	3%
Personnel Benefits	44,288	42,921	33,360	35,390	2,030	6%
Material & Supplies	53,058	77,261	163,520	142,900	(20,620)	- 12%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	184,370	205,415	300,760	285,590	(15,170)	- 5%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Prevention Supervisor	0.85	0.85	0.75	0.72	(0.03)	- 4%
Prevention Specialist	0.67	0.67	0.67	0.84	0.17	25%
Total Personnel:	1.52	1.52	1.42	1.56	0.14	9%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number parents/adults served	Count	0	0	0	620	214	300
Number youth/children served	Count	0	0	0	442	504	400
Number leadership opportunities or TA on prevention practices	Count	0	0	0	22	20	25

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Prevention Supervisor	82-1882	46,087	49,518	46,650	46,030	(620)	- 1%
Prevention Specialist	82-1883	34,879	28,634	44,730	53,770	9,040	20%
Parent Educators	82-1884	4,195	5,500	8,500	6,000	(2,500)	- 29%
Child Care Provider	82-1885	1,863	1,580	4,000	1,500	(2,500)	- 62%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	6,417	6,306	7,950	8,210	260	3%
Retirement	82-1955	7,989	11,003	9,940	11,410	1,470	14%
Retirement Bond Payment	82-1958	6,600	6,000	0	0	0	0%
Medical/Dental Ins	82-1960	22,208	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	14,456	11,080	11,330	250	2%
Dental Insurance	82-1965	0	1,575	1,410	1,340	(70)	- 4%
HSA Contribution	82-1966	0	1,700	1,500	1,440	(60)	- 4%
Benefits Admin Fees	82-1967	0	66	40	90	50	125%
Life/AD&D Insurance	82-1970	155	155	140	140	0	0%
Salary Continuation Insur	82-1972	188	206	190	200	10	5%
S.A.I.F.	82-1975	176	183	180	160	(20)	- 11%
Unemployment	82-1980	555	1,270	930	1,070	140	15%
Personnel Services Totals:		131,312	128,153	137,240	142,690	5,450	3%
Materials & Services							
Telephones	82-2070	777	365	700	300	(400)	- 57%
Program Supplies	82-2140	7,958	40	10,000	6,170	(3,830)	- 38%
Program Food	82-2141	1,978	127	5,000	6,000	1,000	20%
Program Food	82-2141	1,978	127	0	0	0	0%
Program Activity	82-2142	360	0	16,380	6,000	(10,380)	- 63%
Facilities Rental	82-2143	125	0	200	200	0	0%
Facilities Rental	82-2143	125	0	0	0	0	0%
CAT Head Start: Family Fun Nig	82-2147	1,054	0	0	0	0	0%
CAT Head Start: Family Fun Nig	82-2147	1,054	0	5,000	0	(5,000)	- 100%
Parent Workshop	82-2148	910	1,873	8,000	0	(8,000)	- 100%
HUB-OPEC Expenses	82-2149	11,533	21,235	11,510	20,870	9,360	81%
Insurance	82-2200	0	0	0	300	300	100%
Software Maintenance	82-2265	0	0	100	100	0	0%
Membership Fees And Dues	82-2370	0	0	0	200	200	100%
Office Supplies	82-2410	275	336	500	500	0	0%
Books And Periodicals	82-2413	0	0	480	100	(380)	- 79%
Postage And Freight	82-2419	403	131	100	130	30	30%
Printing And Reproduction	82-2425	587	306	800	300	(500)	- 62%
PC Equipment	82-2455	768	768	440	1,000	560	127%
Contractual Services	82-2471	0	26,076	70,000	54,130	(15,870)	- 22%
Administrative Costs	82-2473	30	45	0	0	0	0%
Advertising	82-2605	300	0	200	1,000	800	400%

Vehicle Maintenance & Use	82-2923	0	69	500	0	(500)	- 100%
Education And Training	82-2928	2,944	1,470	2,000	2,000	0	0%
Reimbursed Travel Expense	82-2930	2,998	1,556	10,000	8,500	(1,500)	- 15%
My Future My Choice Expenses	82-2980	0	0	1,400	5,000	3,600	257%
Parenting Education	82-3111	0	1,438	0	12,800	12,800	100%
Indirect Cost Allocation	82-3210	16,900	21,300	20,210	17,300	(2,910)	- 14%
Materials & Services Totals:		53,058	77,261	163,520	142,900	(20,620)	- 12%
Special Payments							
AmeriCorps HOPE	82-3098	0	0	0	0	0	0%
SE #201 NR Adult MH Dsg/Srvcs	82-3161	0	0	0	0	0	0%
SE #20 NR Adult MH Srvcs	82-3163	0	0	0	0	0	0%
SE #22 Child & Adoles MH Srvcs	82-3169	0	0	0	0	0	0%
SE #24 Reg Acute Psych Inpat	82-3170	0	0	0	0	0	0%
SE #25 Comm Crisis-Adult/Child	82-3172	0	0	0	0	0	0%
SE #30 PSRB Trmt & Spvsn	82-3174	0	0	0	0	0	0%
SE #35 Old/Dsblld Adlt MH Srvcs	82-3175	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		184,370	205,415	300,760	285,590	(15,170)	1.00

Approp. For Contingency 7

Mission Statement

Clatsop County Department of Public Health provides information and services to residents that is relevant, and a timeline to assure the community health.
Protect individuals and communities against the spread of disease, injuries, and environmental hazards.
Promote and encourage healthy behaviors.

Department Overview

The Public Health Department contingency is to be used only to fund unanticipated emergencies as defined by the Board of Commissioners, or to meet expenditure requirements that are either not anticipated at the time the budget is compiled or are not absorbed during the year within existing departmental budget allocations.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	30,753	31,352	31,350	35,670	4,320	0%
Transfer From General	0	0	0	0	0	0%
Transfer from Other Funds	0	0	4,310	0	(4,310)	- 1%
Total Revenue:	30,753	31,352	35,660	35,670	10	0%
Total Unappropriated Budget:	30,753	31,352	0	0	0	0%
Total Budgeted Resources:	0	0	35,660	35,670	10	0%

Expenditures

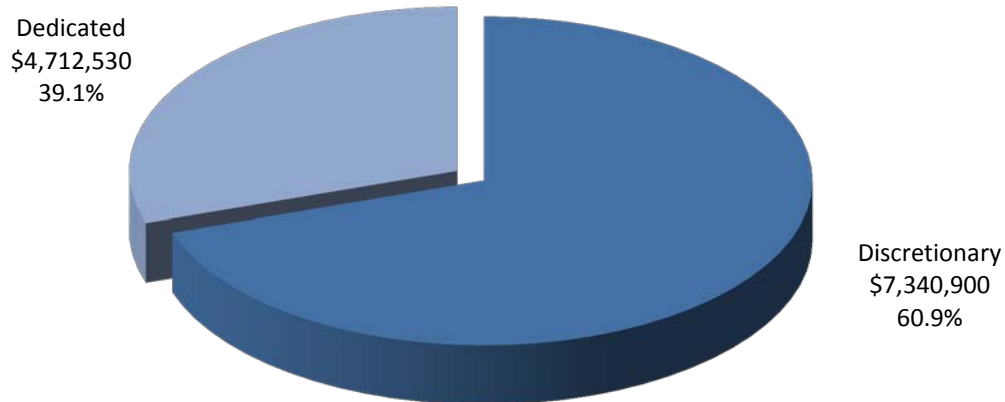
Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	35,660	35,670	10	0%
Total Expenditures:	0	0	35,660	35,670	10	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	35,660	35,670	10	0%
Contingencies Totals:		0	0	35,660	35,670	10	0%
Total Expenditures:		0	0	35,660	35,670	10	1.00

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Clatsop County Functions/Programs Budget General Government 2015-2016 Total \$12,053,430



Organizational units included within this functional area in the order they appear within the budget document are:

Board of Commissioners	Budget & Finance
Board of Property Tax Appeal	Information Systems
Assessment & Taxation	Building & Grounds
Property Management	Dues & Special Assessments
Clerk - Admin & Elections	Transfers to Other Funds
Clerk - Records	Approp. for Contingency 1
County Clerk Records	Insurance Reserve
County Manager	Debt Service
Human Resources	Bond & UAL Reserve Fund
County Counsel	

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriation for each budget included in this functional area are located on the following pages in this section.

Board Of Commissioners

Mission Statement

Neighbor to neighbor, serving Clatsop County with integrity, honesty, and respect.

Department Overview

The five member Board of Commissioners is the elected governing body of the county government pursuant to the County Charter. The Board is responsible for adopting all local laws known as ordinances, determining county policy on a wide range of issues, adopting the annual budget, determining the amount of the property tax levy, establishing county goals, representing the county in state legislation and affairs with other governments agencies and employing a County Manager and County Counsel. The Board also serves as the governing body of four special service districts including: 4-H and Extension; Road District #1; Westport Sewer; and the Rural Law Enforcement Districts. The Board conducts its business in public meetings held on the second and fourth Wednesdays of each month in Astoria at the Judge Guy Boyington Building.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Copy Fees	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	223	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	72,796	64,418	84,650	84,650	0	0%
Total Revenue:	72,796	64,641	84,650	84,650	0	0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	2	2	50	50	0	0%
Material & Supplies	72,794	64,639	84,600	84,600	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	72,796	64,641	84,650	84,650	0	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
S.A.I.F.	82-1975	2	2	50	50	0	0%
Personnel Services Totals:		2	2	50	50	0	0%
Materials & Services							
Streaming Services	82-2050	0	589	10,200	10,200	0	0%
Telephones	82-2070	1,942	2,179	2,300	2,300	0	0%
Maintenance - Equipment	82-2260	729	0	0	0	0	0%
Office Supplies	82-2410	0	831	0	0	0	0%
Books And Periodicals	82-2413	43	65	100	100	0	0%
Postage And Freight	82-2419	1,290	1,421	1,600	1,600	0	0%
Printing And Reproduction	82-2425	1,967	756	1,500	1,500	0	0%
Contractual Services	82-2471	3,171	0	0	0	0	0%
Publi. And Legal Notices	82-2600	1,094	1,469	1,000	1,000	0	0%
Promotions	82-2756	0	0	0	0	0	0%
Reimbursable Expense	82-2883	0	0	0	0	0	0%
Education And Training	82-2928	1,387	875	1,500	1,500	0	0%
Miscellaneous Expense	82-2929	788	20	1,000	1,000	0	0%
Reimbursed Travel Expense	82-2930	7,463	4,652	12,000	12,000	0	0%
Commissioners - Per Diem	82-2931	52,920	51,782	53,400	53,400	0	0%
Materials & Services Totals:		72,794	64,639	84,600	84,600	0	0%
Capital Outlay							
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		72,796	64,641	84,650	84,650	0	1.00

Brd of Property Tax Appeal

Mission Statement

Office of the County Clerk staff are dedicated to providing accurate and efficient information. Serving and providing courteous and professional customer service, supporting the democratic processes, and preserving history.

Department Overview

The Clerk handles all of the administrative duties of the Board, starting with the appointment of the Board of Property Tax members, and serves as the liaison between the Board members, taxpayers, and the Assessor. The Board of Property Tax Appeals (BoPTA) hears petitions from taxpayers who disagree with their property value and are appealing for the reduction of the real market or assessed value of their property. In addition, the Board hears petitions to excuse penalties for late filings of real or personal property returns and can issue amended orders to correct clerical errors.

The Board is comprised of a three-person board (plus one alternate) that first convenes in February and adjourns no later than April 15. The Board makes decisions to reduce property values or waive personal property late filing fees based on evidence provided by the taxpayer.

The County Clerk is officially the Clerk of the Board of Property Tax Appeals; Clatsop County designates a member of the Clerk & Elections Staff to serve as BoPTA Clerk. The BoPTA Clerk manages and provides staff to the Board of Property Tax Appeals process.

Major Accomplishments

Two BoPTA board members were reappointed and participated in training provided by the Department of Revenue. 52 Real Property tax petitions were received. 6 petitions were stipulated. 1 petition was defective. 45 hearings will be held.

One Personal Property tax petition was received and a hearing will be held.

Performance Measures

The Office of the County Clerk will follow the Oregon Revised Statutes 306 and 309 as well as Department of Revenue directives.

All notifications and publications will be made according to Oregon Law.

All petitions will be reviewed within one day of receipt and referred to the Assessor for review.

All defective petitions will be returned to petitioner within two days of receipt with clear indication of the deficiencies.

All requested hearings will be held prior to the April 15, 2015 term closing date.

All orders prepared for the BoPTA Board will be finalized within 10 days of the last hearing.

Budget Highlights

There are no significant budget changes for FY 2015-16.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	39,497	36,349	41,310	40,140	(1,170)	- 2%
Total Revenue:	39,497	36,349	41,310	40,140	(1,170)	- 2%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	23,667	19,685	22,240	23,180	940	4%
Personnel Benefits	14,211	15,307	16,370	14,860	(1,510)	- 9%
Material & Supplies	1,619	1,357	2,700	2,100	(600)	- 22%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	39,497	36,349	41,310	40,140	(1,170)	- 2%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
County Clerk	0.10	0.10	0.10	0.10	0.00	0%
Staff Assistant	0.00	0.00	0.00	0.40	0.40	100%
Admin. Support IV	0.40	0.40	0.40	0.00	(0.40)	- 100%
Total Personnel:	0.50	0.50	0.50	0.50	0.00	0%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of petitions withdrawn by appellant	Count	0	0	13	12	0	5
Number of actions taken by Board	Count	417	163	180	30	44	50
Number of Orders prepared	Count	417	163	180	30	30	45
Number of orders amended	Count	2	0	2	15	0	0
Percent of orders prepared within 10 days of last meeting	Percent	100%	100%	100%	100%	100%	100%
Percent of orders that need to be amended	Percent	1%	1%	1%	0%	0%	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
County Clerk	82-1021	8,333	7,009	8,190	7,690	(500)	- 6%
Staff Assistant	82-1191	0	0	0	15,490	15,490	100%
Admin. Support IV	82-1854	15,334	12,676	14,050	0	(14,050)	- 100%
Overtime	82-1945	364	169	400	400	0	0%
F.I.C.A.	82-1950	1,782	1,430	1,730	1,800	70	4%
Retirement	82-1955	3,370	1,541	3,090	2,580	(510)	- 16%
Retirement Bond Payment	82-1958	2,200	2,000	0	0	0	0%
Medical/Dental Ins	82-1960	6,262	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	8,826	9,740	8,770	(970)	- 9%
Dental Insurance	82-1965	0	789	880	870	(10)	- 1%
HSA Contribution	82-1966	0	200	200	0	(200)	- 100%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	36	40	40	40	0	0%
Salary Continuation Insur	82-1972	36	49	50	50	0	0%
S.A.I.F.	82-1975	42	101	40	110	70	175%
Unemployment	82-1980	119	162	200	240	40	20%
Personnel Services Totals:		37,878	34,992	38,610	38,040	(570)	- 1%
Materials & Services							
Telephones	82-2070	186	166	200	200	0	0%
Office Supplies	82-2410	106	120	200	200	0	0%
Postage And Freight	82-2419	53	31	100	100	0	0%
Printing And Reproduction	82-2425	457	94	200	200	0	0%
Publi. And Legal Notices	82-2600	0	0	250	0	(250)	- 100%
Education And Training	82-2928	0	64	350	100	(250)	- 71%
Reimbursed Travel Expense	82-2930	242	332	300	300	0	0%
Per Diem	82-2936	575	550	1,100	1,000	(100)	- 9%
Materials & Services Totals:		1,619	1,357	2,700	2,100	(600)	- 22%
Total Expenditures:		39,497	36,349	41,310	40,140	(1,170)	1.00

Assessment & Taxation

Mission Statement

The Clatsop County Assessment and Taxation Office mission is to fulfill all mandated functions with integrity and accountability while providing efficient, courteous and professional service to the public and prudently manage public resources.

Department Overview

The responsibilities of the department include appraisal and assessment of property and collection of property taxes for more than 60 taxing jurisdictions. The 2013/14 real market roll value of \$7,681,357,053 reflects an increase of .2% from the prior year, while the 2013 assessed roll value of \$5,215,879,408 represents a 2.7% increase overall. The total taxes certified for collection were \$67,595,682.03.

APPRAISAL: Appraisal of all real property and manufactured structures; explanation and defense of appraisals; maintain personal property, commercial and industrial property records and values; preparation of ratio studies; maintain cyclical reappraisal program.

ASSESSMENT & CARTOGRAPHY: Provide assistance to public, administrative support, administer Veteran's exemption's, Senior Citizen's Deferral and Manufactured Structure records. Maintain County mapping of tax lots, ownership and legal descriptions, special assessments, annexations and tax code control.

TAX COLLECTION: Collection of property taxes; special assessments, tax accounting, preparation and control of refunds; foreclosure proceedings; and warrant processing and collection.

Major Accomplishments

Certified the 2014/15 Tax Roll of \$68,985,882.22

Processed November 17 postmarked payments timely. Tax Collection continues to use the most efficient and cost effective means to collect and process tax payments by utilizing online tax payment functionality and the US Bank lockbox service.

Distributed 95% of tax collections to over 60 taxing districts per ORS 311.385 by end of fiscal year. The percentage of collections has remained steady and not significantly affected by mortgage foreclosures.

The appraisal staff completed the Arch Cape reappraisal area and have started to reappraise Cannon Beach. Reduced appeals and court cases with settlements and stipulations in advance to save the county time and money.

Performance Measures

Our performance measures are essentially accomplishing the mandatory requirements set forth by Statute and Rule in a timely manner each year as we have completed. We also set additional non-mandatory goals to improve our assessment procedures and customer service annually.

Budget Highlights

The request for a new appraiser is necessary as we are not able to keep up with the constant changing demands and the physical reappraisal schedule. Our specially assessed farm/forest and commercial accounts continue to be a large challenge. A large unknown is legal fees for this department which are based on unknown litigation expenses used to defend property values and for potential personnel issues.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Other Taxes	6,980	25,678	10,000	10,000	0	0%
St. - A & T Funding	406,137	331,628	348,600	275,000	(73,600)	- 0%
Administrative Service Fee	0	0	0	0	0	0%
Boundary Adjustment Fees	0	0	0	0	0	0%
A & T Research Fees	482	217	50	50	0	0%
Warrant Recording Fees	17,368	7,770	15,000	10,000	(5,000)	- 0%
Data Processing Fees	8,413	7,237	7,000	7,000	0	0%
GIS Fees & Income	49	1	50	60	10	0%
LOIS Title/Registration Fees	2,890	2,495	2,500	2,500	0	0%
Fees for Services	0	250	0	0	0	0%
Maps And Microfische Fees	214	8	50	30	(20)	- 0%
Copy Fees	1,179	1,776	1,000	1,000	0	0%
Miscellaneous Services	12	0	20	0	(20)	- 1%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refund & Reimb.	412	159	100	50	(50)	- 0%
Nsf Check Fee	750	1,295	700	600	(100)	- 0%
Miscellaneous Revenue	113	26	0	0	0	0%
Equip. Auction & Sales	0	0	0	0	0	0%
General Fund Support	948,679	932,634	919,760	1,175,160	255,400	27%
Total Revenue:	1,393,677	1,311,174	1,304,830	1,481,450	176,620	13%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	792,686	761,679	771,430	870,620	99,190	12%
Personnel Benefits	479,908	455,040	420,300	494,450	74,150	17%
Material & Supplies	121,084	94,454	113,100	91,290	(21,810)	- 19%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	25,090	25,090	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	1,393,677	1,311,174	1,304,830	1,481,450	176,620	13%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Assessor	0.50	1.00	1.00	1.00	0.00	0%
Property Appraisal Super.	1.00	0.00	0.00	0.00	0.00	0%
Deputy Assessor	1.00	1.00	1.00	1.00	0.00	0%
A & T Technician	1.00	1.00	1.00	1.00	0.00	0%
Senior Property Appraiser	3.00	3.00	3.00	4.00	1.00	33%
Property Appraiser	3.00	2.00	2.00	4.00	2.00	100%
Property Appraiser I	1.00	2.00	2.00	0.00	(2.00)	- 100%
Senior Cartographer	1.00	1.00	1.00	1.00	0.00	0%
Personal Property Specialist	0.50	0.50	0.50	0.50	0.00	0%
Admin. Support IV	3.00	3.00	2.00	2.00	0.00	0%
Total Personnel:	15.00	14.50	13.50	14.50	1.00	7%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Accounts certified to tax roll	Count	32,948	33,014	32,968	32,956	32,976	33,000
Credit Card Transactions	Count	469	616	859	956	1,100	1,200
Business Personal Property returns processed	Count	1,507	1,464	1,610	1,624	1,635	1,650
Accounts Requiring Ownership, Address and Mapping changes	Count	16,970	12,959	24,073	8,575	7,000	7,000
Accounts Requiring roll corrections and/or refunds	Count	392	2,437	306	757	1,000	1,000
Delinquent Real Property Accounts Notified	Count	3,479	3,388	3,611	2,952	2,900	2,900
Foreclosure Accounts (judgment)	Count	38	45	28	41	40	40
Number of Warrants	Count	315	209	234	112	100	100
Number of Bankruptcies (Maintaining)	Count	72	101	103	150	127	125
Number of Cartographic partitions	Count	505	400	182	400	304	350
Cost per unit (budget A&T/ #certified units)	Count	41	44	45	42	40	40
Rev. per unit (Clatsop Co only Tax rev/# Cert. units)	Count	228	233	238	245	251	247
Re-Appraisal Residential	Count	300	6,636	1,988	1,284	1,383	1,500
Re-Calculation - Residential	Count	18,959	17	0	0	142	150
Re-appraisal Commercial/Industrial	Count	27	197	92	96	86	100
Re-Calculation Commercial/Ind.	Count	1,218	0	0	0	0	0
Permits/Segs/M-50	Count	2,594	734	1,683	1,985	1,580	1,750
Special Projects	Count	186	1,602	1,544	526	1,761	1,700
Bopta Appeals and requested reviews	Count	98	485	243	234	200	225
Magistrate & tax court cases/trials	Count	7	3	2	3	3	3
Number of delinquent Personal Property/Manuf. Structures	Count	668	537	688	290	278	275
Percent of taxes distributed to districts	Percent	92%	94%	95%	95%	96%	96%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Assessor	82-1005	48,827	80,965	86,290	93,440	7,150	8%
Property Appraisal Super.	82-1100	69,938	0	0	0	0	0%
Deputy Assessor	82-1102	76,525	78,438	79,610	86,220	6,610	8%
A & T Technician	82-1103	51,281	43,014	47,440	49,820	2,380	5%
Staff Assistant	82-1191	0	0	0	77,520	77,520	100%
Senior Property Appraiser	82-1250	183,733	181,626	184,790	251,840	67,050	36%
Property Appraiser	82-1260	122,317	170,722	170,560	177,800	7,240	4%
Property Appraiser I	82-1261	51,678	53,495	43,380	46,680	3,300	7%
Senior Cartographer	82-1310	55,772	57,166	58,600	60,060	1,460	2%
Cartographer	82-1320	0	1,117	0	0	0	0%
Personal Property Specialist	82-1340	25,293	25,926	26,570	27,240	670	2%
GIS Coordinator/Analyst	82-1402	0	0	0	0	0	0%
Admin. Support IV	82-1854	107,322	69,210	74,190	0	(74,190)	- 100%
Extra Help	82-1941	0	0	1,000	1,000	0	0%
Overtime	82-1945	0	0	1,500	1,500	0	0%
F.I.C.A.	82-1950	58,142	55,454	59,210	66,790	7,580	12%
Retirement	82-1955	116,098	107,159	112,360	134,830	22,470	20%
Retirement Bond Payment	82-1958	79,400	64,100	0	0	0	0%
Medical/Dental Ins	82-1960	212,297	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	191,839	209,680	248,450	38,770	18%
Dental Insurance	82-1965	0	16,214	17,640	20,010	2,370	13%
HSA Contribution	82-1966	0	3,000	3,000	3,000	0	0%
Benefits Admin Fees	82-1967	0	343	300	380	80	26%
Life Insurance	82-1970	1,142	1,034	1,080	1,150	70	6%
Salary Continuation Insur	82-1972	1,336	1,205	1,260	1,330	70	5%
S.A.I.F.	82-1975	6,795	5,410	6,300	7,280	980	15%
Unemployment	82-1980	4,698	9,282	6,970	8,730	1,760	25%
Personnel Services Totals:		1,272,593	1,216,719	1,191,730	1,365,070	173,340	14%
Materials & Services							
Banking Svcs Credit Adj.	82-2003	0	(300)	0	0	0	0%
Telephones	82-2070	6,005	3,122	5,000	3,500	(1,500)	- 30%
Lockbox Fees	82-2230	8,401	8,666	9,000	8,300	(700)	- 7%
Maintenance - Equipment	82-2260	0	900	500	0	(500)	- 100%
Software Maintenance	82-2265	8,439	6,575	7,000	7,700	700	10%
Employee Drug Screen	82-2302	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	1,235	1,125	1,150	2,290	1,140	99%
Warrant Recording Fees	82-2375	14,496	12,257	15,000	8,000	(7,000)	- 46%
Office Supplies	82-2410	2,330	1,266	2,500	2,500	0	0%
Books And Periodicals	82-2413	179	243	400	300	(100)	- 25%
Postage And Freight	82-2419	25,661	23,589	28,000	25,000	(3,000)	- 10%
Records And Forms	82-2422	0	0	0	0	0	0%

Printing And Reproduction	82-2425	7,561	5,837	7,500	7,500	0	0%
Microfilming	82-2440	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	0	1,448	2,200	2,500	300	13%
PC Equipment	82-2455	0	0	0	0	0	0%
Legal Services	82-2469	0	0	4,000	0	(4,000)	- 100%
Contractual Services	82-2471	33,642	18,663	12,000	10,000	(2,000)	- 16%
Contractual Technology Dev	82-2477	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	2,143	2,212	2,000	2,200	200	10%
Vehicle Maintenance & Use	82-2923	3,668	3,647	5,000	4,500	(500)	- 10%
Education And Training	82-2928	4,981	2,234	5,800	3,000	(2,800)	- 48%
Miscellaneous Expense	82-2929	75	0	50	0	(50)	- 100%
Reimbursed Travel Expense	82-2930	2,267	2,972	6,000	4,000	(2,000)	- 33%
Materials & Services Totals:		121,084	94,454	113,100	91,290	(21,810)	- 19%
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Transfers Out							
Trans To Fleet Replacement	82-8101	0	0	0	25,090	25,090	100%
Transfers Out Totals:		0	0	0	25,090	25,090	100%
Total Expenditures:		1,393,677	1,311,174	1,304,830	1,481,450	176,620	1.00

Property Management

Mission Statement

The Clatsop County Property Management office mission is to manage county land and county acquired land by foreclosure sales in the best interest of the citizens of the county.

Department Overview

Property Management has historically been self-supporting, funded by revenue derived from the county's share of land sales proceeds and statutory reimbursable administrative costs. The county land inventory has been reduced largely by efforts attributed to the Property Management Specialist position. This departmental section operates according to the Board of Commissioners' Property Management Policy to manage, maintain, categorize and conduct disposition of county owned properties. This division provides for supervision of tax-foreclosed and non-foreclosed real property. The division contracts for fee appraisal and analysis for the disposition or retention of County real properties throughout Clatsop County; and prepares and negotiates all leases, easements, licenses for use and personal services contracts involved in the management of County properties. All surplus properties are inventoried and categorized as to the appropriate category for potential future use. The division also evaluates tax-foreclosed property for potential of hazardous waste cleanup. Parcels of real property are prepared for auction and presented to the Board of Commissioners for approval. State law permits the disposition of the remaining unsold properties through negotiated or sealed bid sales. Additionally, the division works with county counsel on county reversionary issues, provides information to various groups, such as Recreational Lands Planning Advisory Committee, Parks Department and Community Development Department and is the manager of the Clatsop County Pioneer Cemetery.

Major Accomplishments

Took deed and Categorized tax foreclosed properties. Conducted a successful County Land Sale.
Continue to work as an appointed member to Oregon Mortuary and Cemetery Board

Performance Measures

Performance is measured by the actual sales of property approved by the Board of Commissioners and sold at auction. Additional measures are found in the Workload Measures section.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Property Rents	0	0	0	0	0	0%
Land Sales/cty Share	26,151	58,171	20,000	15,000	(5,000)	- 0%
Non Foreclose Sales	64,877	0	5,000	0	(5,000)	- 1%
Sale of Timber	0	0	0	0	0	0%
Copy Fees	25	8	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	436	1,920	0	0	0	0%
Miscellaneous Revenue	82	0	0	0	0	0%
General Fund Support	(44,468)	(16,069)	23,350	34,810	11,460	49%
Total Revenue:	47,103	44,030	48,350	49,810	1,460	3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	25,293	25,926	26,570	27,240	670	2%
Personnel Benefits	12,483	12,696	11,000	11,790	790	7%
Material & Supplies	9,181	5,248	10,480	10,480	0	0%
Special Payments	146	161	300	300	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	47,103	44,030	48,350	49,810	1,460	3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Land Sales Specialist	0.50	0.50	0.50	0.50	0.00	0%
Total Personnel:	0.50	0.50	0.50	0.50	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Categorization of foreclose properties	Count	5	3	6	9	6	6
Properties Sold	Count	4	5	3	4	4	4
Reversionary Properties identified to resolve	Count	5	0	0	0	1	0
Maintenance Properties	Count	25	1	1	1	1	1
Actual tax foreclosed land sale distribution	Count	72,334	51,264	0	30,000	17,000	15,000
Realized Revenue for division to support itself	Count	60,000	49,528	91,678	25,000	17,000	15,000

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Land Sales Specialist	82-1345	25,293	25,926	26,570	27,240	670	2%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	1,883	1,930	2,030	2,080	50	2%
Retirement	82-1955	3,828	4,178	4,270	4,940	670	15%
Retirement Bond Payment	82-1958	2,400	2,100	0	0	0	0%
Medical/Dental Ins	82-1960	3,888	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	3,669	3,790	3,840	50	1%
Dental Insurance	82-1965	0	302	310	300	(10)	- 3%
HSA Contribution	82-1966	0	0	0	0	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	38	38	40	40	0	0%
Salary Continuation Insur	82-1972	36	36	40	40	0	0%
S.A.I.F.	82-1975	301	264	280	280	0	0%
Unemployment	82-1980	109	180	240	270	30	12%
Personnel Services Totals:		37,776	38,622	37,570	39,030	1,460	3%
Materials & Services							
Telephones	82-2070	194	171	200	200	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	100	100	100	100	0	0%
Office Supplies	82-2410	33	30	60	60	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Postage And Freight	82-2419	41	165	60	60	0	0%
Records And Forms	82-2422	0	0	0	0	0	0%
Printing And Reproduction	82-2425	8	26	10	10	0	0%
Contractual Services	82-2471	3,325	72	5,000	5,000	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Fire Patrol Assessment	82-2534	3,991	2,821	3,000	3,000	0	0%
Recording Fees-Foreclosed	82-2562	705	171	350	350	0	0%
Recording Fees-Non Foreclosed	82-2563	129	62	100	100	0	0%
Legal Fees-Foreclosed	82-2564	0	0	0	0	0	0%
Legal Fees-Non Foreclosed	82-2565	0	0	0	0	0	0%
Public Fees-Foreclosed	82-2566	0	0	0	0	0	0%
HOA Dues - Foreclosed	82-2567	0	0	0	0	0	0%
Carlyle Apartments	82-2570	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	765	800	800	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	26	0	0	0	0	0%
Education And Training	82-2928	275	300	300	300	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	354	564	500	500	0	0%
County Land Maintenance	82-2996	0	0	0	0	0	0%

Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		9,181	5,248	10,480	10,480	0	0%
Special Payments							
Property Taxes	82-3800	146	161	300	300	0	0%
Special Payments Totals:		146	161	300	300	0	0%
Total Expenditures:		47,103	44,030	48,350	49,810	1,460	1.00

Clerk - Admin. & Elections

Mission Statement

Office of County Clerk staff are dedicated to providing accurate and efficient information. Serving and providing courteous and professional customer service, supporting the democratic processes, and preserving history.

Department Overview

The County Clerk is the chief election official of the County. The office plans, coordinates and conducts all local, special district, city, county, state and federal elections for the citizens and political districts within Clatsop County. It ensures that elections are conducted according to statute and other related requirements. Staff registers voters and maintains the statewide voter registration and election management data base (OCVR) for Clatsop County. This includes maintaining address and district data, checking signatures, city and local candidate/initiative petitions, accepting candidate/measure filings, producing a voters' pamphlet; issuing and mailing ballots; managing drop site locations; accepting and processing returned ballots; providing assistance to voters with disabilities; counting ballots; and releasing and certifying results. This division works with cities and special districts within the County with regard to conduct of elections.

Major Accomplishments

The Elections Office conducted the November 2014 General Election with supplemental ballot. Ballots were mailed to 20,765 registered voters and Elections staff processed 14,879 return ballots.

The Elections Office is preparing for the March 2015 City of Gearhart Mayor recall election and anticipates mailing 900 ballots to registered voters in the city. The Elections Office is also preparing for the May 2015 Special District Election and anticipates mailing ballots to 20,765 registered voters.

The Elections Office will have conducted four elections in FY 2014-2015.

Performance Measures

Promote public trust and confidence by conducting open and fair elections.

Follow Chapter 165 of the Oregon Administrative Rules in regard to the conduct of elections by the County.

Adhere to Chapters 246 through 260 of the Oregon Revised Statutes which provides the legal authority for all aspects of conducting elections in Oregon.

Follow Federal mandates: The Voting Rights Act, The National Voter Registration Act and the Help America Vote Act with regard to election administration standards.

Uphold Chapter 6 of the Clatsop County Charter.

Budget Highlights

The Elections Office is budgeting for three elections in FY 2015-2016. Staff is budgeting for a September 2015 special election for the City of Warrenton initiative, a November 2015 special election for one of the two Port of Astoria initiatives and the May 2016 Primary election. The increase in printing for FY 2015-2016 is due to costs associated with both the primary and special elections. Estimated printing costs for the May 2016 Primary election total \$27,450. The estimated cost of printing the voter's pamphlet is \$6,000, ballot printing is \$14,700, envelope printing is \$2,600, Precinct Committee Person ballot printing is \$2,150 and ballot replacement and reissue printing costs of \$2,000. Estimated printing costs for a September 2015 special election total \$1,170. Estimated printing costs for a November 2015 special election total \$12,400. Should both Port of Astoria initiatives go before the voters, there will be additional printing and postage costs.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Election Fees	22,778	16,307	15,000	15,000	0	0%
Administrative Service Fee	0	0	0	0	0	0%
HAVA Reimbursement	0	0	0	0	0	0%
Data Processing Fees	393	855	200	600	400	2%
Revenue Refund & Reimb.	24	29	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	291,553	277,149	301,480	300,160	(1,320)	- 0%
Total Revenue:	314,749	294,339	316,680	315,760	(920)	- 0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	137,910	128,008	137,010	138,550	1,540	1%
Personnel Benefits	95,774	96,877	97,870	93,330	(4,540)	- 4%
Material & Supplies	81,065	69,454	81,800	83,880	2,080	2%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	314,749	294,339	316,680	315,760	(920)	- 0%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
County Clerk	0.50	0.50	0.50	0.50	0.00	0%
Election Technician	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	0.50	0.50	0.50	1.10	0.60	120%
Admin. Support IV	0.60	0.60	0.60	0.00	(0.60)	- 100%
Total Personnel:	2.60	2.60	2.60	2.60	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of new voters registered	1,800	687	900	800	1300	1500
Number of voter registrations updated	3,200	5,000	5,438	25,384	7,825	25,000
Number of candidates filed	70	17	133	9	140	20
Number of ballots issued	23,500	30,000	24,922	30,248	44,000	35,000
Number of ballots received	23,500	30,000	24,922	13,224	30,900	30,000
Number of HTML ballots issued	4	1	5	5	7	7
Number of research requests completed	12	10	10	25	40	40
Number of users accessing election information from web page	38,000	44,000	60,000	70,000	47,000	50,000
Cost per ballot	7	5	7	7	7	5
Percent of time to complete an election report from date received within 5 business days	Percent 100%	100%	100%	100%	100%	100%
Percent of error rate for data entry of voter registration cards	Percent 2%	2%	2%	2%	2%	2%
Percent of turnout of cities for election board training	Percent 90%	0%	90%	0%	0%	90%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
County Clerk	82-1021	43,431	35,046	40,930	38,430	(2,500)	- 6%
Election Technician	82-1130	50,678	52,619	53,150	54,480	1,330	2%
Staff Assistant	82-1191	20,799	21,329	21,860	45,640	23,780	108%
Admin. Support IV	82-1854	23,001	19,013	21,070	0	(21,070)	- 100%
Election Bd & Messengers	82-1944	8,116	4,233	10,000	10,000	0	0%
Overtime	82-1945	1,759	942	1,000	1,000	0	0%
F.I.C.A.	82-1950	10,376	9,306	11,320	11,440	120	1%
Retirement	82-1955	20,600	17,185	19,750	20,870	1,120	5%
Retirement Bond Payment	82-1958	12,500	11,500	0	0	0	0%
Medical/Dental Ins	82-1960	40,846	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	45,921	48,090	43,230	(4,860)	- 10%
Dental Insurance	82-1965	0	4,018	4,230	4,200	(30)	- 0%
HSA Contribution	82-1966	0	1,000	1,000	0	(1,000)	- 100%
Benefits Admin Fees	82-1967	0	50	50	50	0	0%
Life Insurance	82-1970	192	210	210	210	0	0%
Salary Continuation Insur	82-1972	208	250	260	260	0	0%
S.A.I.F.	82-1975	237	522	630	570	(60)	- 9%
Unemployment	82-1980	939	1,739	1,330	1,500	170	12%
Personnel Services Totals:		233,683	224,885	234,880	231,880	(3,000)	- 1%
Materials & Services							
Telephones	82-2070	2,122	2,014	1,900	2,000	100	5%
Maintenance - Equipment	82-2260	4,083	4,139	4,400	5,000	600	13%
Software Maintenance	82-2265	18,221	18,221	19,300	18,000	(1,300)	- 6%
Membership Fees And Dues	82-2370	480	385	400	400	0	0%
Office Supplies	82-2410	917	1,142	1,400	1,400	0	0%
Election Supplies	82-2411	1,249	556	1,900	2,000	100	5%
Books And Periodicals	82-2413	216	268	200	200	0	0%
Postage And Freight	82-2419	12,643	10,570	11,000	8,000	(3,000)	- 27%
Printing And Reproduction	82-2425	33,233	26,424	35,000	40,000	5,000	14%
Office Furniture & Equipment	82-2454	0	0	0	500	500	100%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	1,569	885	2,000	1,500	(500)	- 25%
Publ. And Legal Notices	82-2600	2,546	850	500	750	250	50%
Education And Training	82-2928	290	590	600	1,040	440	73%
Miscellaneous Expense	82-2929	64	19	0	0	0	0%
Reimbursed Travel Expense	82-2930	3,364	3,393	3,200	3,090	(110)	- 3%
Refunds and Returns	82-3204	34	0	0	0	0	0%
Refunds and Returns	82-3204	34	0	0	0	0	0%
Materials & Services Totals:		81,065	69,454	81,800	83,880	2,080	2%
Capital Outlay							
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%

Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		314,749	294,339	316,680	315,760	(920)	1.00

Clerk - Records

Mission Statement

Office of County Clerk staff are dedicated to providing accurate and efficient information. Serving and providing courteous and professional customer service, supporting the democratic processes, and preserving history.

Department Overview

The County Clerk functions are governed by Oregon Revised Statutes (ORS) Chapter 205, and additional statutes are found in ORS 86, 97, 93, 100 (recording); 106, 107, 409, 432 (marriage and domestic partnerships); and guidelines for acceptance of passports are set by the US Department of State. The County Administrative Policies A-26 sets forth guidelines for the Records Storage at Judge Guy Boyington Building.

The County Clerk manages multiple program areas:

The County Clerk is the official keeper of all public records for the County and oversees the County Records Center in the Boyington Building. The Records Division maintains and preserves the County Archives. Microfilm is produced annually in accordance with State laws.

The Clerk's office is responsible for processing all real property transactions (including deeds and mortgage documents, partition and subdivision plat maps), Commissioner's Journal Documents, military discharges, and orders for Clatsop County. It must decipher complex legal documents, assess technical problems presented by the public and government entities, and manage records as prescribed by Oregon Revised Statutes.

In addition to these duties, the Office of the County Clerk performs the following services:

Registering domestic partnerships, issuing marriage licenses and performing civil marriage ceremonies; accepting passport applications, generating passport photos and assisting customers with renewal information; issuing certified copies of documents; issuing dog licenses and park passes and processing Oregon Liquor License applications; in addition to other divisions responsible for performing duties as the Clerk for the Board of Property Tax Appeal; election management and maintaining voter registration records.

Major Accomplishments

Completed computer index for marriage licenses from 1982-1994, approximately 4,125 records.

Recorded, scanned and indexed approximately 12,500 documents.

Accepted and mailed approximately 500 passport applications to the Department of State for processing.

Issued approximately 500 marriage licenses; officiated approximately 50 wedding ceremonies.

Performance Measures

Provide Accurate and efficient information and service at the counter, over the telephone, through the mail or email. Follow all appropriate Oregon Revised Statutes and County Administrative policies regarding the operations of the Office of the County Clerk.

Record, scan, index, and return all submitted documents within 10 days.

Following the guidelines of the US Department of State, accept all passport applications and forward them to the Department of State for processing within 1 day.

Process requests for information or research within 1 day of receipt.

Budget Highlights

There are no significant budget changes for FY 2015-2016.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Administrative Service Fee	10,357	7,530	8,000	7,500	(500)	- 0%
Marriage Fee	10,525	11,175	10,000	10,000	0	0%
Domestic Partnership Fees	100	75	100	100	0	0%
Passport Fees	13,179	15,641	13,000	13,500	500	0%
Wedding Ceremony	0	1,900	5,000	4,500	(500)	- 0%
Recording Fees	255,202	189,272	200,000	200,000	0	0%
Data Processing Fees	6,683	6,243	6,000	6,000	0	0%
Public Land Preservation	0	356	400	300	(100)	- 0%
Rev. Overpayments	634	360	300	300	0	0%
Nsf Check Fee	50	75	50	50	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	(129,291)	(59,360)	(68,710)	(71,330)	(2,620)	3%
Total Revenue:	167,438	173,265	174,140	170,920	(3,220)	- 1%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	91,878	88,058	94,260	95,830	1,570	1%
Personnel Benefits	62,425	66,584	63,080	58,540	(4,540)	- 7%
Material & Supplies	13,136	18,623	16,800	16,550	(250)	- 1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	167,438	173,265	174,140	170,920	(3,220)	- 1%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
County Clerk	0.40	0.40	0.40	0.40	0.00	0%
Staff Assistant	0.50	0.50	0.50	1.50	1.00	200%
Admin. Support IV	1.00	1.00	1.00	0.00	(1.00)	- 100%
Total Personnel:	1.90	1.90	1.90	1.90	0.00	0%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of documents recorded	Count	10,000	9,400	9,500	9,000	12,500	12,000
Number of research request completed	Count	600	800	700	250	100	300
Number of passports processed	Count	600	500	518	540	500	500
Number of marriage licenses issued	Count	550	450	429	445	500	500
Number of park passes issued	Count	150	75	44	95	75	75
Number of users accessing customer service forms on the web page	Count	24,000	30,000	52,802	3,000	5,000	5,000
Number of film rolls submitted to archives	Count	28	10	15	10	8	8
Number of boxes retained more than six months past purge date	Count	6	12	85	10	20	10
Cost per document recorded	Count	21	23	18	18	18	18
Percent of time that records are indexed within 10 business days of receipt	Percent	95%	95%	98%	95%	95%	95%
Percent of error rate of indexing and recording documents	Percent	0%	0%	0%	0%	0%	0%
Percent of time that a marriage license is indexed within 5 business days of receipt	Percent	85%	85%	92%	92%	95%	95%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
County Clerk	82-1021	33,331	28,037	32,740	30,740	(2,000)	- 6%
Staff Assistant	82-1191	20,799	21,329	21,860	65,090	43,230	197%
Admin. Support IV	82-1854	37,748	38,692	39,660	0	(39,660)	- 100%
Overtime	82-1945	1,073	284	1,000	1,000	0	0%
F.I.C.A.	82-1950	6,827	6,421	7,290	7,410	120	1%
Retirement	82-1955	13,441	13,081	15,300	15,350	50	0%
Retirement Bond Payment	82-1958	8,500	7,900	0	0	0	0%
Medical/Dental Ins	82-1960	31,505	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	33,242	34,010	30,070	(3,940)	- 11%
Dental Insurance	82-1965	0	2,890	2,980	2,950	(30)	- 1%
HSA Contribution	82-1966	0	800	800	0	(800)	- 100%
Benefits Admin Fees	82-1967	0	34	30	30	0	0%
Life Insurance	82-1970	132	154	150	150	0	0%
Salary Continuation Insur	82-1972	162	187	190	190	0	0%
S.A.I.F.	82-1975	146	389	470	420	(50)	- 10%
Unemployment	82-1980	639	1,202	860	970	110	12%
Personnel Services Totals:		154,303	154,642	157,340	154,370	(2,970)	- 1%
Materials & Services							
Telephones	82-2070	735	587	700	700	0	0%
Maintenance - Equipment	82-2260	0	80	500	250	(250)	- 50%
Membership Fees And Dues	82-2370	340	250	400	125	(275)	- 68%
Office Supplies	82-2410	271	2,895	1,000	1,000	0	0%
Books And Periodicals	82-2413	0	52	200	100	(100)	- 50%
Postage And Freight	82-2419	9,317	9,639	10,000	10,000	0	0%
Records And Forms	82-2422	64	0	200	100	(100)	- 50%
Printing And Reproduction	82-2425	1,342	1,477	2,000	2,000	0	0%
Photographic Supplies	82-2427	0	0	100	100	0	0%
Microfilming	82-2440	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	0	2,212	0	500	500	100%
Contractual Services	82-2471	0	30	0	0	0	0%
Education And Training	82-2928	120	0	300	575	275	91%
Reimbursed Travel Expense	82-2930	946	1,401	1,300	1,100	(200)	- 15%
Refunds and Returns	82-3204	0	0	100	0	(100)	- 100%
Materials & Services Totals:		13,136	18,623	16,800	16,550	(250)	- 1%
Total Expenditures:		167,438	173,265	174,140	170,920	(3,220)	1.00

County Clerk Records

Mission Statement

Office of County Clerk staff are dedicated to providing accurate and efficient information. Serving and providing courteous and professional customer service, supporting the democratic processes, and preserving history.

Department Overview

Under ORS 205.320, the County Clerk is directed to deposit 5% of recording fees in a separate fund. The monies in this fund are to be expended on storage and retrieval systems, maintaining and restoring records and the cost incurred in collecting the fee.

The Office of the County Clerk will use a portion of the funds to improve and digitize older poor quality images in our archive. The more archival records we can convert to digital records and upload on our system, the more readily members of the community will be able to access them.

Major Accomplishments

Indexed and rescanned approximately 3500 older documents.

Performance Measures

Index and rescan approximately 2,000 older documents in the Clerk's Record Program per year.
Convert microfilm or microfiche records to digital records. Approximate target 6000 images per year.
Maintain the condition of permanent records housed in the Courthouse and Boyington building.

Budget Highlights

Recordings are lagging behind projections for FY 2014-2015 causing a reduction in revenue assumptions for FY 2015-2016. In addition to a reduction in revenues for 2015-2016, materials and supplies also see a reduction as funds are not available for microfilming projects due to a reduction in revenue.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	24,473	19,635	13,840	8,410	(5,430)	- 0%
Interest On Investments	143	105	100	50	(50)	- 0%
Recording Fees	9,544	7,605	8,000	7,500	(500)	- 0%
Total Revenue:	34,159	27,345	21,940	15,960	(5,980)	- 27%
Total Unappropriated Budget:	19,635	12,992	0	0	0	0%
Total Budgeted Resources:	14,524	14,353	21,940	15,960	(5,980)	- 27%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	14,524	14,353	21,940	15,960	(5,980)	- 27%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	14,524	14,353	21,940	15,960	(5,980)	- 27%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Total number of older documents indexed and rescanned Count	12,200	2,000	1,000	3,400	3,500	3,500
Cost per older document indexed and/or rescanned and digitized Count	1	1	1	15	1	1
Number of Books Rescanned (# of Images) Count	0	12,940	0	12,920	2,715	10,000

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Unapportioned Projects	82-2129	0	0	5,940	1,960	(3,980)	- 67%
Microfilming	82-2440	8,237	9,453	10,000	8,000	(2,000)	- 20%
Office Furniture & Equipment	82-2454	1,887	0	0	0	0	0%
Contractual Services	82-2471	0	0	1,000	0	(1,000)	- 100%
Indirect Cost Allocation	82-3210	4,400	4,900	5,000	6,000	1,000	20%
Materials & Services Totals:		14,524	14,353	21,940	15,960	(5,980)	- 27%
Special Payments							
Unallocated Projects	82-3129	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		14,524	14,353	21,940	15,960	(5,980)	1.00

County Manager

Mission Statement

The mission of the County Manager is to provide leadership and direction to county staff and to facilitate and manage activities supporting the implementation, enforcement, and transparency of County policy as directed by the Board of County Commissioners.

Department Overview

The County Manager is the administrative executive of the County government, responsible to the Board of Commissioners for the proper administration of the County, also responsible for ensuring that all affairs of the County are conducted in accordance with the County Home Rule Charter. In addition, the Manager is responsible for providing staff support and policy advice to the Board of Commissioners, for directing departments regarding matters of concern to other agencies and the public, for providing liaison between departments and the Board of Commissioners, for preparing Board of Commissioners meeting agendas, for performing organizational and other special studies and for providing information to the public. The County Manager acts as the County's budget officer and has the responsibility to prepare, implement and monitor the County's annual budget in accordance with the Board's Budget Policies and Oregon Local Budget Law and for carrying out the policies established by the Board.

Major Accomplishments

- Completed Vision process, which included development of overarching vision, core community values, identification of focus areas and relevant visions.
- Collaborated with Columbia Memorial Hospital, Providence Seaside Hospital, Greater Oregon Behavioral Health, Inc (GOBHI) and Clatsop Behavioral Health (CBH) on development of a 16 bed crisis respite facility, which is scheduled to open in the fall of 2015.
- Applied for and received approval from the Economic Recovery Review Council (ERRC), designating the North Coast Business Park a Regionally Significant Industrial Area (RSIA).
- Applied for Enterprise Zone designation of predominately industrial and some commercial zoned areas within the northwest areas of the County to encourage investment, increased economic development activity, and increased job growth.

Performance Measures

Provide County services to the public in accordance with all applicable regulations and the policies of the Board of County Commissioners. Ensure Clatsop County residents have access to accurate information on current issues in a variety of formats, and have opportunities to provide input to County decision-makers. Ensure County goals are met and progress is communicated to the public.

Budget Highlights

The County Manager's office is maintaining a status quo budget with the only increases being those coming from COLA and Health Insurance costs.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Public Records Request	31	0	0	0	0	0%
Revenue From Industrial Dev Re	0	0	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Copy Fees	1,621	55	100	100	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refunds & Reimbursemen	4,371	3,545	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	348,441	294,455	291,310	302,330	11,020	3%
Total Revenue:	354,463	298,055	291,410	302,430	11,020	3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	227,600	195,738	200,530	213,200	12,670	6%
Personnel Benefits	115,407	92,334	77,310	75,660	(1,650)	- 2%
Material & Supplies	11,457	9,983	13,570	13,570	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	354,463	298,055	291,410	302,430	11,020	3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
County Manager	1.00	1.00	1.00	1.00	0.00	0%
Assist. Manager	1.00	0.00	0.00	0.00	0.00	0%
Administrative Assistant	0.00	0.00	0.83	0.83	0.00	0%
Staff Assistant	1.35	1.28	0.50	0.50	0.00	0%
Total Personnel:	3.35	2.28	2.33	2.33	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Meetings Attended by County Manager	Count	0	0	643	468	526	500
Pages of Minutes for Board Meetings	Count	0	186	187	194	165	165
Agreements & Contracts Approved	Count	0	285	257	255	300	300
Board Agenda Packets Distributed	Count	24	23	22	27	27	26
Vacancies Filled on County Committees	Count	0	25	35	43	14	15
Web Page Users Accessing Pages	Count	0	244,000	1,689,667	1,720,140	800,000	1,200,000
News Releases Issued	Count	0	135	128	94	108	100

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
County Manager	82-1002	112,376	125,112	127,220	135,400	8,180	6%
Assist. Manager	82-1003	47,442	0	0	0	0	0%
Administrative Assistant	82-1118	0	0	46,480	50,130	3,650	7%
Staff Assistant	82-1191	67,782	70,627	26,830	27,670	840	3%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	200	200	0	0%
F.I.C.A.	82-1950	17,317	14,171	15,810	16,780	970	6%
Retirement	82-1955	29,373	24,817	26,440	26,460	20	0%
Retirement Bond Payment	82-1958	28,000	14,900	0	0	0	0%
Medical/Dental Ins	82-1960	32,867	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	23,710	20,200	17,160	(3,040)	- 15%
Dental Insurance	82-1965	0	2,811	2,830	2,810	(20)	- 0%
HSA Contribution	82-1966	0	3,850	3,830	3,000	(830)	- 21%
Benefits Admin Fees	82-1967	0	122	150	80	(70)	- 46%
Life Insurance	82-1970	309	262	230	230	0	0%
Salary Continuation Insur	82-1972	511	428	440	450	10	2%
S.A.I.F.	82-1975	823	265	320	300	(20)	- 6%
Unemployment	82-1980	1,207	1,998	1,860	2,190	330	17%
Deferred Compensation	82-1983	5,000	5,000	5,000	6,000	1,000	20%
Personnel Services Totals:		343,007	288,072	277,840	288,860	11,020	3%
Materials & Services							
Telephones	82-2070	2,223	1,407	2,300	1,695	(605)	- 26%
Membership Fees And Dues	82-2370	2,101	2,150	1,350	1,350	0	0%
Office Supplies	82-2410	445	397	1,000	1,000	0	0%
Books And Periodicals	82-2413	253	130	200	200	0	0%
Postage And Freight	82-2419	265	287	500	500	0	0%
Printing And Reproduction	82-2425	1,637	1,505	3,370	3,300	(70)	- 2%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
Contractual Services	82-2471	0	60	0	750	750	100%
Publi. And Legal Notices	82-2600	379	499	500	500	0	0%
Education And Training	82-2928	674	795	1,675	1,675	0	0%
Miscellaneous Expense	82-2929	229	177	200	200	0	0%
Reimbursed Travel Expense	82-2930	3,251	2,576	2,475	2,400	(75)	- 3%
Materials & Services Totals:		11,457	9,983	13,570	13,570	0	0%
Total Expenditures:		354,463	298,055	291,410	302,430	11,020	1.00

Human Resources

Mission Statement

Human Resources, a division of the Administrative Services Department, is committed to creating a respectful workplace, building customer-focused programs, maintaining fiscal accountability, promoting high performance standards and a commitment to excellence amongst all employees.

Department Overview

The Human Resources Department provides a framework of personnel practices which comply with local, state and federal laws for all county employees including: recruitment; classification plan and review; compensation system surveys; personnel rules and regulations; labor relations; benefits administration; personnel records; new employee orientation; complaint procedures; collective bargaining negotiations; dispute resolution; American with Disabilities Act compliance; exit interviews, award/recognition programs; performance appraisal system; training and organizational development; Equal Employment Opportunity and Affirmative Action program administration; HIPPA compliance and safety and risk management administration.

The Volunteer Coordinator manages all aspects of the county's volunteer services program. The coordinator assists staff in developing new volunteer jobs, recruiting for open positions, conducting new volunteer orientations staff training related to volunteer management and organizes an annual countywide volunteer recognition program.

The Community Relations Coordinator provides quality communication services in the areas of community relations, media relations and internal organizational communication. The Community Relations Coordinator writes and distributes news releases, replies to media inquiries, produces the quarterly newsletter Clatsop Tidings, maintains the county website, prepares Board of Commissioner agenda packets, assists with internal an external county communications.

Major Accomplishments

Managed the successful transition to a new lower cost and more experienced property, casualty, liability and worker's compensation broker.

Ongoing comprehensive updates of personnel and safety policies.

Ongoing comprehensive updates of position descriptions.

Successfully applied for and received Wellness Grant funds in the amount of \$3,688. These grant funds are used to promote activities that provide employees with health education and awareness.

Participated in county website re-design.

Facilitated employee education and training on Ethics, Respectful Workplace, and Distracted Driver training.

Conducted three salary studies to determine competitive wages for open positions.

Managing twenty eight active FMLA/OFLA events.

Managing twelve active worker's compensation claims.

Developed a customer service questionnaire for counter customers.

Organized and held a successful Wellness Fair in partnership with Oregon Health Science University (OHSU). The Wellness Fair provided employees the opportunity for biometric screenings and flu shots. The Wellness Fair also kicked off the Wellness Incentive Program offered to employees in 2015. Employees can earn a financial incentive for successful completion of outcome based wellness activities. Outcome based wellness activities promote a healthy and more productive workforce, and over the long term could reduce health care premiums and absenteeism.

Attained a contract for the NACo Prescription Discount Card Program. The program is available to employees and county residents without insurance and those whose insurance does not cover medications that their family members need (including pets). The NACo Prescription Discount Card Program is a way for residents to obtain medications that are not covered by insurance.

Performance Measures

Human Resources provided several employee development training's, at no-cost to the county, by utilizing the services of City County Insurance (CIS) and the Oregon Government Ethics Commission.

By utilizing low-cost or no-cost advertising alternatives and streamlining the recruitment process, Human Resources reduced recruitment costs by 20%. Some examples are Craigslist and other no-cost governmental agencies sites.

Clatsop County's Safety Committee is viewed by SAIF Worker's Compensation as one of the most proactive Safety Committees. The Safety Committee's proactive quarterly safety inspections have reduced the number of accidents by 50% in 2014-2015, which reduces the county's liability exposure. As a result of these safety measures the county receives a reimbursement on the SAIF policy annual premium. In 2014-2015 the County is currently experiencing the lowest loss ratio in ten years.

Clatsop County has an award winning Wellness Program. By applying for and receiving CIS grant dollars the Wellness Team promotes wellness activities throughout the year. Employee participation in wellness activities increases productivity and morale.

Budget Highlights

Revision of the Tuition Reimbursement Program saved the county approximately \$5,000 for fiscal year 2014-2015. Tuition reimbursement is open to all employees who qualify, and reimbursement is made at the rate charged at an Oregon public state university. The courses taken must relate to the employee's current position and job responsibilities.

The \$60,000 budgeted in the Legal Services line item is for contract negotiations with the AFSCME District Attorney's Union, Clatsop County Law Enforcement Association (CCLEA), the Federation of Parole and Probation Officers (FOPPO), and the Oregon Nurse's Association (ONA) in 2016.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Copy Fees	0	4	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	15	0	0	0	0	0%
Wellness Grant Revenue	945	3,170	3,500	3,000	(500)	- 0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	329,183	249,402	274,750	356,640	81,890	29%
Total Revenue:	330,143	252,576	278,250	359,640	81,390	29%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	137,843	140,620	145,770	150,340	4,570	3%
Personnel Benefits	76,256	72,889	60,180	64,000	3,820	6%
Material & Supplies	116,044	39,066	72,300	145,300	73,000	100%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	330,143	252,576	278,250	359,640	81,390	29%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Administrative Svcs. Director	0.00	0.00	0.63	0.63	0.00	0%
Human Resources Manager	0.70	0.70	0.00	0.00	0.00	0%
Staff Assistant	0.50	0.50	0.50	0.50	0.00	0%
Community Relations Coordinato	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	2.20	2.20	2.13	2.13	0.00	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Administrative Svcs. Director	82-1087	0	0	65,280	67,330	2,050	3%
Human Resources Manager	82-1097	66,934	64,320	0	0	0	0%
Staff Assistant	82-1191	23,887	25,693	26,830	27,670	840	3%
Community Relations Coordinato	82-1899	47,021	50,607	53,660	55,340	1,680	3%
Extra Help - Staff Assist	82-1937	0	0	0	0	0	0%
Overtime	82-1945	0	0	200	200	0	0%
F.I.C.A.	82-1950	10,108	10,222	11,170	11,520	350	3%
Retirement	82-1955	19,466	20,639	21,360	23,320	1,960	9%
Retirement Bond Payment	82-1958	13,200	11,300	0	0	0	0%
Medical/Dental Ins	82-1960	31,836	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	22,742	19,610	20,960	1,350	6%
Dental Insurance	82-1965	0	2,360	2,400	2,380	(20)	- 0%
HSA Contribution	82-1966	0	3,250	3,250	3,250	0	0%
Benefits Admin Fees	82-1967	0	51	50	50	0	0%
Life Insurance	82-1970	238	233	210	210	0	0%
Salary Continuation Insur	82-1972	371	365	380	380	0	0%
S.A.I.F.	82-1975	209	190	240	220	(20)	- 8%
Unemployment	82-1980	828	1,536	1,310	1,510	200	15%
Personnel Services Totals:		214,099	213,510	205,950	214,340	8,390	4%
Materials & Services							
Reference Checks	82-2010	380	0	100	100	0	0%
Telephones	82-2070	372	342	400	500	100	25%
Membership Fees And Dues	82-2370	180	360	400	400	0	0%
Office Supplies	82-2410	278	838	500	500	0	0%
Books And Periodicals	82-2413	45	45	100	100	0	0%
Postage And Freight	82-2419	836	626	900	900	0	0%
Printing And Reproduction	82-2425	1,295	1,215	400	1,300	900	225%
Legal Services	82-2469	0	656	35,500	81,000	45,500	128%
Contractual Services	82-2471	75,738	17,653	0	0	0	0%
U.A. Testing	82-2506	736	840	1,000	1,000	0	0%
Publi. And Legal Notices	82-2600	18	200	600	600	0	0%
Wellness Grant	82-2870	3,463	3,059	3,500	3,000	(500)	- 14%
Wellness Incentive	82-2875	0	0	0	25,000	25,000	100%
Tuition Reimbursement Program	82-2926	16,118	5,521	5,000	5,000	0	0%
Employee Training	82-2927	5,126	707	10,000	12,000	2,000	20%
Education And Training	82-2928	555	900	2,500	2,500	0	0%
Miscellaneous Expense	82-2929	272	74	100	100	0	0%
Reimbursed Travel Expense	82-2930	1,644	713	2,700	2,700	0	0%
Employee Recognition	82-3137	8,988	5,318	8,600	8,600	0	0%
Materials & Services Totals:		116,044	39,066	72,300	145,300	73,000	100%

Total Expenditures:		330,143	252,576	278,250	359,640	81,390	1.00
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County Counsel

Department Overview

County Counsel services are selected by the Board of Commissioners as set forth by the Clatsop County Charter. County Counsel provides legal advice and representation to the Board of Commissioners, County Manager, county departments and offices and County service districts. Enforces county ordinances. Services are provided through contracts with several private attorneys who provide general and specialized legal services, i.e. labor, land use, bond counsel, etc. Contracting for legal counsel allows the county to access specialized legal services that would likely not be available if the county employed an attorney.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	108,025	95,210	110,200	110,200	0	0%
Total Revenue:	108,025	95,210	110,200	110,200	0	0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	108,025	95,210	110,200	110,200	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	108,025	95,210	110,200	110,200	0	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Telephones	82-2070	90	28	100	100	0	0%
Membership Fees And Dues	82-2370	20	0	100	100	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Printing And Reproduction	82-2425	2	2	0	0	0	0%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	107,913	95,181	110,000	110,000	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0%
Materials & Services Totals:		108,025	95,210	110,200	110,200	0	0%
Total Expenditures:		108,025	95,210	110,200	110,200	0	1.00

Budget & Finance

Mission Statement

To maintain the County's financial stability and protection of County assets through sound financial planning and management. The Department is committed to providing accurate, timely and effective financial services to all customers, both public and internal, with honesty, integrity, fairness, and with a commitment to professionalism and accountability.

Department Overview

Budget & Finance is responsible for the preparation of the County's annual budget, annual audit, long range financial planning, as well as providing financial advice to the Board and County Manager. In addition the Budget & Finance department manages operations which include: revenue receipt, accounts payable, payroll, general ledger, purchasing, fixed assets, grant accounting, investing County funds, and monitoring revenues and expenditures for all County funds.

Major Accomplishments

- Successfully completed the 2013-14 fiscal year audit and received an unmodified opinion from the external auditing firm of Boldt, Carlisle, & Smith.
- Successfully completed the production of the 2014-15 Budget and received the Distinguished Budget Award from the Government Finance Officers Association.
- Timely and accurately processed County debt obligations, payroll processing, and financial reports.
- Provided County departments with the Indirect Cost Plan and Cost Sheets for the 2015-16 budget in a timely manner.
- Continue to work with IT on converting all County departments to electronic time sheets. Currently 90% of county employees are using the electronic time sheet method of entering payroll, with a completion goal for the 2015-16 FY.
- Conducted a countywide fee study which will increase revenues within some General Fund departments as well as other County departments.
- Working with IT on development within the General Ledger software of a countywide Capital Improvement Plan.
- Developed with IT revised budget forms to present a more user friendly budget document.

Performance Measures

- Prepare and present a transparent annual budget document that is able to earn the Government Finance Officers Association (GFOA) Distinguished Budget Award.
- Prepare the annual audit in a timely manner with an unmodified opinion.
- Prepare a Comprehensive Annual Financial Report and submit to GFOA for the Certificate of Achievement for Excellence in Financial Reporting Program (CAFR Program).
- Develop and implement a countywide Capital Improvement Plan.

Budget Highlights

The Budget & Finance Department had a change in staffing levels when the previous Director left the County. It was decided at that time to try to keep the Deputy Director position vacant. Currently the department is choosing to keep the staffing level reduced until a need for increased staff is dictated.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Public Records Request	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	3,472	4,717	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Miscellaneous Revenue	92	19	100	50	(50)	- 0%
General Fund Support	366,957	475,764	492,230	411,280	(80,950)	- 16%
Total Revenue:	370,520	480,501	492,330	411,330	(81,000)	- 16%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	203,342	282,259	298,310	245,450	(52,860)	- 17%
Personnel Benefits	111,535	140,033	126,510	97,620	(28,890)	- 22%
Material & Supplies	55,644	58,209	67,510	68,260	750	1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	370,520	480,501	492,330	411,330	(81,000)	- 16%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Budget & Finance Director	0.00	1.00	1.00	1.00	0.00	0%
Central Services Director	0.20	0.00	0.00	0.00	0.00	0%
Asst Finance Director	0.90	1.00	0.97	0.00	(0.97)	- 100%
Accountant II	2.00	2.00	2.00	2.00	0.00	0%
Accountant I	0.00	0.00	0.00	1.00	1.00	100%
Admin. Support IV	0.53	0.53	0.53	0.00	(0.53)	- 100%
Total Personnel:	3.63	4.53	4.50	4.00	(0.50)	- 11%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Vouchers Processed	12700	13100	12900	12700	12400	12300
Accounts Payable Checks Processed	5610	5600	6800	6600	6500	6400
Payroll Checks Processed	4900	4900	4400	4400	4250	4300
Customer Service Survey ratings as Percent Excellent	0%	94%	91%	91%	91%	92%
Timely Annual Audit w/ an Unmodified Opinion Percent	100%	100%	90%	100%	100%	100%
Receipt of GFOA Budget Award Percent	0%	0%	0%	100%	100%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Budget & Finance Director	82-1035	0	85,481	94,650	90,880	(3,770)	- 3%
Central Services Director	82-1040	19,531	0	0	0	0	0%
Asst Finance Director	82-1104	61,998	70,789	74,650	0	(74,650)	- 100%
Staff Assistant	82-1191	0	0	0	0	0	0%
Accountant II	82-1848	102,785	105,355	107,990	111,890	3,900	3%
Accountant I	82-1850	0	0	0	42,680	42,680	100%
Payroll Accountant	82-1852	0	0	0	0	0	0%
Admin. Support IV	82-1854	19,028	20,634	21,020	0	(21,020)	- 100%
Extra Help - Staff Assist	82-1937	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	15,024	20,633	22,820	18,780	(4,040)	- 17%
Retirement	82-1955	28,279	32,767	41,320	34,910	(6,410)	- 15%
Retirement Bond Payment	82-1958	19,500	22,400	0	0	0	0%
Medical/Dental Ins	82-1960	46,472	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	48,635	46,670	32,070	(14,600)	- 31%
Dental Insurance	82-1965	0	7,126	7,460	6,150	(1,310)	- 17%
HSA Contribution	82-1966	0	3,935	3,940	2,000	(1,940)	- 49%
Benefits Admin Fees	82-1967	0	96	70	120	50	71%
Life/AD&D Insurance	82-1970	329	424	430	330	(100)	- 23%
Salary Continuation Insur	82-1972	404	602	630	430	(200)	- 31%
S.A.I.F.	82-1975	314	484	490	380	(110)	- 22%
Unemployment	82-1980	1,211	2,932	2,680	2,450	(230)	- 8%
Personnel Services Totals:		314,876	422,292	424,820	343,070	(81,750)	- 19%
Materials & Services							
Telephones	82-2070	1,312	1,071	1,500	1,400	(100)	- 6%
Maintenance - Equipment	82-2260	245	0	500	500	0	0%
Software Maintenance	82-2265	0	4,040	2,000	1,000	(1,000)	- 50%
Membership Fees And Dues	82-2370	825	1,175	2,000	1,200	(800)	- 40%
Office Supplies	82-2410	1,054	1,330	1,200	1,200	0	0%
Books And Periodicals	82-2413	45	59	0	0	0	0%
Postage And Freight	82-2419	2,299	3,008	2,700	2,800	100	3%
Records And Forms	82-2422	568	259	1,090	500	(590)	- 54%
Budget Production	82-2424	0	0	0	0	0	0%
Printing And Reproduction	82-2425	3,260	4,035	5,000	4,610	(390)	- 7%
Contractual Services	82-2471	39,031	35,396	45,400	49,050	3,650	8%
Publ. And Legal Notices	82-2600	1,082	191	500	500	0	0%
Education And Training	82-2928	2,429	2,523	2,220	1,550	(670)	- 30%
Miscellaneous Expense	82-2929	0	98	0	0	0	0%
Reimbursed Travel Expense	82-2930	3,494	5,024	3,400	3,950	550	16%
Refunds and Returns	82-3204	0	0	0	0	0	0%

Materials & Services Totals:		55,644	58,209	67,510	68,260	750	1%
Total Expenditures:		370,520	480,501	492,330	411,330	(81,000)	1.00

Information Systems

Mission Statement

The Clatsop County Department of Information Technology is dedicated to providing and supporting reliable technologies and technology-based services in a timely, high-quality, cost-effective manner to all clients of county government.

Department Overview

Information Systems (ASIS) is committed to providing integrated systems developed in a collaborative, solutions-oriented environment with a focus on customer service, operations efficiency, and fiscal accountability. ASIS is responsible for information technology, telecommunications, and office automation. ASIS supplies technical support for PC's, printers, servers, phone systems, and copiers including support for several remote locations. In coordination with the departments and MIS committee, ASIS develops and plans for information technology and communication needs for the County. The in-house software development team supports the core business client/server applications including Geographic Information Systems(GIS).

Major Accomplishments

All of the servers running County Productivity applications have been upgraded and have the power and capacity to take us through the fiscal year 2018-2019.
Replaced the County Web Site with a new website that results in a 90% annual savings in maintenance costs.
Set up a GIS interface to the C&E OCVR program to help the Clerk and Elections office validate addresses for voters within the County.
Enhanced the Permitting software to accept and track Septic permits.
Re-worked budget print-outs.

Budget Highlights

The General Fund subsidy for Materials and Supplies has remained stable for the 2015-2016 fiscal year. The budget is at a maintenance level that allows the IT department to update critical hardware as necessary, such as servers, backup components, and the network infrastructure. However, on the personnel side, we are requesting to add back the Network Administrator position that was eliminated in the 2012-2013 budget year. The workload level has continued to increase each year while our staff level has remained the same. In order to provide departments with support service, we need our staffing level to be in line with our workload.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Data Processing Fees	0	0	0	0	0	0%
ID Card Replacement	15	110	100	100	0	0%
GIS Fees & Income	3,071	2,530	1,500	1,500	0	0%
GIS ORMAP Grant	0	0	0	0	0	0%
Fees for Services	0	0	500	500	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	521	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	793,699	772,729	759,080	783,520	24,440	3%
Total Revenue:	796,785	775,890	761,180	785,620	24,440	3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	381,366	374,809	386,000	437,290	51,290	13%
Personnel Benefits	200,384	187,078	157,180	159,530	2,350	1%
Material & Supplies	215,035	214,003	218,000	188,800	(29,200)	- 13%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	796,785	775,890	761,180	785,620	24,440	3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Central Services Director	0.15	0.00	0.00	0.00	0.00	0%
Admin. Services Director	0.00	0.00	0.08	0.08	0.00	0%
Human Resources Director	0.00	0.08	0.00	0.00	0.00	0%
Information Systems Manager	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	0.00	0.08	0.08	0.08	0.00	0%
Information Systems Analyst	1.00	1.00	1.00	1.00	0.00	0%
SR Network Administrator	1.00	1.00	1.00	1.00	0.00	0%
PC Help Desk	1.00	1.00	1.00	0.50	(0.50)	- 50%
Network Administrator	1.00	0.00	0.00	1.00	1.00	100%
GIS Coordinator/Analyst	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	6.15	5.15	5.15	5.65	0.50	9%

Measures						
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015 Budget 2015-2016
EASY ... less than 1 day to complete, Count 1 IT staff person		1,200	1,500	1,200	1,100	1,100 1,500
MEDIUM ... less than 3 days to complete, 1 IT staff person	Count	1,000	800	800	400	400 800
HARD ... More than 3 day to complete of more than 1 IT staff person	Count	120	160	100	110	100 160
SPECIAL PROJECTS ... items specified on the annual IT project list	Count	1,400	2,000	1,300	1,450	1,400 2,000
Percent of network availability - 24/7	Percent	99%	0%	99%	99%	99% 99%
Percent of network availability - during work hours	Percent	99%	99%	99%	99%	99% 99%
Percent of help desk tickets completed on time or early	Percent	80%	80%	80%	80%	80% 80%
Customer Satisfaction - rating of good to excellent	Percent	95%	98%	98%	98%	97% 98%
Ratio of IS staff to total county network users	Percent	2%	2%	2%	1%	2% 2%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Central Services Director	82-1040	14,648	0	0	0	0	0%
Admin. Services Director	82-1087	0	0	7,830	8,080	250	3%
Human Resources Director	82-1097	0	7,718	0	0	0	0%
Information Systems Manager	82-1101	88,764	91,004	92,370	95,270	2,900	3%
Staff Assistant	82-1191	0	2,643	4,230	4,470	240	5%
Information Systems Analyst	82-1365	72,982	78,547	81,500	85,380	3,880	4%
SR Network Administrator	82-1370	74,134	79,342	81,620	84,180	2,560	3%
Programmer/analyst	82-1380	0	0	0	0	0	0%
PC Help Desk	82-1385	48,177	49,382	50,620	26,540	(24,080)	- 47%
Network Administrator	82-1390	18,103	0	0	63,850	63,850	100%
GIS Coordinator/Analyst	82-1402	64,559	66,173	67,830	69,520	1,690	2%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	28,397	27,888	29,530	33,450	3,920	13%
Retirement	82-1955	48,341	49,355	50,870	60,210	9,340	18%
Retirement Bond Payment	82-1958	40,200	30,500	0	0	0	0%
Medical/Dental Ins	82-1960	79,636	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	60,996	59,070	45,460	(13,610)	- 23%
Dental Insurance	82-1965	0	9,258	8,990	10,560	1,570	17%
HSA Contribution	82-1966	0	3,200	3,230	3,300	70	2%
Benefits Admin Fees	82-1967	0	132	120	130	10	8%
Life/AD&D Insurance	82-1970	515	502	470	550	80	17%
Salary Continuation Insur	82-1972	830	815	820	860	40	4%
S.A.I.F.	82-1975	560	520	610	640	30	4%
Unemployment	82-1980	1,904	3,911	3,470	4,370	900	25%
Personnel Services Totals:		581,750	561,887	543,180	596,820	53,640	9%
Materials & Services							
Telephones	82-2070	2,492	4,166	3,000	3,000	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Software Maintenance	82-2265	75,887	84,738	80,000	77,800	(2,200)	- 2%
Membership Fees And Dues	82-2370	200	100	100	100	0	0%
Office Supplies	82-2410	128	313	500	500	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	1,140	62	1,300	1,300	0	0%
Records And Forms	82-2422	0	0	0	0	0	0%
Printing And Reproduction	82-2425	911	434	1,000	1,000	0	0%
PC Equipment	82-2455	73,762	63,936	75,000	93,000	18,000	24%
Contractual Services	82-2471	0	0	0	0	0	0%
Contractual Technology Dev	82-2477	58,213	56,395	52,000	6,500	(45,500)	- 87%
Publi. And Legal Notices	82-2600	127	350	500	500	0	0%
Education And Training	82-2928	1,019	3,290	3,500	3,500	0	0%

Reimbursed Travel Expense	82-2930	1,155	218	1,000	1,500	500	50%
Materials & Services Totals:		215,035	214,003	218,000	188,800	(29,200)	- 13%
Total Expenditures:		796,785	775,890	761,180	785,620	24,440	1.00

Building & Grounds

Mission Statement

To provide general maintenance, housekeeping and building renovation services for the Courthouse, Sheriff's Detention Center, Judge Guy Boyington Building, Animal Shelter, and 800 & 820 Exchange Buildings.

Department Overview

Building & Grounds staff work with other departments and contractors to provide general renovations, scheduled and unscheduled maintenance, custodial services and emergency repairs to County buildings.

Major Accomplishments

The Building and Grounds staff worked with an architect to develop construction plans for the Parole and Probation Office remodel to accommodate the moving of the Sheriff's Criminal Division and other support staff into a newly remodeled building. A construction project at the Animal Shelter completed a kennel enclosure to provide additional interior space to hold shelter animals. A series of Courthouse upgrades were completed for security improvements and a new roof.

Budget Highlights

With the completion of the Sheriff's Office Remodel, this budget reflects an increase in utility, custodial, and alarm monitoring expenses at an increase of \$58,000 to support the relocation of the Sheriff's Criminal Division. The revised procurement of elevator maintenance vendors yielded a savings of \$9,000+ in Materials and Supplies. The County has signed an agreement with the Oregon Judicial Department where they have agreed to contribute approximately \$50,000 towards the cost of a new Courthouse roof, and \$30,000 towards a new backup generator and \$20,000 towards new exterior video surveillance equipment.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Property Rents	10,034	10,020	10,020	10,020	0	0%
ARRA 10-1530 HVAC Grant	0	0	0	0	0	0%
Capitol Improvement Project	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	166	1	0	0	0	0%
Miscellaneous Revenue	1	0	0	0	0	0%
Insurance Loss Proceeds	0	0	0	0	0	0%
Transfer from CH Security	0	0	0	4,000	4,000	0%
General Fund Support	941,387	922,326	880,610	982,110	101,500	11%
Total Revenue:	951,589	932,347	890,630	996,130	105,500	11%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	284,951	239,755	258,630	269,540	10,910	4%
Personnel Benefits	176,487	146,429	143,130	137,870	(5,260)	- 3%
Material & Supplies	489,577	545,581	488,270	588,120	99,850	20%
Special Payments	573	582	600	600	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	951,589	932,347	890,630	996,130	105,500	11%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Central Services Director	0.30	0.00	0.00	0.00	0.00	0%
Public Works Director	0.00	0.15	0.21	0.15	(0.06)	- 28%
Maint/custodial Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Facilities & Projects Manager	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	0.00	0.25	0.25	0.25	0.00	0%
Maintenance Technician	1.00	1.00	0.00	0.00	0.00	0%
Maintenance Assistant	1.00	1.00	1.00	1.00	0.00	0%
Custodian	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	5.30	5.40	4.46	4.40	(0.06)	- 1%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
# of work requests completed in 1-3 Count days	0	0	300	400	350	350
# of work requests completed in < 3 Count days	0	0	3	3	100	50
Total number of work requests Count completed	0	0	303	403	450	400
% of minor requests completed in 1 Percent day	0%	0%	0%	0%	58%	60%
% of major requests completed in FY Percent	0%	0%	0%	0%	80%	80%
% of customer satisfaction good to Percent excellent	0%	0%	0%	0%	90%	90%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Central Services Director	82-1040	14,648	0	0	0	0	0%
Public Works Director	82-1088	0	19,417	9,630	13,490	3,860	40%
Maint/custodial Supervisor	82-1108	61,304	63,145	63,780	65,780	2,000	3%
Facilities & Projects Manager	82-1145	84,629	86,745	88,050	90,810	2,760	3%
Staff Assistant	82-1191	0	10,664	10,930	11,200	270	2%
Maintenance Technician	82-1720	37,508	0	0	0	0	0%
Maintenance Assistant	82-1725	50,324	50,207	51,430	52,720	1,290	2%
Custodian	82-1780	36,538	9,576	34,810	35,540	730	2%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	468	974	800	800	0	0%
F.I.C.A.	82-1950	21,087	17,698	19,850	20,680	830	4%
Retirement	82-1955	41,432	36,479	39,330	44,690	5,360	13%
Retirement Bond Payment	82-1958	27,700	24,600	0	0	0	0%
Medical/Dental Ins	82-1960	76,959	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	49,695	64,140	53,360	(10,780)	- 16%
Dental Insurance	82-1965	0	4,850	6,600	5,390	(1,210)	- 18%
HSA Contribution	82-1966	0	4,300	4,150	4,300	150	3%
Benefits Admin Fees	82-1967	0	104	90	100	10	11%
Life Insurance	82-1970	448	345	390	390	0	0%
Salary Continuation Insur	82-1972	626	537	590	610	20	3%
S.A.I.F.	82-1975	6,062	3,958	4,860	4,850	(10)	- 0%
Unemployment	82-1980	1,706	2,888	2,330	2,700	370	15%
Personnel Services Totals:		461,438	386,184	401,760	407,410	5,650	1%
Materials & Services							
Telephones	82-2070	3,254	2,795	4,000	4,000	0	0%
Custodial Services - Sheriff O	82-2150	11,134	10,725	11,030	26,000	14,970	135%
Custodial Supplies - Sheriff O	82-2151	686	2,050	1,500	2,050	550	36%
Custodial Services - Boy Mtg C	82-2153	31	0	0	0	0	0%
Custodial Supplies - Boy Mtg C	82-2154	153	0	200	200	0	0%
Custodial Services - Animal Sh	82-2155	6,637	6,048	0	7,440	7,440	100%
Custodial Supplies - Animal Sh	82-2156	706	1,317	0	1,870	1,870	100%
Custodial Supplies - Jail	82-2157	12,133	11,191	13,200	13,200	0	0%
Custodial Services - Jail	82-2158	8,147	8,267	7,500	7,500	0	0%
Custodial Supplies	82-2160	4,628	4,213	6,500	6,500	0	0%
Custodial Services	82-2161	11,577	12,731	9,230	9,230	0	0%
Custodial Supplies-800/820	82-2163	4,125	4,390	4,200	4,200	0	0%
Custodial Services-800/820	82-2168	51,051	55,904	57,310	57,310	0	0%
Incinerator Permits	82-2180	0	0	0	0	0	0%
Utilities-800	82-2191	35,484	35,719	35,520	35,250	(270)	- 0%
Utilities-820	82-2192	21,367	19,358	19,790	19,790	0	0%
Maintenance Supplies	82-2259	3,385	3,719	3,440	3,440	0	0%

Maintenance - Equipment	82-2260	1,910	1,624	1,500	1,500	0	0%
Maintenance - Boiler	82-2261	392	3,386	4,000	4,000	0	0%
Software Maintenance	82-2265	0	0	0	0	0	0%
Alarm Monitoring - 800/820	82-2270	1,198	1,048	1,900	1,900	0	0%
Alarm Monitoring - CCSO	82-2271	0	0	0	600	600	100%
Alarm Monitoring	82-2272	1,993	2,007	2,800	2,800	0	0%
Maintenance S.I.G.	82-2300	14,227	40,937	33,000	37,000	4,000	12%
Employee Drug Screen	82-2302	0	0	100	100	0	0%
Animal Control Maint. S.I.G.	82-2303	2,401	3,919	0	2,330	2,330	100%
Jail Maint S.I.G.	82-2304	39,920	37,526	40,100	40,100	0	0%
Maintenance - Elevators	82-2305	7,636	7,991	10,100	10,100	0	0%
Maint. Elevators-800/820	82-2306	11,258	10,653	10,100	6,280	(3,820)	- 37%
Maint. S.I.G - Boy Mtg Ctr.	82-2307	3,241	1,612	2,000	2,000	0	0%
Maint S.I.G. Boat House	82-2313	0	0	500	500	0	0%
Maint S.I.G. - CCSO	82-2314	0	0	0	9,770	9,770	100%
800 Maint. S.I.G.	82-2321	12,047	12,200	8,600	8,600	0	0%
820 Maint. S.I.G.	82-2322	7,460	4,243	5,000	5,500	500	10%
Ford Family Foundation	82-2330	0	0	0	0	0	0%
B&G Shop SIG	82-2331	233	0	100	100	0	0%
Membership Fees And Dues	82-2370	0	50	180	180	0	0%
Office Supplies	82-2410	398	207	200	200	0	0%
Books And Periodicals	82-2413	111	33	100	100	0	0%
Postage And Freight	82-2419	211	289	200	200	0	0%
Printing And Reproduction	82-2425	94	282	600	600	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	4,195	0	20,000	20,000	0	0%
Contractual Services-Temp Help	82-2492	539	29,833	0	3,000	3,000	100%
Publi. And Legal Notices	82-2600	208	986	1,000	1,000	0	0%
Rents And Leases - Equip.	82-2630	32	0	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	13,650	12,000	12,000	12,000	0	0%
Small Tools And Instrum.	82-2710	2,348	2,845	2,420	2,420	0	0%
Vehicle Maintenance & Use	82-2923	784	981	1,000	1,000	0	0%
Education And Training	82-2928	304	547	2,400	2,400	0	0%
Reimbursed Travel Expense	82-2930	219	395	1,660	1,660	0	0%
Utilities	82-2960	38,105	37,798	38,460	38,460	0	0%
Utilities SO Deten Center	82-2961	103,363	106,160	104,170	104,170	0	0%
Utilities - Boy Mtg Ctr	82-2962	5,649	5,782	5,840	5,840	0	0%
Utilities Animal Control	82-2963	36,725	36,786	0	38,460	38,460	100%
Utilities B&G Shop	82-2964	4,226	5,035	4,820	4,820	0	0%
Utilities - CCSO	82-2965	0	0	0	20,450	20,450	100%
Materials & Services Totals:		489,577	545,581	488,270	588,120	99,850	20%
Special Payments							
Property Taxes	82-3800	573	582	600	600	0	0%
Special Payments Totals:		573	582	600	600	0	0%
Total Expenditures:		951,589	932,347	890,630	996,130	105,500	1.00

Dues & Special Assessments

Department Overview

Appropriations are made in this budget when not logically assigned to another specific area. Appropriations to agencies not part of County government are also included here.

Budget Highlights

During the 2014-15 fiscal year the County will be going out for an RFP for auditing services for the annual audit. In the 2014-15 FY the actual audit costs were \$52,300, the amount being requested is approximately a 5% increase for the actual and a 30% increase over the amount budgeted.

The Contributions to Outside Agencies has increased over previous years to provide \$5,000 to the Cities of Seaside and Astoria Library's to support their Rural Outreach program.

In April of 2014 the Board approved an ordinance to increase the amount of the room tax in rural areas, this increase took effect on January 1, 2015. A portion of this increase per the ordinance is to be disbursed at the direction of the Board of County Commissioners for making public roads and drainage improvements, primarily within the Arch Cape Rural Community boundary. The amount of revenue and expense that are being budgeted for the 2015-16 FY is \$5,000.

There is also a significant cost increase in this budget is for the general liability insurance costs, these amounts can vary greatly from year to year so we are budgeting for approximately a 15% increase over the actual costs in the 2014-15 fiscal year.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Room Tax	0	0	0	10,000	10,000	0%
St. - Liquor 2145	15,462	12,033	16,500	16,500	0	0%
Veteran Services	37,595	37,102	37,700	37,700	0	0%
Veterans Outreach Grant	0	12,300	5,000	5,000	0	0%
LNG Analysis Revenue	0	0	0	0	0	0%
Cannon Restoration Donations	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	570	0	0	0	0%
Misc. Grant Revenue	0	9,467	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	208,483	225,491	244,600	377,200	132,600	54%
Total Revenue:	261,540	296,963	303,800	446,400	142,600	46%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	195,485	248,956	252,800	280,400	27,600	10%
Special Payments	66,056	48,007	51,000	166,000	115,000	225%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	261,540	296,963	303,800	446,400	142,600	46%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Insurance	82-2200	89,281	106,470	118,400	130,000	11,600	9%
General Equipment	82-2268	0	0	0	0	0	0%
Pioneer Cemetery	82-2301	1,209	935	1,300	1,300	0	0%
Membership Fees And Dues	82-2370	21,781	23,386	22,500	23,500	1,000	4%
Auditing And Accounting	82-2462	35,310	36,675	40,000	55,000	15,000	37%
CRT Staffing Project	82-2464	0	7,300	0	0	0	0%
Veterans Service Contract	82-2468	43,795	57,587	62,600	62,600	0	0%
Contractual Services	82-2471	0	9,313	0	0	0	0%
Mentally Ill	82-2496	4,109	7,290	8,000	8,000	0	0%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Cannon Restoration Donations	82-2655	0	0	0	0	0	0%
Materials & Services Totals:		195,485	248,956	252,800	280,400	27,600	10%
Special Payments							
Pub. Road & Drainage Improv.	82-3008	0	0	0	10,000	10,000	100%
Mental Health 2145	82-3100	13,988	13,507	16,500	16,500	0	0%
Soil Conservation Dist.	82-3110	4,000	6,000	6,000	6,000	0	0%
NW Senior & Disability Serv.	82-3148	17,000	17,000	17,000	17,000	0	0%
Historical Society	82-3202	4,000	4,000	4,000	4,000	0	0%
Cont. To Outside Agencies	82-3575	27,068	7,500	7,500	12,500	5,000	66%
Crisis Respite Center	82-3576	0	0	0	100,000	100,000	100%
Special Payments Totals:		66,056	48,007	51,000	166,000	115,000	225%
Total Expenditures:		261,540	296,963	303,800	446,400	142,600	1.00

Transfers To Other Funds

Department Overview

This fund functions to transfer discretionary General Fund revenues to other funds. The funds receiving General Fund support budget a corresponding transfer in.

Budget Highlights

There is a 46% increase in the proposed budget over the 2014-15 FY due to the projected amount of timber revenues that would be transferred from the General Fund into the Special Projects Fund. Per Board policy any timber revenues received beyond the 15 year low is to be transferred to the Special Projects fund into a General Fund Stabilization Account.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Timber Sales	1,036,665	1,632,247	1,037,160	2,790,380	1,753,220	1%
General Fund Support	930,324	697,925	461,900	461,900	0	0%
Total Revenue:	1,966,989	2,330,172	1,499,060	3,252,280	1,753,220	116%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	1,966,989	2,330,172	1,499,060	3,252,280	1,753,220	116%
Contingency	0	0	0	0	0	0%
Total Expenditures:	1,966,989	2,330,172	1,499,060	3,252,280	1,753,220	116%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Transfers Out							
Transfer To Health Dept.	82-8005	321,300	333,175	394,000	394,000	0	0%
Trans To Special Projects	82-8100	1,036,665	1,632,247	1,037,160	2,790,380	1,753,220	169%
Trans To Emergency Comm	82-8110	38,024	0	0	0	0	0%
Trans To Drug Task Force	82-8115	20,000	27,600	0	0	0	0%
Trans To Marine Patrol	82-8120	29,300	30,200	27,200	27,200	0	0%
Trans to Other Funds	82-8165	0	0	0	0	0	0%
Trans to Juvenile Detention Ct	82-8175	495,000	261,750	0	0	0	0%
Trans To Child Support	82-8400	26,700	45,200	40,700	40,700	0	0%
Transfers To Comm. Corrections	82-8430	0	0	0	0	0	0%
Transfers Out Totals:		1,966,989	2,330,172	1,499,060	3,252,280	1,753,220	116%
Total Expenditures:		1,966,989	2,330,172	1,499,060	3,252,280	1,753,220	1.00

Approp. For Contingency 1

Department Overview

The General Fund Contingency is traditionally used only to fund unanticipated emergencies as defined by the Board of Commissioners, or to meet expenditure requirements that are either not anticipated at the time the budget is compiled or are not able to be absorbed during the year within existing departmental budget allocations. This amount reflects 10% of the General Fund operating budget minus contingency.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Transfer From General	0	0	0	0	0	0%
General Fund Support	0	0	1,734,580	2,020,030	285,450	16%
Total Revenue:	0	0	1,734,580	2,020,030	285,450	16%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	1,734,580	2,020,030	285,450	16%
Total Expenditures:	0	0	1,734,580	2,020,030	285,450	16%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Contingencies							
Approp. For Contg. - Gen.	82-9901	0	0	1,734,580	2,020,030	285,450	16%
Contingencies Totals:		0	0	1,734,580	2,020,030	285,450	16%
Total Expenditures:		0	0	1,734,580	2,020,030	285,450	1.00

Insurance Reserve

Department Overview

This fund was originally created to pay workers' compensation claims during the time that the County's workers' compensation plan required payment of minimum charges plus actual claims reimbursed. As the result of changes in the insurance program, the fund is now used to "buy out" responsibility for continued claims activities on prior years coverage, pay additional premiums in the event our previous year's experience is high and for expenses related to the County's Safety Program, i.e. Safety Committee training and safe work recognitions.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	336,646	362,123	442,770	251,670	(191,100)	- 0%
Interest On Investments	2,037	2,312	2,000	2,000	0	0%
S.A.I.F. Reimbursement	82,459	156,762	0	0	0	0%
S.A.I.F. Claim Repayment	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Wellness Grant Revenue	0	0	0	0	0	0%
Miscellaneous Revenue	56	0	0	0	0	0%
Total Revenue:	421,198	521,197	444,770	253,670	(191,100)	- 42%
Total Unappropriated Budget:	362,123	456,705	0	0	0	0%
Total Budgeted Resources:	59,075	64,492	444,770	253,670	(191,100)	- 42%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	59,075	64,492	232,070	253,670	21,600	9%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	212,700	0	(212,700)	- 100%
Contingency	0	0	0	0	0	0%
Total Expenditures:	59,075	64,492	444,770	253,670	(191,100)	- 42%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	4	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(5)	0	0	0	0%
Safety Equipment	82-2045	0	0	0	0	0	0%
Safety Committee	82-2046	0	0	0	0	0	0%
Insurance	82-2200	58,775	63,892	232,070	252,670	20,600	8%
Safety Program	82-2862	0	0	0	0	0	0%
Wellness Grant	82-2870	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	300	600	0	1,000	1,000	100%
Materials & Services Totals:		59,075	64,492	232,070	253,670	21,600	9%
Transfers Out							
Trans to Other Funds	82-8165	0	0	212,700	0	(212,700)	- 100%
Transfers Out Totals:		0	0	212,700	0	(212,700)	0%
Total Expenditures:		59,075	64,492	444,770	253,670	(191,100)	1.00

Debt Service

Mission Statement

Ensure fiscal prudence and responsibility of County debt obligations through timely repayment of outstanding principal and interest amounts on county borrowing.

Department Overview

This fund is used to accumulate resources necessary to make annual interest and principal payments on County debt.

Budget Highlights

This fiscal year will be the 2nd payment on a 15 year loan for the remodel of the Parole & Probation facility. This facility will be the new headquarters and will house the Criminal, Support and Parole and Probation divisions of the Sheriff's Office. The remodel will include a dedicated evidence and property room.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	258,661	247,682	20,480	172,560	152,080	7%
Interest On Investments	3,348	3,140	0	300	300	0%
Bond & UAL Revenue	0	0	0	0	0	0%
Bond Repayment Revenue	1,188,628	1,005,627	0	0	0	0%
Transfer from Other Funds	0	0	200,000	190,000	(10,000)	- 0%
Total Revenue:	1,450,637	1,256,449	220,480	362,860	142,380	64%
Total Unappropriated Budget:	247,682	21,274	0	0	0	0%
Total Budgeted Resources:	1,202,955	1,235,175	220,480	362,860	142,380	64%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	1,202,955	1,235,175	200,000	189,700	(10,300)	- 5%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	20,480	0	(20,480)	- 100%
Contingency	0	0	0	173,160	173,160	0%
Total Expenditures:	1,202,955	1,235,175	220,480	362,860	142,380	64%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Materials & Services Totals:		0	0	0	0	0	0%
Debt Service							
P & P Interest Expense	82-2644	0	0	183,000	56,300	(126,700)	- 69%
P & P Principal Payment	82-2645	0	0	17,000	133,400	116,400	684%
Bond Redemptions	82-3300	1,080,000	1,170,000	0	0	0	0%
Interest On Bonds	82-3400	122,955	65,175	0	0	0	0%
Debt Service Totals:		1,202,955	1,235,175	200,000	189,700	(10,300)	- 5%
Transfers Out							
Trans to Other Funds	82-8165	0	0	20,480	0	(20,480)	- 100%
Transfers Out Totals:		0	0	20,480	0	(20,480)	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	173,160	173,160	100%
Contingencies Totals:		0	0	0	173,160	173,160	100%
Total Expenditures:		1,202,955	1,235,175	220,480	362,860	142,380	1.00

Bond & UAL Reserve Fund

Department Overview

The function of this fund is to establish a reserve fund of up to \$3,000,000 for either future PERS unfunded liabilities or resource shortfalls to make payments.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	293,550	293,550	0%
Bond & UAL Reserve - Roads	0	0	0	0	0	0%
Bond & UAL Reserve - RLED	0	0	0	0	0	0%
Bond & UAL Reserve - Child Sup	0	0	0	0	0	0%
Bond & UAL Reserve - Comm Corr	0	0	0	0	0	0%
Bond & UAL Reserve - Building	0	0	0	0	0	0%
Bond & UAL Reserve - CEDC Fish	0	0	0	0	0	0%
Bond & UAL Reserve - Land Corn	0	0	0	0	0	0%
Bond & UAL Reserve - Child Cos	0	0	0	0	0	0%
Bond & UAL Reserve - Special P	0	0	0	0	0	0%
Interest On Investments	11,333	3,329	10,000	600	(9,400)	- 0%
Transfer From General	0	0	0	0	0	0%
Transfer from Other Funds	0	0	300,000	300,000	0	0%
Total Revenue:	11,333	3,329	310,000	594,150	284,150	91%
Total Unappropriated Budget:	(1,010,467)	(1,538,471)	0	0	0	0%
Total Budgeted Resources:	1,021,800	1,541,800	310,000	594,150	284,150	91%

Expenditures

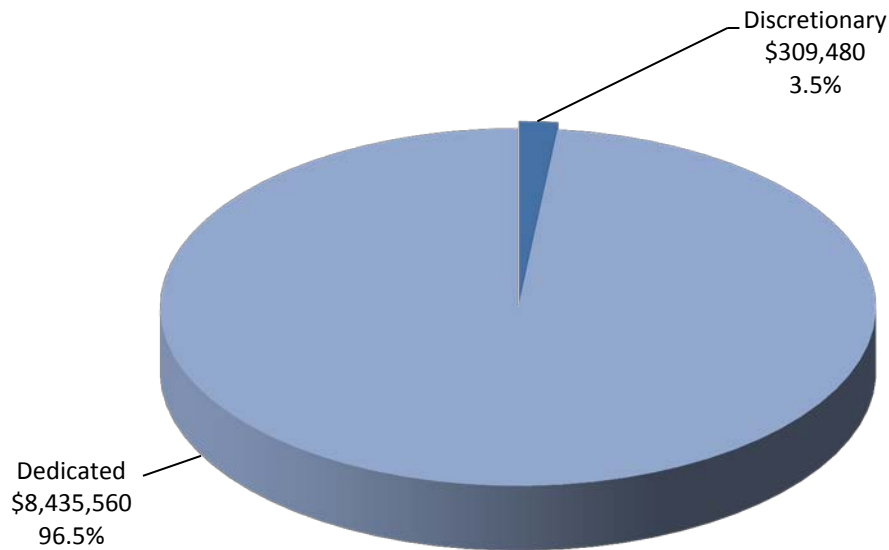
Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	1,021,800	1,541,800	10,000	0	(10,000)	- 100%
Contingency	0	0	300,000	594,150	294,150	98%
Total Expenditures:	1,021,800	1,541,800	310,000	594,150	284,150	91%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
NA	82-1000	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Materials & Services Totals:		0	0	0	0	0	0%
Special Payments							
Bond & UAL PERS Expense	82-3230	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Transfers Out							
Transfer To General Fund	82-8001	751,100	1,094,100	7,090	0	(7,090)	- 100%
Trans to Other Funds	82-8165	270,700	447,700	2,910	0	(2,910)	- 100%
Transfers Out Totals:		1,021,800	1,541,800	10,000	0	(10,000)	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	300,000	594,150	294,150	98%
Contingencies Totals:		0	0	300,000	594,150	294,150	98%
Total Expenditures:		1,021,800	1,541,800	310,000	594,150	284,150	1.00

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**Clatsop County Functions/Programs Budget
Land Use & Transportation 2015-2016
Total \$8,745,040**



Organizational units included within this functional area in the order they appear within the budget document are:

Surveyor	Surveyor Land Corner
Road Admin. & Support	Bike Paths
Road Maint. & Construction	Planning Division
Approp. for Contingency 2	Building Codes

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriation for each budget included in this functional area are located on the following pages in this section.

Surveyor

Mission Statement

The Clatsop County Surveyor's office provides the surveying community and the public with the resources necessary to research and locate property boundaries.

Department Overview

The office of the County Surveyor is responsible for checking subdivisions, condominiums, partition and recording surveys in compliance with Oregon Statutes. The office maintains all records of surveys and provides means by which the public can use these records. The Surveyor also surveys County-owned and County Roads. The Surveyor assists the general public with locating property surveys, historical research, general survey questions and interpreting and understanding legal descriptions.

Major Accomplishments

Digitally indexed surveys for possible retrieval and use through GIS. Wrote boundary descriptions for various county properties and easements. Completed property line adjustment on south line of Cullaby Lake Park. Completed Cullaby Lake Lane survey. Scanned 275 Town Plats in color. The painting of the survey trailer and the roof maintenance was completed \$500 under budget.

Budget Highlights

This year's revenues are expected to be the same as last fiscal year. Personnel Costs are 4% higher due to COLA and Retirement costs. Materials and Supplies are lower than last year because of a reduction in Maintenance S.I.G.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Special Projects Revenue	0	0	0	0	0	0%
Surveyor Fees & Maps	42,730	33,675	39,000	39,000	0	0%
Maps And Microfische Fees	1,522	934	1,500	1,500	0	0%
Partition Review	21,150	17,800	18,300	18,300	0	0%
Subdivision Review	2,310	9,520	5,000	5,000	0	0%
Road Vacation Fees	5,524	0	0	0	0	0%
Roads Work Other Depts.	13,764	14,030	7,000	7,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Nsf Check Fee	25	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	27,456	40,778	39,820	41,160	1,340	3%
Total Revenue:	114,480	116,737	110,620	111,960	1,340	1%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	68,959	71,708	69,490	71,900	2,410	3%
Personnel Benefits	42,275	41,581	33,710	35,440	1,730	5%
Material & Supplies	3,246	3,448	7,420	4,620	(2,800)	- 37%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	114,480	116,737	110,620	111,960	1,340	1%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Surveyor	0.75	0.75	0.75	0.75	0.00	0%
Public Works Director	0.05	0.05	0.07	0.05	(0.02)	- 28%
Staff Assistant	0.15	0.15	0.15	0.15	0.00	0%
Total Personnel:	0.95	0.95	0.97	0.95	(0.02)	- 2%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of plats submitted for filing	Count	0	0	21	21	20	20
Number of digitally indexed surveys verified	Count	0	0	150	300	300	300
Number of surveys submitted for filing	Count	0	0	0	92	120	100
Percent of surveys checked in 10 working days	Percent	0%	0%	76%	87%	90%	90%
Percent of survey rechecks filed in 10 working days	Percent	0%	0%	88%	95%	90%	90%
Percent of plats checked in 15 working days	Percent	0%	0%	0%	90%	100%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Surveyor	82-1015	57,176	58,837	59,720	61,590	1,870	3%
Public Works Director	82-1088	5,540	6,472	3,210	4,500	1,290	40%
Staff Assistant	82-1191	6,243	6,399	6,560	5,810	(750)	- 11%
Survey Tech III	82-1307	0	0	0	0	0	0%
Engineering Tech III	82-1316	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	5,038	5,248	5,320	5,500	180	3%
Retirement	82-1955	10,452	11,128	10,970	12,290	1,320	12%
Retirement Bond Payment	82-1958	6,600	5,700	0	0	0	0%
Medical/Dental Ins	82-1960	18,750	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	14,494	12,650	12,630	(20)	- 0%
Dental Insurance	82-1965	0	1,543	1,560	1,490	(70)	- 4%
HSA Contribution	82-1966	0	1,600	1,550	1,600	50	3%
Benefits Admin Fees	82-1967	0	77	70	130	60	85%
Life Insurance	82-1970	95	100	90	90	0	0%
Salary Continuation Insur	82-1972	189	183	180	180	0	0%
S.A.I.F.	82-1975	761	669	690	810	120	17%
Unemployment	82-1980	389	839	630	720	90	14%
Personnel Services Totals:		111,234	113,289	103,200	107,340	4,140	4%
Materials & Services							
Telephones	82-2070	474	449	500	500	0	0%
Field Supplies	82-2165	23	84	200	200	0	0%
Maintenance - Equipment	82-2260	252	75	400	400	0	0%
Software Maintenance/Licenses	82-2265	473	473	500	500	0	0%
Maintenance S.I.G.	82-2300	63	0	3,000	200	(2,800)	- 93%
Membership Fees And Dues	82-2370	200	200	220	220	0	0%
Office Supplies	82-2410	303	97	200	200	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	31	30	300	300	0	0%
Printing And Reproduction	82-2425	0	101	300	300	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Administrative Costs	82-2473	0	0	0	0	0	0%
Publ. And Legal Notices	82-2600	0	0	200	200	0	0%
Vehicle Maintenance & Use	82-2923	0	200	200	200	0	0%
Education And Training	82-2928	178	185	200	200	0	0%
Reimbursed Travel Expense	82-2930	474	389	400	400	0	0%
Road Department Services	82-2959	0	0	0	0	0	0%
Utilities	82-2960	778	770	700	700	0	0%
Refunds and Returns	82-3204	0	395	0	0	0	0%
Materials & Services Totals:		3,246	3,448	7,420	4,620	(2,800)	- 37%

Total Expenditures:		114,480	116,737	110,620	111,960	1,340	1.00
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Road Admin. & Support

Mission Statement

To insure that road infrastructure is properly maintained and improved as needed to meet present and future traffic demands; that maintenance projects are designed and constructed properly and cost-effectively to enhance traffic flow and traffic safety while minimizing maintenance costs; to provide roads that are safe for all modes of transportation, including pedestrian, bicyclists and motorists.

Department Overview

The Road Administration division is responsible for the administration of the Road, Westport Sewer District and Survey divisions, as well accounts payables for the Building and Grounds division, and budget oversight and engineering services for the other divisions. The Director is responsible for the overall management of the department and reports to the County Manager. Engineering staff provide in-house engineering services as well as surveying, construction management, inspecting, staking, permitting, right-of-way acquisition, traffic counting, speed zone investigation and road design services.

Major Accomplishments

Provided administrative support staff to meet Public Works objectives, budget oversight, contract services, construction management and engineering services and management of the Westport Sewer Service District.

Budget Highlights

This year's total budget expenditures are slightly lower than last year. There is a small increase in Personnel Services for COLA and a decrease in Materials and Supplies. Planned engineering projects include the Svensen Market Road paving, bridge repairs and intersection improvement projects.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Bond & UAL Reserve - Roads	0	0	0	0	0	0%
Revenue from Road District #1	0	0	731,330	727,750	(3,580)	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	36	0	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From Road Dist 1	725,700	770,500	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Total Revenue:	725,736	770,500	731,330	727,750	(3,580)	- 0%
Total Unappropriated Budget:	57,540	23,294	0	0	0	0%
Total Budgeted Resources:	668,196	747,206	731,330	727,750	(3,580)	- 0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	300,857	326,288	335,780	342,740	6,960	2%
Personnel Benefits	182,806	190,809	169,930	165,190	(4,740)	- 2%
Material & Supplies	184,533	191,600	223,020	217,130	(5,890)	- 2%
Special Payments	0	0	0	0	0	0%
Debt Service	0	1,326	2,600	2,690	90	3%
Capital Outlay	0	37,183	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	668,196	747,206	731,330	727,750	(3,580)	- 0%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Admin. Services Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	1.66	1.60	1.60	1.60	0.00	0%
Engineering Tech-Lead Worker	0.00	1.00	1.00	1.00	0.00	0%
Engineering Tech II	1.00	1.00	1.00	1.00	0.00	0%
GIS/Planner	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	4.66	5.60	5.60	5.60	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of transactions in cost accounting	Count	0	0	33,131	35,443	36,000	36,000
Number of Tech hours on Road/Culvert/Eng/ROW	Count	0	0	836	971	1,200	1,200

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Administrative Assistant	82-1118	0	0	0	0	0	0%
Management Analyst	82-1164	0	0	0	0	0	0%
Admin. Services Supervisor	82-1188	56,927	58,351	59,230	61,080	1,850	3%
Staff Assistant	82-1191	67,422	68,253	69,960	66,520	(3,440)	- 4%
Engineering Tech-Lead Worker	82-1309	74,977	73,791	74,780	76,650	1,870	2%
Engineering Tech I	82-1312	0	0	0	0	0	0%
Engineering Tech II	82-1314	63,285	64,105	65,630	67,270	1,640	2%
GIS/Planner	82-1403	38,245	61,788	66,180	71,220	5,040	7%
GIS Technician	82-1405	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	1,889	11,124	6,500	6,500	0	0%
F.I.C.A.	82-1950	22,083	24,596	26,180	26,720	540	2%
Retirement	82-1955	41,522	39,910	48,570	48,600	30	0%
Retirement Bond Payment	82-1958	31,000	26,500	0	0	0	0%
Medical/Dental Ins	82-1960	81,402	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	74,281	74,600	69,550	(5,050)	- 6%
Dental Insurance	82-1965	0	5,816	5,920	5,350	(570)	- 9%
HSA Contribution	82-1966	0	2,000	2,000	2,000	0	0%
Benefits Admin Fees	82-1967	0	237	220	190	(30)	- 13%
Life Insurance	82-1970	438	459	450	450	0	0%
Salary Continuation Insur	82-1972	482	506	510	510	0	0%
S.A.I.F.	82-1975	2,079	1,629	1,900	1,830	(70)	- 3%
Unemployment	82-1980	1,912	3,751	3,080	3,490	410	13%
Personnel Services Totals:		483,663	517,098	505,710	507,930	2,220	0%
Materials & Services							
Telephones	82-2070	9,388	9,813	9,420	10,080	660	7%
Custodial Services	82-2161	1,824	2,372	2,400	2,400	0	0%
Insurance	82-2200	51,233	62,735	70,000	65,000	(5,000)	- 7%
License And Permit Fees	82-2240	1,517	1,775	3,400	3,650	250	7%
Maintenance - Equipment	82-2260	255	0	2,000	2,000	0	0%
Software Maintenance	82-2265	1,891	1,891	3,900	3,900	0	0%
Maintenance S.I.G.	82-2300	7,398	346	2,000	2,000	0	0%
Employee Drug Screen	82-2302	0	0	200	200	0	0%
Membership Fees And Dues	82-2370	326	301	180	180	0	0%
Office Supplies	82-2410	4,117	4,076	4,000	4,000	0	0%
Books And Periodicals	82-2413	130	180	400	400	0	0%
Postage And Freight	82-2419	464	746	2,000	1,000	(1,000)	- 50%
Printing And Reproduction	82-2425	2,860	3,066	1,800	1,800	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	306	4,199	900	1,200	300	33%
LAN Equipment	82-2455	3,720	3,720	3,720	3,720	0	0%

Contractual Services	82-2471	0	0	0	0	0	0%
Administrative Costs	82-2473	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	1,279	756	1,900	1,900	0	0%
Small Tools And Instrum.	82-2710	364	490	6,000	2,000	(4,000)	- 66%
Education And Training	82-2928	1,620	700	2,900	2,900	0	0%
Reimbursed Travel Expense	82-2930	1,799	504	1,800	1,800	0	0%
Utilities	82-2960	34,044	33,931	36,000	36,000	0	0%
Indirect Cost Allocation	82-3210	60,000	60,000	68,100	71,000	2,900	4%
Materials & Services Totals:		184,533	191,600	223,020	217,130	(5,890)	- 2%
Capital Outlay							
Buildings	82-4108	0	0	0	0	0	0%
Office Equipment	82-4300	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	37,183	0	0	0	0%
Capital Outlay Totals:		0	37,183	0	0	0	0%
Debt Service							
Capital Lease	82-3199	0	1,326	2,600	2,690	90	3%
Debt Service Totals:		0	1,326	2,600	2,690	90	3%
Total Expenditures:		668,196	747,206	731,330	727,750	(3,580)	1.00

Road Maint & Construction

Mission Statement

To insure that road infrastructure is properly maintained and improved as needed to meet present and future traffic demands; that maintenance projects are designed and constructed properly and cost-effectively to enhance traffic flow and traffic safety while minimizing maintenance costs; to provide roads that are safe for all modes of transportation, including pedestrian, bicyclists and motorists.

Department Overview

There are currently 232 miles of roadway that have been accepted into the County road system for maintenance. Bridge maintenance, such as cleaning and light maintenance are performed by county crews. Bridge inspections are performed by ODOT. The types of maintenance activities performed include pothole patching, crack sealing, grading gravel roads and road oiling operations. Road crews work to ensure the County's road system is properly maintained to meet daily traffic demands. Crews are on call 24 hours per day to remove fallen trees, clear slides, plow and sand roads and mitigating emergency hazards. Crews use integrated methods to control vegetation for safety and road preservation, such as chopping, mowing, tree trimming & removal, and application of herbicide with licensed operators. Maintenance and repairs of the drainage system include culvert and catch basin cleaning, culvert replacement and ditches. The Roads Division provides complete and consistent signage and traffic markings as outlined in the Federal Manual on Uniform Traffic Control Devices and the Sign Policy and Guidelines for the State Highway System. Modernization projects are defined as projects that widen, correct alignment and safety problems, correct structural deficiencies and pave the surface with asphalt concrete. Modernization projects bring roads up to current standards and are designed to have a minimum of a 20-year life. The Road shop mechanical services include diagnostic, electrical, full periodic maintenance, DOT inspecting, welding, fabrication and mobile service to field areas. The shop also provides cleaning and wash down facilities for all departments and a recycling location for fuel, oils, tires, metal, etc. to comply with environmental regulations.

Major Accomplishments

Completed the Westport Ferry Ramp construction. Surface treated 20.68 miles of road. Paved approximately 1/2 mile on E. Beach and E Shingle Mill Roads. Paved 4 intersections with asphalt overlays. Performed several large culvert replacement jobs on Cullaby Lake Lane, Columbia Beach Lane, Jackson Road and Northrup Creek Road. Repaired Bear Creek Bridge.

Budget Highlights

This year's revenues and expenditures are lower than last year because last year's budget included \$1,830,000 in revenue and \$2,870,000 in expenditures for the Westport Ferry Ramp Construction. This year's Personnel Services are approximately 1% higher than last year due to COLA. Materials and Services is \$2,216,060 lower and has reductions in several areas, including Contractual Services, Oil Rock, Road Oil, Fuel and Maintenance Rock. This year's Contractual Services line item includes \$280,000 for an asphalt overlay on Svensen Market Road and paving of intersections and road extension. Also budgeted are major repairs to 5 bridges.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	2,495,442	2,292,224	2,131,750	3,058,710	926,960	0%
Bond & UAL Reserve - Roads	0	0	0	0	0	0%
Interest On Investments	13,385	14,145	10,000	12,000	2,000	0%
State Bridge Design	0	0	80,000	0	(80,000)	- 1%
St. Highway Fund	2,217,754	2,319,132	2,475,000	2,452,740	(22,260)	- 0%
St. - Fas Conversion	0	224,929	813,160	0	(813,160)	- 1%
EMPG	0	0	0	0	0	0%
ODOT Ferry Boat Program	0	0	1,830,000	0	(1,830,000)	- 1%
ARRA - ROADS	0	0	0	0	0	0%
Revenue from Road District #1	0	0	133,900	0	(133,900)	- 1%
KOA Lease	2,500	2,500	2,500	2,500	0	0%
District Shop Lease	4,200	0	4,200	4,400	200	0%
Roads Work Other Depts.	306,164	236,121	126,600	111,220	(15,380)	- 0%
Vehicle Fuel	202,337	195,172	223,000	200,000	(23,000)	- 0%
Vehicle Shop Service	626	485	0	0	0	0%
Material & Supplies Sales	6,762	10,452	600	600	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	3,636	2,963	200	200	0	0%
Admin Services Fees	8,645	6,400	6,400	6,400	0	0%
US 101 Flood Project	31,657	64,313	25,000	0	(25,000)	- 1%
Lien Assessments	0	800	800	800	0	0%
Miscellaneous Revenue	178	0	0	0	0	0%
Equip. Auction & Sales	8,390	25,310	0	35,000	35,000	0%
Transfer from Other Funds	0	0	58,260	0	(58,260)	- 1%
Transfer from Bond Reserve Fun	109,400	180,900	1,170	0	(1,170)	- 1%
Transfer From Road Dist 1	1,128,300	658,500	0	0	0	0%
Total Revenue:	6,539,377	6,234,344	7,922,540	5,884,570	(2,037,970)	- 25%
Total Unappropriated Budget:	1,291,984	857,361	0	4,200	4,200	0%
Total Budgeted Resources:	5,247,393	5,376,983	7,922,540	5,880,370	(2,042,170)	- 25%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	1,285,505	1,266,939	1,236,680	1,308,400	71,720	5%
Personnel Benefits	874,717	861,509	822,500	772,150	(50,350)	- 6%
Material & Supplies	2,681,113	2,882,384	5,556,880	3,340,820	(2,216,060)	- 39%
Special Payments	26,096	20,829	43,000	43,000	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	21,262	8,723	15,000	25,000	10,000	66%
Transfer Out	358,700	336,600	248,480	391,000	142,520	57%
Contingency	0	0	0	0	0	0%
Total Expenditures:	5,247,393	5,376,983	7,922,540	5,880,370	(2,042,170)	- 25%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Works Director	0.85	0.70	0.70	0.70	0.00	0%
Assist Public Works Direc.	0.00	0.00	0.00	1.00	1.00	100%
County Engineer	1.00	1.00	1.00	0.00	(1.00)	- 100%
Crew Foreman	3.00	3.00	3.00	3.00	0.00	0%
Operation & Maint. Manager	1.00	1.00	0.00	0.00	0.00	0%
Rd Maint Worker Trainee	0.00	1.00	1.00	1.00	0.00	0%
Rd Maint Worker	15.00	14.00	14.00	14.00	0.00	0%
Mechanic	2.00	2.00	2.00	2.00	0.00	0%
Equipment Servicer	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	23.85	23.70	22.70	22.70	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Miles of asphalt roadway resurfacing	Count	0	0	3	1	0	2
Miles of roadway chipsealed	Count	0	0	28	21	23	20
Acres of ROW maintained for weed control	Count	0	0	355	355	355	355
Lane miles of ditches to maintain	Count	0	0	46	46	46	46
Culverts and catch basins maintained	Count	0	0	1,500	1,500	1,500	1,500
Miles of paint marking applied annually	Count	0	0	89	89	89	89
Traffic signs maintained	Count	0	0	1,495	1,495	1,495	1,495
Projects to be bid in budget year	Count	0	0	3	1	1	5
Preventative Maintenance routines done	Count	0	0	130	130	130	130
Cost per lane mile for mechanical mowing	Count	0	0	127	132	135	135
Cost per lane mile for brush chopping	Count	0	0	594	540	550	550
Lineal feet of culverts repaired/replaced	Count	0	0	2,073	1,879	2,000	2,000
Percent of gravel roads graded every year	Percent	0%	0%	77%	62%	80%	80%
Percent of surfaced roads resurfaced	Percent	0%	0%	6%	11%	11%	11%
Percent of lane miles mowed per year	Percent	0%	0%	11%	82%	90%	90%
Percent of lane miles chopped per year	Percent	0%	0%	40%	39%	60%	60%
Percent of Rd Mtc budget used for modernization	Percent	0%	0%	10%	7%	4%	5%
Percent of mechanic work hours on billable repairs	Percent	0%	0%	87%	79%	80%	85%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Works Director	82-1088	94,181	80,243	44,960	62,940	17,980	39%
Assist Public Works Direc.	82-1089	0	0	0	83,360	83,360	100%
County Engineer	82-1140	79,725	51,518	74,560	0	(74,560)	- 100%
Crew Foreman	82-1149	141,973	186,047	191,410	200,210	8,800	4%
Shop Foreman	82-1151	0	0	0	0	0	0%
Operation & Maint. Manager	82-1158	78,454	71,497	0	0	0	0%
Rd Maint Worker Trainee	82-1735	9,422	52,508	39,590	16,910	(22,680)	- 57%
Rd Maint Worker	82-1740	731,452	688,258	733,150	779,050	45,900	6%
Mechanic	82-1750	104,276	89,499	104,850	116,570	11,720	11%
Equipment Servicer	82-1755	46,022	47,369	48,160	49,360	1,200	2%
Extra Help - Road	82-1907	36,281	32,908	47,300	47,300	0	0%
Overtime	82-1945	10,234	27,457	20,000	20,000	0	0%
Above Classification	82-1946	0	0	22,800	22,800	0	0%
F.I.C.A.	82-1950	97,980	97,367	101,500	106,980	5,480	5%
Retirement	82-1955	180,626	179,119	187,270	198,560	11,290	6%
Retirement Bond Payment	82-1958	130,500	111,500	0	0	0	0%
Medical/Dental Ins	82-1960	344,191	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	303,857	330,340	263,410	(66,930)	- 20%
Dental Insurance	82-1965	0	31,732	34,550	30,910	(3,640)	- 10%
HSA Contribution	82-1966	0	11,400	8,700	9,400	700	8%
Benefits Admin Fees	82-1967	0	557	510	550	40	7%
Life Insurance	82-1970	1,826	1,821	1,870	1,840	(30)	- 1%
Salary Continuation Insur	82-1972	2,200	2,185	2,170	2,260	90	4%
S.A.I.F.	82-1975	63,008	45,890	53,550	54,160	610	1%
Unemployment	82-1980	7,872	15,715	11,940	13,980	2,040	17%
Personnel Services Totals:		2,160,222	2,128,448	2,059,180	2,080,550	21,370	1%
Materials & Services							
Banking Svcs Fee	82-2002	0	249	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(265)	0	0	0	0%
Hiring Expenses	82-2015	0	139	3,000	3,000	0	0%
Uniform Cleaning	82-2041	2,248	2,146	2,800	2,900	100	3%
Custodial Services	82-2161	2,007	2,372	3,000	3,000	0	0%
License And Permit Fees	82-2240	7,093	5,711	5,850	5,900	50	0%
Maint. - Fleet Service	82-2255	11,889	25,115	70,000	70,000	0	0%
Maintenance Supplies	82-2259	10,576	5,686	10,500	10,500	0	0%
Maintenance - Equipment	82-2260	580	0	0	0	0	0%
Maint. - Comm. Equipment	82-2262	3,079	6,231	5,000	5,000	0	0%
Maint. - Automotive Parts	82-2263	99,295	63,072	90,000	90,000	0	0%
General Equipment	82-2268	19,159	15,095	6,000	9,200	3,200	53%
Maintenance S.I.G.	82-2300	24,413	4,990	20,140	20,640	500	2%
Employee Drug Screen	82-2302	2,515	2,360	3,000	3,000	0	0%

Membership Fees And Dues	82-2370	1,287	966	1,020	1,170	150	14%
PC Equipment	82-2455	0	0	0	0	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	896,543	1,035,026	3,450,400	1,466,100	(1,984,300)	- 57%
Surveyor Services	82-2483	13,620	11,790	5,000	7,000	2,000	40%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Oil Rock	82-2620	131,049	45,980	173,000	88,000	(85,000)	- 49%
Road Oil	82-2625	561,398	553,044	635,000	475,000	(160,000)	- 25%
Rents And Leases - Equip.	82-2630	19,162	17,912	18,500	20,060	1,560	8%
Rts. & Lea. - S., I. & G.	82-2670	629	300	800	1,000	200	25%
Small Tools And Instrum.	82-2710	2,642	2,224	1,000	1,000	0	0%
Crushing	82-2715	0	0	0	50,000	50,000	100%
Asphalt	82-2840	24,720	7,135	25,500	25,500	0	0%
Bridge Material	82-2842	54	758	5,000	8,000	3,000	60%
Chemicals	82-2844	8,209	14,892	20,000	22,000	2,000	10%
Culverts	82-2846	44,828	49,830	56,300	65,000	8,700	15%
Fuel	82-2852	361,716	385,302	445,200	400,000	(45,200)	- 10%
Rock	82-2854	200,889	386,305	225,100	218,000	(7,100)	- 3%
Signs	82-2856	21,943	23,428	27,000	27,000	0	0%
Tires	82-2858	26,064	17,085	30,000	30,000	0	0%
Safety Program	82-2862	4,197	4,098	7,900	9,600	1,700	21%
Road Supplies	82-2863	8,548	7,802	11,000	11,000	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	2,755	2,896	2,870	4,050	1,180	41%
Reimbursed Travel Expense	82-2930	4,805	1,110	3,100	3,100	0	0%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	163,200	181,600	193,900	185,100	(8,800)	- 4%
Misc Other Charges	82-3212	0	0	0	0	0	0%
Engineering	82-3502	0	0	0	0	0	0%
Contract Paving	82-3545	0	0	0	0	0	0%
Materials & Services Totals:		2,681,113	2,882,384	5,556,880	3,340,820	(2,216,060)	- 39%
Special Payments							
US 101 Flood Project	82-3193	21,968	20,283	0	0	0	0%
Stp-roads	82-3500	0	0	0	0	0	0%
Hbr Bridges	82-3501	0	0	0	0	0	0%
Rt Of Way Acquisition	82-3554	3,009	186	40,000	40,000	0	0%
Rt Of Way Monumentation	82-3555	1,120	340	3,000	3,000	0	0%
Property Taxes	82-3800	0	20	0	0	0	0%
Special Payments Totals:		26,096	20,829	43,000	43,000	0	0%
Capital Outlay							
Land	82-4000	21,262	0	0	0	0	0%
Buildings	82-4108	0	0	15,000	25,000	10,000	66%
Automotive Equipment	82-4200	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	8,723	0	0	0	0%
Capital Outlay Totals:		21,262	8,723	15,000	25,000	10,000	66%
Transfers Out							

Trans To Gen Road Equip	82-8102	358,700	336,600	248,480	391,000	142,520	57%
Transfers Out Totals:		358,700	336,600	248,480	391,000	142,520	57%
Total Expenditures:		5,247,393	5,376,983	7,922,540	5,880,370	(2,042,170)	1.00

Approp. For Contingency 2

Department Overview

The Contingency holds the balance of funds from the Road District #1 after the transfers are made to the Road Maintenance (3120) and Road Administration (3110) units.

Budget Highlights

The Contingency is higher this year due to higher revenues in the Road Maintenance Fund and higher Timber Revenues in the Road District #1 Fund.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	0	0	0%
Revenue from Road District #1	0	0	2,221,820	3,535,500	1,313,680	0%
Transfer From Road Dist 1	942,700	1,514,100	0	0	0	0%
Total Revenue:	942,700	1,514,100	2,221,820	3,535,500	1,313,680	59%
Total Unappropriated Budget:	942,700	1,514,100	0	3,535,500	3,535,500	0%
Total Budgeted Resources:	0	0	2,221,820	0	(2,221,820)	- 100%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	2,221,820	0	(2,221,820)	- 100%
Total Expenditures:	0	0	2,221,820	0	(2,221,820)	- 100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Contingencies							
Approp. for Contg. - Gen.	82-9901	0	0	0	0	0	0%
Approp. For Contg. - Road	82-9902	0	0	2,221,820	0	(2,221,820)	- 100%
Contingencies Totals:		0	0	2,221,820	0	(2,221,820)	0%
Total Expenditures:		0	0	2,221,820	0	(2,221,820)	-1.00

Surveyor - Land Corner 120

Mission Statement

Maintain and enhance the Public Land corner monumentation by finding and restoring positions of the Public Land Survey System.

Department Overview

The Public Land Corner Preservation program maintains a comprehensive record of all surveys and records that may pertain to a particular corner from the time they were established in the 1800's to the present. Thorough investigative records research and field work to identify obliterated corners and restore them to their original position whenever possible.

Major Accomplishments

Maintained corner histories and records. Restored corners in area east of Seaside, and Knappa and Westport.

Budget Highlights

The Public Land Corner budget has lower revenues and expenditures of about 1% less than last year.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	96,329	142,922	178,610	184,310	5,700	0%
Bond & UAL Reserve - Roads	0	0	0	0	0	0%
Bond & UAL Reserve - Land Corn	0	0	0	0	0	0%
Interest On Investments	735	921	890	1,000	110	0%
Roads Work Other Depts.	0	0	0	0	0	0%
Surveyor Work for Other Depts.	0	0	0	0	0	0%
Public Land Preservation	84,600	67,282	80,000	70,000	(10,000)	- 0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	290	0	(290)	- 1%
Transfer from Bond Reserve Fun	10,000	16,500	110	0	(110)	- 1%
Total Revenue:	191,663	227,625	259,900	255,310	(4,590)	- 1%
Total Unappropriated Budget:	142,922	173,815	0	0	0	0%
Total Budgeted Resources:	48,741	53,810	259,900	255,310	(4,590)	- 1%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	19,059	19,612	19,910	20,530	620	3%
Personnel Benefits	12,049	11,787	9,900	10,710	810	8%
Material & Supplies	17,633	22,411	37,500	30,400	(7,100)	- 18%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	192,590	193,670	1,080	0%
Total Expenditures:	48,741	53,810	259,900	255,310	(4,590)	- 1%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Surveyor	0.25	0.25	0.25	0.25	0.00	0%
Total Personnel:	0.25	0.25	0.25	0.25	0.00	0%

Measures						
Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of Government land corners Count restored	0	0	9	11	8	8
Number of government corners Count located by GPS	0	0	12	13	8	8
Number of Bearing Tree reports by Count Surveyors	0	0	17	3	12	5
Percent of Bearing Tree reports donePercent in 10 days	0%	0%	100%	100%	100%	100%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Surveyor	82-1015	19,059	19,612	19,910	20,530	620	3%
Survey Tech III	82-1307	0	0	0	0	0	0%
Engineering Tech I	82-1312	0	0	0	0	0	0%
Engineering Tech III	82-1316	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	1,389	1,432	1,520	1,570	50	3%
Retirement	82-1955	2,919	3,160	3,200	3,720	520	16%
Retirement Bond Payment	82-1958	1,800	1,600	0	0	0	0%
Medical/Dental Ins	82-1960	5,573	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	4,252	3,690	3,950	260	7%
Dental Insurance	82-1965	0	463	470	470	0	0%
HSA Contribution	82-1966	0	500	500	500	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	33	28	30	30	0	0%
Salary Continuation Insur	82-1972	49	54	50	50	0	0%
S.A.I.F.	82-1975	231	200	260	210	(50)	- 19%
Unemployment	82-1980	56	98	180	210	30	16%
Personnel Services Totals:		31,108	31,399	29,810	31,240	1,430	4%
Materials & Services							
Banking Svcs Fee	82-2002	0	4	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(5)	0	0	0	0%
Telephones	82-2070	301	310	300	300	0	0%
Field Supplies	82-2165	0	50	100	100	0	0%
Maintenance - Equipment	82-2260	271	104	400	400	0	0%
Software Maintenance	82-2265	473	473	500	500	0	0%
General Equipment	82-2268	0	0	100	100	0	0%
Maintenance S.I.G.	82-2300	63	0	200	200	0	0%
Membership Fees And Dues	82-2370	200	200	200	200	0	0%
Office Supplies	82-2410	131	73	300	300	0	0%
Office Furniture & Equipment	82-2454	100	0	400	400	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Administrative Costs	82-2473	600	600	600	600	0	0%
Monumentation Supplies	82-2486	2,300	0	300	300	0	0%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	320	276	400	400	0	0%
Education And Training	82-2928	178	185	200	200	0	0%
Reimbursed Travel Expense	82-2930	474	466	500	500	0	0%
Road Department Services	82-2959	3,647	11,405	22,000	15,000	(7,000)	- 31%
Utilities	82-2960	778	770	800	800	0	0%
Indirect Cost Allocation	82-3210	7,800	7,500	10,200	10,100	(100)	- 0%

Materials & Services Totals:		17,633	22,411	37,500	30,400	(7,100)	- 18%
Contingencies							
Appropriation For Contin.	82-9900	0	0	192,590	193,670	1,080	0%
Contingencies Totals:		0	0	192,590	193,670	1,080	0%
Total Expenditures:		48,741	53,810	259,900	255,310	(4,590)	1.00

Bike Paths

Mission Statement

To provide bike path projects in conjunction with road projects.

Department Overview

As required by ORS 366.514, the County must deposit at least 1% of the money received from the State Highway Fund into this fund for use on bike paths.

Major Accomplishments

There were no bike path projects this year.

Budget Highlights

There are no Bike Path projects planned for this Fiscal Year. The balance is accumulating for future projects.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	267,436	291,428	317,070	341,570	24,500	0%
Interest On Investments	1,591	1,615	2,000	1,800	(200)	- 0%
St. - Motor License Fees	22,402	23,426	24,750	24,780	30	0%
Total Revenue:	291,428	316,468	343,820	368,150	24,330	7%
Total Unappropriated Budget:	291,428	316,368	0	0	0	0%
Total Budgeted Resources:	0	100	343,820	368,150	24,330	7%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	100	100	100	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	343,720	368,050	24,330	7%
Total Expenditures:	0	100	343,820	368,150	24,330	7%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	0	100	100	100	0	0%
Materials & Services Totals:		0	100	100	100	0	0%
Special Payments							
Unallocated Projects	82-3129	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	343,720	368,050	24,330	7%
Contingencies Totals:		0	0	343,720	368,050	24,330	7%
Total Expenditures:		0	100	343,820	368,150	24,330	1.00

Planning Division

Mission Statement

To provide accurate and timely land use information and permitting services to improve the county's quality of life.

Department Overview

The Community Development Division is primarily responsible for land use planning and code compliance, maintains a strong and affective customer service component. The Division also provides Geographic Information Systems (GIS) and floodplain management services. The Division works closely with the Clatsop County Planning Commission, the Arch Cape Design Review Committee and various rural communities and incorporated cities to guide the development of the county by achieving the goals and implementing the policies of the Clatsop County Comprehensive Plan. The Development Services Manager oversees the basic functions of the division and reports to the County Manager.

Major Accomplishments

The North Clatsop Plains Subarea Plan was adopted.
The Planning Division received a grant to assist with work on a Tsunami Hazard Overlay for the unincorporated areas of the county.
Involvement in the Oregon LNG pipeline legal issues continues.
A Wetlands Advisory Committee was formed to discuss and recommend wetland policies countywide.

Budget Highlights

A. FUNDING SOURCES

CODE ENFORCEMENT: Starting July 1, 2015, the Code Enforcement Specialist will continue to be 1.0 FTE in Planning, but will charge hourly for code enforcement related to Building Codes violations. \$15,000 was estimated for this service.

ONSITE WASTEWATER FEES: All aspects of the permitting for this program are expected to transfer to the Environmental Health program in the Public Health Department beginning July 1, 2015.

GENERAL FUND: The Beginning Balance of \$38,920 in the Video Lottery Fund is assumed to be spent this fiscal year, therefore the transfer from that fund will be lower this fiscal year, which results in the need for more General Fund \$\$\$. If it is not all spent this FY, we will do a budget adjustment.

B. EXPENDITURES

PERSONNEL SERVICES

STAFF ASSISTANT: In FY 2014-15, the amount budgeted for the Planning Division Staff Assistant was reduced from 0.75 FTE to 0.15 FTE due to their unanticipated shift in work load to support the Onsite Septic Program taken over from the Oregon DEQ (Public Health Dept pays for this). Starting July 1, 2015, the position will revert to 1.0 FTE in the Planning Division. The impact of moving the Staff Assistant back to 1.0 FTE is \$48,650.

We will also be requesting that the Staff Assistant be reclassified to a Permit Technician starting July 1st, which is more in line with the day-to-day work the Staff Assistant performs for the Planning Division. The budget impact of the reclassification would be \$4,240.

EXTRA HELP: We are requesting a budget increase from \$3,000 to \$10,000 to cover an expected need to hire a casual employee to assist during peak times. This is an item that is difficult to predict, but if current trends continue, we will be unable to handle the work load with current staffing levels.

MATERIALS & SERVICES

POSTAGE & FREIGHT: We expect to have more mail outs than usual the next fiscal year due to two large long-range projects we are working on, as well as an increase in planning and development activity leading to more applications and associated notices to adjacent property owners.

LEGAL SERVICES: The increase from \$15,000 to \$30,000 is an estimate and is based on the current year's actual expense. This is a difficult expense to predict given that the bulk of the cost is due to appeals, which we can't predict in advance.

OR LNG CONTRACTUAL SERVICES: Same as LEGAL SERVICES above.

REIMBURSED TRAVEL EXPENSE: The increase from \$2,500 to \$3,000 is for travel related to training. Planning staff have not had adequate training over the last few years, and most training opportunities are in the Portland area.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Land Use Permits	61,802	75,711	60,000	70,000	10,000	0%
Georgia Pacific	0	0	0	0	0	0%
Special Events Permit	2,278	656	200	1,000	800	4%
Code Enforcement Fines	474	3,213	400	15,000	14,600	36%
Street Signs Revenue	224	588	500	0	(500)	- 1%
Rural Addressing	1,932	2,520	2,500	2,500	0	0%
DLCD Tsunami Zone Grant	0	0	0	5,000	5,000	0%
DLCD Resilience Pilot Project	0	5,000	2,500	0	(2,500)	- 1%
Lcdc Coastal Management	15,300	15,300	15,300	15,300	0	0%
JLUS - Office of Econ. Dev.	54,630	75,133	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Maps And Microfische Fees	0	0	0	0	0	0%
Maps And Microfische Fees	0	0	0	0	0	0%
Onsite Wastewater Fees	0	0	3,160	0	(3,160)	- 1%
Copy Fees	43	135	100	100	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	322	35	0	100	100	0%
Bradwood Land Use fees	0	0	0	0	0	0%
Oregon LNG	0	92,528	0	0	0	0%
Measure 49	0	0	0	1,000	1,000	0%
Revenue From Building Codes	0	0	0	0	0	0%
Nsf Check Fee	0	25	0	30	30	0%
Miscellaneous Revenue	0	(1,699)	0	0	0	0%
Trans From Video Lottery	220,600	214,000	238,790	194,950	(43,840)	- 0%
General Fund Support	157,468	120,895	185,640	268,320	82,680	44%
Total Revenue:	515,072	604,041	509,090	573,300	64,210	12%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	235,100	227,418	285,650	314,620	28,970	10%
Personnel Benefits	143,602	142,768	147,810	159,470	11,660	7%
Material & Supplies	136,371	233,855	75,630	99,210	23,580	31%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	515,072	604,041	509,090	573,300	64,210	12%

Staffing Summary						
Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Planning Director	0.85	0.85	0.85	0.85	0.00	0%
Staff Assistant	1.00	0.95	0.75	0.00	(0.75)	- 100%
Senior Planner	1.00	1.00	1.00	1.00	0.00	0%
Planner	1.00	1.00	1.00	1.00	0.00	0%
Code Specialist	0.50	0.50	1.00	1.00	0.00	0%
Permit Technician	0.00	0.00	0.00	1.00	1.00	100%
Total Personnel:	4.35	4.30	4.60	4.85	0.25	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Planning Director	82-1082	72,946	58,716	85,390	87,210	1,820	2%
Public Works Director	82-1088	0	8,503	0	0	0	0%
Principal Planner	82-1143	0	0	0	0	0	0%
Development Svcs Manager	82-1148	0	0	0	0	0	0%
Staff Assistant	82-1191	35,523	36,320	30,860	0	(30,860)	- 100%
Senior Planner	82-1627	57,010	49,130	65,630	70,630	5,000	7%
Planner	82-1630	47,881	51,234	53,150	54,480	1,330	2%
Code Specialist	82-1640	21,739	23,515	50,620	54,480	3,860	7%
Permit Technician	82-1729	0	0	0	47,820	47,820	100%
Extra Help	82-1941	0	1,776	3,000	10,000	7,000	233%
Extra Help	82-1941	0	1,776	0	0	0	0%
Overtime	82-1945	1,009	3,092	1,000	1,000	0	0%
F.I.C.A.	82-1950	17,352	17,163	22,160	24,910	2,750	12%
Retirement	82-1955	26,675	29,889	36,990	44,800	7,810	21%
Retirement Bond Payment	82-1958	22,100	20,200	0	0	0	0%
Medical/Dental Ins	82-1960	71,648	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	57,767	70,140	64,740	(5,400)	- 7%
Dental Insurance	82-1965	0	5,267	6,400	6,070	(330)	- 5%
HSA Contribution	82-1966	0	500	1,700	850	(850)	- 50%
Benefits Admin Fees	82-1967	0	105	120	90	(30)	- 25%
Life Insurance	82-1970	359	303	370	390	20	5%
Salary Continuation Insur	82-1972	436	334	450	470	20	4%
S.A.I.F.	82-1975	2,574	1,998	2,870	2,890	20	0%
Unemployment	82-1980	1,449	2,599	2,610	3,260	650	24%
Personnel Services Totals:		378,702	370,186	433,460	474,090	40,630	9%
Materials & Services							
Telephones	82-2070	1,626	1,182	1,600	1,600	0	0%
Membership Fees And Dues	82-2370	915	655	1,240	1,260	20	1%
Office Supplies	82-2410	1,507	1,408	2,500	2,500	0	0%
Books And Periodicals	82-2413	300	130	350	250	(100)	- 28%
Postage And Freight	82-2419	5,022	6,922	4,800	6,000	1,200	25%
Printing And Reproduction	82-2425	3,303	4,827	8,250	6,000	(2,250)	- 27%
Microfilming	82-2440	0	0	3,000	3,000	0	0%
Legal Services	82-2469	0	6,170	15,000	30,000	15,000	100%
Contract Personnel	82-2470	0	0	0	0	0	0%
Contractual Services	82-2471	85,044	130,777	5,000	5,000	0	0%
Administrative Costs	82-2473	2,579	0	0	0	0	0%
Bradwood Contractual Scrvs	82-2476	165	0	0	0	0	0%
OR LNG Contractual Svcs.	82-2479	16,345	66,418	15,000	30,000	15,000	100%
Publi. And Legal Notices	82-2600	3,776	4,837	6,000	5,000	(1,000)	- 16%
Abatement	82-2730	0	99	200	200	0	0%

Meetings/ Hosting	82-2750	0	0	0	0	0	0%
Fuel	82-2852	200	200	500	500	0	0%
Fleet Vehicle Use	82-2921	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	300	300	500	500	0	0%
Education And Training	82-2928	3,155	1,030	3,090	3,100	10	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	5,294	2,758	2,500	3,300	800	32%
Planning Comm. Expenses	82-2935	0	0	100	0	(100)	- 100%
Refunds and Returns	82-3204	4,047	3,391	2,000	1,000	(1,000)	- 50%
Street Signs Expense	82-3206	2,793	2,750	4,000	0	(4,000)	- 100%
Materials & Services Totals:		136,371	233,855	75,630	99,210	23,580	31%
Capital Outlay							
800 Exchange Remodel	82-4095	0	0	0	0	0	0%
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		515,072	604,041	509,090	573,300	64,210	1.00

Building Codes

Mission Statement

The Building Codes Division provides predictable and flexible services to industry partners and property owners in a professional and courteous manner, producing positive solutions to promote safety in our community and support local enterprise in the construction industry.

Department Overview

The County is responsible for enforcing Federal, State and local building regulations. Fees are set through local ordinance to cover the cost of administering the programs. All revenues collected by Building Codes are set by statute as dedicated funds and can only be used to offset the cost of administering the program. The Building Codes Division is responsible for reviewing construction drawings, issuing permits, and conducting site inspections in accordance with state and local regulations. The State delegates authority to counties under ORS 455.150. The Building Codes Division works closely with County Planning and Public Works Divisions and the Oregon Department of Environmental Quality to assure all requirements are met prior to the issuance of the permit.

Major Accomplishments

Clatsop County successfully hired a full time building official in October 2014. This position was previously a 0.5 FTE. Building Codes Division staff have voluntarily obtained several new inspection and or plan review certifications to provide more efficient service to our stakeholders. This represents many hours of study, research and testing.

Performance Measures

The Building Codes Division is projected to complete over 3,500 individual inspections, logging over 35,000 accident free miles and reviewing over 170 plan submittals for code compliance with current staffing levels. An approximate total of over 1,200 permits will be issued for construction activity.

Budget Highlights

Extra Help Inspector- Includes \$15,000 for building code inspectors and \$15,000 for code enforcement support

Membership Fees and Dues - By becoming members of various trade organizations, we are able to purchase books, materials, and training at reduced costs. (IAPMO, ICC, OBOA, OMOA, IAEI, OPTA, NFPA, etc.)

Books and Periodicals - 2014 was a major code change year requiring new code books and referenced materials necessary for inspection and plan review. The 2014/15 budget was undefended causing the year end projections to exceed the adopted budget amount. In addition the 2015/16 budget will include the cost of purchasing all remaining code books and referenced manuals necessary for plan review and inspection services.

LAN Equipment - Reflects purchase of iPads to increase field inspection productivity.

Legal Services - Reflects legal costs for recording and potential legal opinion support.

Contractual Services - Reflects funds paid to our Electrical Master Permit program contractor, this is offset by revenues collected from his inspections.

Advertising - The division will be conducting outreach through educational flyers, media PSA's, and division logos for staff identification, hats, shirts, etc.

Fleet Vehicle Use - This is a new line added to our budget for anticipated vehicle purchases based on annual cost per actual mileage driven.

Education and Training - This reflects the increasing need for continuing education as well as meet the Insurances Services Organization's (ISO) acceptable level of training per staff member.

Reimbursed Travel Expense - Reflects costs associated with Education and Travel as well as anticipated reimbursement of relocation expenses due to hiring new building official.

Capital Outlay/Office Equipment - Reflects the cost of replacing aging print/fax/scan/copy equipment.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	335,415	345,485	293,710	293,690	(20)	0%
License & Permits	481,737	494,636	450,000	520,400	70,400	0%
Electrical Permits	0	0	0	0	0	0%
ASD Excise Tax Handling Fee	592	771	600	600	0	0%
Bond & UAL Reserve - Building	0	0	230	0	(230)	- 1%
Interest On Investments	2,056	1,943	1,500	1,500	0	0%
Public Records Request	420	315	400	500	100	0%
Fees for Services	0	7,928	0	11,330	11,330	0%
Copy Fees	6	66	50	80	30	0%
Rev. Refunds & Reim.	133	0	0	0	0	0%
Nsf Check Fee	0	25	100	100	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	3,330	0	(3,330)	- 1%
Transfer from Bond Reserve Fun	21,100	35,000	230	0	(230)	- 1%
Total Revenue:	841,460	886,169	750,150	828,200	78,050	10%
Total Unappropriated Budget:	345,485	362,226	0	0	0	0%
Total Budgeted Resources:	495,975	523,943	750,150	828,200	78,050	10%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	261,905	275,610	301,170	307,050	5,880	1%
Personnel Benefits	152,922	167,588	171,870	187,280	15,410	8%
Material & Supplies	81,148	80,745	85,810	110,660	24,850	28%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	11,000	11,000	0%
Transfer Out	0	0	0	64,410	64,410	0%
Contingency	0	0	191,300	147,800	(43,500)	- 22%
Total Expenditures:	495,975	523,943	750,150	828,200	78,050	10%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Planning Director	0.15	0.15	0.15	0.15	0.00	0%
Staff Assistant	0.05	0.05	0.05	0.00	(0.05)	- 100%
Code Specialist	0.50	0.50	0.00	0.00	0.00	0%
Building Inspector I	2.00	2.00	2.00	2.00	0.00	0%
Permit Technician	1.00	1.00	1.00	1.00	0.00	0%
Building Official	0.50	0.50	1.00	1.00	0.00	0%
Total Personnel:	4.20	4.20	4.20	4.15	(0.05)	- 1%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Permits Issued	2127	1826	1813	1817	1706	1850
Inspections	5309	4065	4266	4617	4242	4500
Plan Reviews	257	252	263	244	191	240
Requested Inspections Done by NextPercent Business Day	90%	90%	90%	90%	90%	100%
Plan Reviews Completed within Percent Required Timeframe	95%	95%	98%	95%	95%	100%
Permits Issued Within the Same Day Percent	80%	80%	80%	80%	80%	85%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Planning Director	82-1082	12,873	9,633	14,920	15,390	470	3%
Public Works Director	82-1088	0	5,668	0	0	0	0%
Staff Assistant	82-1191	0	1,912	2,060	0	(2,060)	- 100%
Code Specialist	82-1640	21,849	23,515	0	0	0	0%
Building Inspector I	82-1728	137,868	141,166	144,710	148,330	3,620	2%
Permit Technician	82-1729	48,953	50,177	51,430	52,720	1,290	2%
Building Official	82-1732	40,362	43,539	88,050	90,610	2,560	2%
Extra Help - Inspectors	82-1925	7,799	10,328	10,000	15,000	5,000	50%
Overtime	82-1945	0	1,031	300	1,000	700	233%
F.I.C.A.	82-1950	19,943	21,275	23,830	24,710	880	3%
Retirement	82-1955	24,161	33,271	44,940	44,020	(920)	- 2%
Retirement Bond Payment	82-1958	21,000	18,500	0	0	0	0%
Medical/Dental Ins	82-1960	74,662	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	70,393	76,830	72,390	(4,440)	- 5%
Dental Insurance	82-1965	0	6,063	7,190	6,240	(950)	- 13%
HSA Contribution	82-1966	0	0	2,300	2,150	(150)	- 6%
Benefits Admin Fees	82-1967	0	104	90	100	10	11%
Life Insurance	82-1970	393	390	320	320	0	0%
Salary Continuation Insur	82-1972	411	404	320	320	0	0%
S.A.I.F.	82-1975	2,904	2,490	2,950	2,800	(150)	- 5%
Unemployment	82-1980	1,649	3,339	2,800	3,230	430	15%
Personnel Services	82-1985	0	0	0	15,000	15,000	100%
Personnel Services Totals:		414,827	443,198	473,040	494,330	21,290	4%
Materials & Services							
Banking Svcs Fee	82-2002	0	48	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(51)	0	0	0	0%
Telephones	82-2070	3,028	2,690	3,200	3,500	300	9%
Insurance	82-2200	0	0	0	1,590	1,590	100%
Credit Card Fees	82-2220	5,159	507	0	0	0	0%
Membership Fees And Dues	82-2370	739	864	800	1,170	370	46%
Office Supplies	82-2410	1,209	696	1,000	1,000	0	0%
Books And Periodicals	82-2413	37	543	1,500	4,000	2,500	166%
Postage And Freight	82-2419	1,298	1,017	1,000	1,100	100	10%
Printing And Reproduction	82-2425	1,203	1,513	2,010	2,100	90	4%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
LAN Equipment	82-2455	1,092	1,092	1,100	3,100	2,000	181%
Legal Services	82-2469	0	0	0	1,000	1,000	100%
Contractual Services	82-2471	4,745	845	0	6,000	6,000	100%
Advertising	82-2605	0	0	0	1,000	1,000	100%
Small Tools And Instrum.	82-2710	211	72	200	300	100	50%
Fuel	82-2852	6,313	6,077	6,500	6,500	0	0%

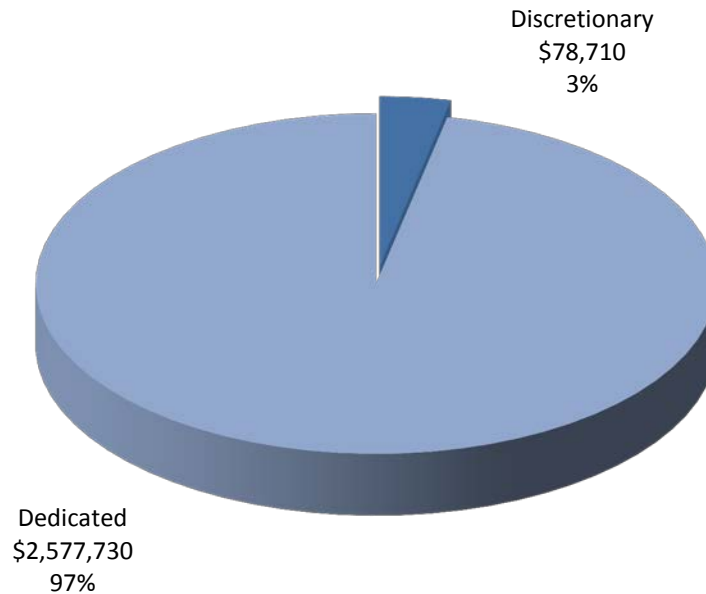
Vehicle Maintenance & Use	82-2923	3,815	2,381	4,000	4,000	0	0%
Education And Training	82-2928	44	1,269	2,100	4,150	2,050	97%
Reimbursed Travel Expense	82-2930	588	340	1,400	9,150	7,750	553%
Refunds and Returns	82-3204	365	1,840	1,000	1,000	0	0%
Indirect Cost Allocation	82-3210	51,300	59,000	60,000	60,000	0	0%
Materials & Services Totals:		81,148	80,745	85,810	110,660	24,850	28%
Capital Outlay							
800 Exchange Remodel	82-4095	0	0	0	0	0	0%
Office Equipment	82-4300	0	0	0	11,000	11,000	100%
Capital Outlay Totals:		0	0	0	11,000	11,000	100%
Transfers Out							
Trans To Fleet Replacement	82-8101	0	0	0	64,410	64,410	100%
Transfers Out Totals:		0	0	0	64,410	64,410	100%
Contingencies							
Approp. For Contg. - Gen.	82-9901	0	0	191,300	147,800	(43,500)	- 22%
Contingencies Totals:		0	0	191,300	147,800	(43,500)	- 22%
Total Expenditures:		495,975	523,943	750,150	828,200	78,050	1.00

Printer/Fax/Copier/Scanner

Department Priority:	2												
Location:	Building Codes												
Link to Other Project(s):	N/A												
Description:	Request to replace aging Printer/Fax/Copier/Scanner.												
Justification:	The current equipment is 8 years old, and requires a service technician regularly. The fax feature is used heavily by contractors requesting inspections and submitting permit applications. However, due to its condition, many faxes are not transmitted, or sent and received in a legible format.												
Alternatives:	Option One is to continue using the present equipment and incurring ongoing and or increased maintenance costs. Option Two is to lease equipment. This typically results in higher long term costs.												
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition												
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input checked="" type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 11,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 11,000	<table style="margin-left: auto; border-collapse: collapse;"> <tr> <td style="text-align: right;">Total</td> <td style="border-top: 1px solid black; border-bottom: 3px double black; width: 50px;"></td> </tr> <tr> <td style="text-align: right;">11,000</td> <td></td> </tr> <tr> <td style="text-align: right;">0</td> <td></td> </tr> <tr> <td style="text-align: right;">0</td> <td></td> </tr> <tr> <td style="text-align: right;">11,000</td> <td></td> </tr> </table>	Total		11,000		0		0		11,000	
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**Clatsop County Functions/Programs Budget
Culture & Recreation 2015-2016
Total \$2,656,440**



Organizational units included within this functional area in the order they appear within the budget document are:

Fair General Operation
Parks Maintenance
Parks & Land Acquisition Maintenance

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriation for each budget included in this functional area are located on the following pages in this section.

Fair General Operation

Mission Statement

The Clatsop County Fair Board will provide a financially sound, well-managed facility. Providing the general public and the local community with the space, buildings and equipment needed to engage in events that promote fun, learning and social activity, especially where children can benefit.

Department Overview

The Fair Board is created by ORS 565.210. The Board has the exclusive management of the grounds and all other property owned, leased, used or controlled by the County and devoted to the use of the County Fair and is entrusted and charged with all business management matters of the Fair. In addition, the Board has the authority to provide parking facilities for the public or to issue licenses and grant permits for the holding of any exhibition, shows, carnivals, circuses, dances, entertainment, community events or public gathering upon the fairgrounds.

Major Accomplishments

Continue to host a large number of events without any major incidents of injury or controversy.

Performance Measures

The Fairgrounds uses the total number of events days as our performance measure. This number includes set up and break down days as those days are when the majority of work by staff takes place. The number does not include the uses that are listed below -

The following community groups and clubs use the Fairgrounds for practice, events and projects

4H Archery, Dog Club and Master Gardeners

Lewis & Clark Little League

North Coast Chapter of Oregon Equine Trails Club

Wishing Tree Program

Food Basket Program

Clatsop County ATV Safety Class

Lower Columbia Remote Control Club

Clatsop Clout Shooting Club

Clatsop Counties only Disc Golf Course. A free activity for young and old.

Budget Highlights

There are no significant changes to this year's budget over last year's. The Fair Board continues to be conservative and allocates our resources in a responsible manner.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	622,815	686,378	592,620	554,670	(37,950)	- 0%
Property Taxes Current Yr	334,473	347,282	355,860	363,200	7,340	0%
Property Taxes Prior Year	30,144	19,111	15,000	15,000	0	0%
GP Reserve Revenue	1,390	1,555	1,400	1,500	100	0%
Interest On Investments	3,897	3,992	3,000	3,000	0	0%
Timber Sales	56,763	84,178	72,600	121,170	48,570	0%
Rev. Refunds & Reim.	176	7,400	200	200	0	0%
ATM Fee Revenue	1,341	1,156	1,200	1,500	300	0%
4-H Revenue	1,378	0	1,400	1,400	0	0%
Donations	0	288	0	0	0	0%
OR State Fair Distribution	48,110	50,964	50,000	50,000	0	0%
Catering/Kitchen Fees	3,418	5,715	3,000	3,200	200	0%
Nsf Check Fee	0	30	0	0	0	0%
Vending Machine Revenue	469	313	500	500	0	0%
Ticket/Gate Fees	32,051	40,595	38,000	40,000	2,000	0%
Carnival Revenue	15,702	17,063	16,500	17,000	500	0%
County Fair Revenue	7,850	6,400	7,000	7,500	500	0%
Fair Booster Buttons	5,121	4,315	4,500	3,200	(1,300)	- 0%
Parking Fees	1,208	1,640	2,200	2,200	0	0%
Camping Fees	3,970	4,815	3,000	2,800	(200)	- 0%
Fair Sponsors	1,000	0	2,500	3,000	500	0%
Food Vendor %	9,709	9,944	10,000	13,500	3,500	0%
Fair Facility Rental	62,135	61,749	60,000	60,000	0	0%
Fair Arena Signs	4,650	4,500	4,500	3,500	(1,000)	- 0%
Miscellaneous Revenue	(2)	302	1,000	500	(500)	- 0%
Insurance Loss Proceeds	0	9,854	0	0	0	0%
Transfer from Other Funds	0	0	3,490	0	(3,490)	- 1%
Total Revenue:	1,247,767	1,369,538	1,249,470	1,268,540	19,070	1%
Total Unappropriated Budget:	686,378	708,467	0	0	0	0%
Total Budgeted Resources:	561,390	661,071	1,249,470	1,268,540	19,070	1%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	103,720	109,007	115,660	121,440	5,780	5%
Personnel Benefits	70,464	77,202	67,950	69,330	1,380	2%
Material & Supplies	281,121	324,445	400,460	405,200	4,740	1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	106,085	150,417	330,000	345,000	15,000	4%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	335,400	327,570	(7,830)	- 2%
Total Expenditures:	561,390	661,071	1,249,470	1,268,540	19,070	1%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Fair Maintenance Tech	2.00	2.00	2.00	2.00	0.00	0%
General Manager	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	3.00	3.00	3.00	3.00	0.00	0%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Event Days	145	143	148	163	173	178

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Fair Maintenance Tech	82-1768	57,400	62,687	66,290	70,530	4,240	6%
General Manager	82-1771	46,320	46,320	49,370	50,910	1,540	3%
Overtime	82-1945	4,157	4,381	6,000	6,000	0	0%
F.I.C.A.	82-1950	7,936	8,323	9,200	9,750	550	5%
Retirement	82-1955	12,275	13,801	14,810	13,960	(850)	- 5%
Retirement Bond Payment	82-1958	11,500	10,000	0	0	0	0%
Medical/Dental Ins	82-1960	30,508	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	28,179	25,120	26,850	1,730	6%
Dental Insurance	82-1965	0	2,914	3,070	3,040	(30)	- 0%
HSA Contribution	82-1966	0	5,000	5,000	5,000	0	0%
Benefits Admin Fees	82-1967	0	39	40	40	0	0%
Life Insurance	82-1970	324	324	250	250	0	0%
Salary Continuation Insur	82-1972	336	329	290	300	10	3%
S.A.I.F.	82-1975	2,633	2,447	3,290	2,870	(420)	- 12%
Unemployment	82-1980	796	1,464	880	1,270	390	44%
Personnel Services Totals:		174,184	186,209	183,610	190,770	7,160	3%
Materials & Services							
Banking Svcs Fee	82-2002	0	19	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(20)	0	0	0	0%
Clothing And Uniform Exp.	82-2040	502	503	1,500	1,500	0	0%
Telephones	82-2070	3,352	2,470	2,800	2,800	0	0%
ATM Annual Fees	82-2120	0	0	100	100	0	0%
Custodial Supplies	82-2160	4,309	7,209	5,000	6,500	1,500	30%
Transient Room Tax	82-2167	269	263	300	300	0	0%
Insurance	82-2200	9,545	11,816	13,500	16,000	2,500	18%
License And Permit Fees	82-2240	860	790	800	800	0	0%
Maintenance Supplies	82-2259	656	1,059	3,000	3,000	0	0%
Maintenance - Equipment	82-2260	6,071	5,551	15,000	15,000	0	0%
General Equipment	82-2268	5,960	6,978	20,000	20,000	0	0%
Maintenance S.I.G.	82-2300	42,592	56,390	60,000	60,000	0	0%
Membership Fees And Dues	82-2370	1,795	1,975	2,000	2,000	0	0%
Animal Bedding	82-2400	320	0	700	700	0	0%
Office Supplies	82-2410	789	933	800	1,000	200	25%
Postage And Freight	82-2419	448	249	500	500	0	0%
Printing And Reproduction	82-2425	116	413	2,000	2,400	400	20%
Prof And Spec Services	82-2450	150	0	0	0	0	0%
PC Equipment	82-2455	512	512	1,000	1,000	0	0%
Tents and Frames	82-2458	817	2,384	4,000	4,000	0	0%
Contractual Services	82-2471	1,516	19,843	30,000	30,000	0	0%
Fair Judges	82-2472	1,012	1,014	1,500	1,200	(300)	- 20%
Concession Sales	82-2481	579	465	600	500	(100)	- 16%

Contractual Services-Temp Help	82-2492	36,009	32,740	38,000	35,000	(3,000)	- 7%
Advertising	82-2605	19,205	26,823	30,000	30,000	0	0%
Rents And Leases - Equip.	82-2630	2,186	2,182	4,000	4,000	0	0%
Fuel	82-2852	2,103	3,085	3,500	3,200	(300)	- 8%
Signs	82-2856	925	315	1,500	1,500	0	0%
Replacement Tools	82-2859	123	308	1,500	1,500	0	0%
Garden Supplies	82-2860	111	221	300	300	0	0%
Vehicle Maintenance & Use	82-2923	535	0	1,500	1,500	0	0%
Education And Training	82-2928	524	892	1,560	1,500	(60)	- 3%
Miscellaneous Expense	82-2929	487	228	3,000	3,000	0	0%
Reimbursed Travel Expense	82-2930	3,849	2,846	3,700	3,500	(200)	- 5%
Towing	82-2940	1,500	111	1,500	1,500	0	0%
Utilities	82-2960	36,839	42,204	45,000	45,000	0	0%
Fair Awards & Ribbons	82-3182	2,717	1,740	2,800	2,800	0	0%
Fair Premiums	82-3183	3,000	3,000	3,000	3,000	0	0%
Fair Entertainment	82-3186	48,257	51,381	55,000	55,000	0	0%
Refunds and Returns	82-3204	450	0	500	500	0	0%
County Fair Expense	82-3205	5,930	4,754	7,500	8,000	500	6%
Indirect Cost Allocation	82-3210	34,200	30,800	31,500	35,100	3,600	11%
Materials & Services Totals:		281,121	324,445	400,460	405,200	4,740	1%
Capital Outlay							
Structures & Improvements	82-4100	66,593	64,822	240,000	240,000	0	0%
Buildings	82-4108	0	9,908	60,000	75,000	15,000	25%
Miscellaneous Equipment	82-4900	39,492	75,687	30,000	30,000	0	0%
Capital Outlay Totals:		106,085	150,417	330,000	345,000	15,000	4%
Debt Service							
Loan Payment	82-3198	0	0	0	0	0	0%
Debt Service Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	335,400	327,570	(7,830)	- 2%
Contingencies Totals:		0	0	335,400	327,570	(7,830)	- 2%
Total Expenditures:		561,390	661,071	1,249,470	1,268,540	19,070	1.00

Arena Ceiling

Department Priority:	1										
Location:	Clatsop County Fairgrounds										
Link to Other Project(s):											
Description:	Replace insulation and fix leaks in the ceiling/roof of the arena and exhibit hall										
Justification:	<p>The ceiling insulation in the arena is coming loose and showing its age. It needs to be replaced. The roof has leaks which are hard to find and needs to be repaired.</p> <p>This project is a carry over from last year but is the number 1 priority for this year.</p>										
Alternatives:	There are none. We cannot continue to let it erode.										
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition										
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 0 Installation Fee: 75,000 Trade in Credit: 0 <hr/> Net Cost: 75,000	<table style="width: 100%;"> <tr> <td style="text-align: right;">Total</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">75,000</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">75,000</td> </tr> <tr> <td style="text-align: right;">0</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">75,000</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">75,000</td> </tr> </table>	Total	0	75,000	75,000	0	0	75,000	75,000
Total	0										
75,000	75,000										
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75,000	75,000										

Pedestrian Bridge

Department Priority:	2										
Location:	Fairgrounds										
Link to Other Project(s):											
Description:	Pedestrian Bridge Repairs										
Justification:	Our Pedestrian Bridge is being inspected in April. We do not know what if any issues will be found but we want to budget for repairs if needed.										
Alternatives:	It's a matter of public safety. Repairs must be done if needed.										
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition										
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 0 Installation Fee: 50,000 Trade in Credit: 0 <hr/> Net Cost: 50,000	<table style="width: 100%;"> <tr> <td style="text-align: right;">Total</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">50,000</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> <tr> <td style="text-align: right;">0</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">50,000</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> </table>	Total	0	50,000	50,000	0	0	50,000	50,000
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Scissor Lift

Department Priority:	3							
Location:	Fairgrounds							
Link to Other Project(s):								
Description:	Purchase a scissor lift (new or used)							
Justification:	We have gutters, trees, lights and other infrastructure that cannot be safely maintained from a ladder. Having a lift would be an added asset for the maintenance staff. Renting a lift is expensive and not convenient or possibly available when needed.							
Alternatives:	Continue to rent a lift several times a year							
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 15,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 15,000	<table border="1"> <thead> <tr> <th>Total</th> </tr> </thead> <tbody> <tr> <td>15,000</td> </tr> <tr> <td>0</td> </tr> <tr> <td>0</td> </tr> <tr> <td>15,000</td> </tr> </tbody> </table>	Total	15,000	0	0	15,000
Total								
15,000								
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15,000								

Farmhouse

Department Priority:	4							
Location:	Fairgrounds							
Link to Other Project(s):								
Description:	Remodel Interior of Old Farmhouse							
Justification:	The Old Farmhouse on the grounds is not in usable condition. We have maintained the exterior and it has good bones but needs a full gut and remodel of the interior to make it a usable, useful building on the grounds.							
Alternatives:	Continue to let it remain unused.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 0 Installation Fee: 100,000 Trade in Credit: 0 Net Cost: 100,000	<table border="1"> <thead> <tr> <th>Total</th> </tr> </thead> <tbody> <tr> <td>0</td> </tr> <tr> <td>100,000</td> </tr> <tr> <td>0</td> </tr> <tr> <td>100,000</td> </tr> </tbody> </table>	Total	0	100,000	0	100,000
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100,000								

Emergency Needs

Department Priority:	5		
Location:	Fairgrounds		
Link to Other Project(s):			
Description:	Emergency for unforeseen needs		
Justification:	Since the Fairgrounds is a public events space we need to have the flexibility to repair or replace items that could compromise public safety		
Alternatives:	None		
Request Type:	Replacement Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 60,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 60,000	Total 60,000 0 0 60,000

Arena Heaters

Department Priority:	5		
Location:	Fairgrounds		
Link to Other Project(s):			
Description:	Replace Arena Heaters		
Justification:	The heaters in the arena are the original units that were put in place when the arena was built 20 years ago. They do not work. There are better more cost efficient units on the market and we should take advantage of possible rebates from the Energy Trust to replace the old units.		
Alternatives:	Stay with the old units.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 3 Unit Cost: 12,000 Installation Fee: 3,000 Trade in Credit: 0 Net Cost: 15,000	Total 36,000 9,000 0 45,000

Parks Maintenance

Mission Statement

The Parks Department mission is to maintain, manage, and improve the county's parks and recreational resources at an acceptable level, and provide safe, quality service and an enjoyable park environment to users of the County Parks system.

Department Overview

Parks Maintenance staff are responsible for Parks administration, maintenance, and planned improvements for twelve County parks or recreation sites, totaling 573 acres. These park sites provide access to an array of natural resources that range from fresh water access for fishing and water skiing to old growth forest sites. Year round camp hosts are provided at Cullaby Lake Park for caretaker services and fee collection. Clatsop County uses the Sheriff's work crew to help provide maintenance and cleanup at the parks. We also have an adopt-a-park program allowing community members to be involved in maintenance of their parks.

Major Accomplishments

In FY 2014/15 we completed the dock replacement project at John Day County Park with the assistance of grant funds from the Oregon State Marine Board and Federal Sport Fishing Restoration Fund. Clatsop County parks received at total of \$97,440 in grant funds to complete the \$131,498 dock replacement project. The parks department completed the first phase of repairs to the Klookchy Creek Bridge and is working towards the second phase of the repairs. Completed the 27 acre land donation of the Westport boat ramp property from Georgia-Pacific.

Performance Measures

We anticipate the number of daily park passes sold for FY 15-16 to remain the same as FY 14-15. The John Day County park pass numbers will remain low for another year due to the closure of the sturgeon season on the Columbia River. The Shelter reservations have been on the rise over the past few years and in FY14-15 we had 82 shelter reservations; we anticipate a similar number this FY.

Budget Highlights

The requested FY 15-16 budget for the Personnel Services section has no increase in staffing levels and has an increase of \$3,730. This increase is due to the projected COLA increase in July of 2015. The Materials and Supplies section has a slight increase of \$200 dollars; this increase was transferred from the decreased amount in the Special Payments section of the budget. Other than this \$200 increase the Materials and Supplies budgeted amount remains the same as the FY 14-15 budget.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Other Permit Fees	0	0	0	0	0	0%
Rv Parks Fees	24,453	25,342	24,110	27,150	3,040	0%
St. - Marine Gas Tax	13,710	14,310	14,310	12,290	(2,020)	- 0%
EMPG	0	0	0	0	0	0%
Parks Reservations	2,090	3,150	2,200	2,450	250	0%
Kloutchy Creek Park Fees	0	0	0	0	0	0%
Carnahan Park Fees	521	603	500	950	450	0%
Cullaby Lake Fees	15,215	15,039	13,800	23,000	9,200	0%
JohnDay Boat Ramp Fees	8,429	6,462	5,500	13,000	7,500	1%
Annual Parks Pass Fees	3,730	4,250	3,000	5,400	2,400	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	149	76	0	0	0	0%
Transfer from Parks & Land Acq	45,000	45,000	45,000	45,000	0	0%
General Fund Support	84,862	91,695	92,910	78,710	(14,200)	- 15%
Total Revenue:	198,158	205,928	201,330	207,950	6,620	3%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	85,440	89,820	89,980	94,280	4,300	4%
Personnel Benefits	64,562	66,294	63,740	63,210	(530)	- 0%
Material & Supplies	47,952	49,728	47,310	50,360	3,050	6%
Special Payments	204	87	300	100	(200)	- 66%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	198,158	205,928	201,330	207,950	6,620	3%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Works Director	0.05	0.05	0.07	0.05	(0.02)	- 28%
Staff Assistant	0.15	0.15	0.15	0.15	0.00	0%
Natural Resource Mgr	0.50	0.50	0.50	0.50	0.00	0%
Park Ranger	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	1.70	1.70	1.72	1.70	(0.02)	- 1%

Measures

Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Daily Park passes sold	Count	9,810	8,546	9,000	7,000	10,000	10,000
Picnic Shelter reservations	Count	61	70	65	81	82	75
Hours in participation of park volunteers	Count	239	100	84	216	100	300

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Works Director	82-1088	5,540	6,472	3,210	4,500	1,290	40%
Park Foreman	82-1152	0	0	0	0	0	0%
Staff Assistant	82-1191	6,243	6,151	6,560	6,720	160	2%
Natural Resource Mgr	82-1620	33,219	35,752	37,910	39,700	1,790	4%
Park Ranger	82-1898	40,439	41,445	42,300	43,360	1,060	2%
Extra Help	82-1941	10,440	10,530	14,000	14,000	0	0%
Overtime	82-1945	87	0	0	0	0	0%
F.I.C.A.	82-1950	7,110	7,444	7,950	8,280	330	4%
Retirement	82-1955	10,635	11,042	11,150	10,810	(340)	- 3%
Retirement Bond Payment	82-1958	8,200	7,100	0	0	0	0%
Medical/Dental Ins	82-1960	25,041	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	23,944	24,530	23,870	(660)	- 2%
Dental Insurance	82-1965	0	2,839	2,730	2,660	(70)	- 2%
HSA Contribution	82-1966	0	100	50	100	50	100%
Benefits Admin Fees	82-1967	0	31	30	30	0	0%
Life Insurance	82-1970	148	148	140	140	0	0%
Salary Continuation Insur	82-1972	192	199	200	200	0	0%
S.A.I.F.	82-1975	2,088	1,781	2,020	2,040	20	0%
Unemployment	82-1980	620	1,137	940	1,080	140	14%
Personnel Services Totals:		150,002	156,113	153,720	157,490	3,770	2%
Materials & Services							
Uniform Cleaning	82-2041	192	269	600	500	(100)	- 16%
Telephones	82-2070	694	769	900	900	0	0%
Custodial Supplies-Parks	82-2159	1,334	1,321	1,200	1,200	0	0%
Credit Card Fees	82-2220	0	0	0	850	850	100%
License And Permit Fees	82-2240	0	0	0	0	0	0%
Maintenance Supplies	82-2259	166	0	0	0	0	0%
Maintenance - Equipment	82-2260	4,616	3,094	2,000	2,500	500	25%
Maint Equip-Cullaby	82-2281	0	121	0	0	0	0%
Maint Equip-John Day	82-2282	0	0	0	0	0	0%
Employee Drug Screen	82-2302	0	35	0	100	100	100%
Parks Maint. S.I.G.	82-2323	2,242	3,072	2,000	1,800	(200)	- 10%
Maint SIG-Cullaby	82-2325	3,181	2,812	3,000	3,000	0	0%
Maint SIG-John Day	82-2326	968	1,946	1,500	1,500	0	0%
Maint SIG-Westport	82-2327	0	987	500	1,500	1,000	200%
Membership Fees And Dues	82-2370	100	100	100	100	0	0%
Office Supplies	82-2410	53	1,203	200	200	0	0%
Postage And Freight	82-2419	230	368	200	200	0	0%
Printing And Reproduction	82-2425	170	416	100	100	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Contractual Serv-Cullaby	82-2488	3,600	3,600	3,600	3,600	0	0%

Contractual Serv-John Day	82-2489	0	0	0	0	0	0%
Contractual Serv-Westport	82-2490	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	143	0	0	0	0%
Fuel	82-2852	7,275	7,320	6,500	7,000	500	7%
Vehicle Maintenance & Use	82-2923	1,942	692	4,000	4,000	0	0%
Education And Training	82-2928	285	0	500	500	0	0%
Reimbursed Travel Expense	82-2930	480	0	400	400	0	0%
Sani-cans Cullaby	82-2952	80	0	0	0	0	0%
Sani-cans John Day	82-2953	0	0	0	0	0	0%
Sani-cans Westport	82-2954	960	1,040	1,200	1,200	0	0%
Pumping Sani-cans	82-2956	4,466	3,896	4,000	4,000	0	0%
Road Department Services	82-2959	0	400	1,000	1,000	0	0%
Utilities-Parks	82-2970	199	0	0	0	0	0%
Utilities-Cullaby	82-2974	7,697	8,261	7,000	7,100	100	1%
Utilities-John Day	82-2975	5,240	5,351	4,800	5,100	300	6%
Utilities-Kloutchie Creek	82-2976	1,718	2,467	1,810	1,810	0	0%
Refunds and Returns	82-3204	63	47	200	200	0	0%
Materials & Services Totals:		47,952	49,728	47,310	50,360	3,050	6%
Special Payments							
Property Taxes	82-3800	204	87	300	100	(200)	- 66%
Special Payments Totals:		204	87	300	100	(200)	- 66%
Total Expenditures:		198,158	205,928	201,330	207,950	6,620	1.00

Parks & Land Acq. Maint

Mission Statement

This fund serves as a caretaker for the proceeds from the sale of County park land and donations. This fund is used for capital improvements and grant projects within the County parks system.

Department Overview

The resources of this fund at this time are entirely from the sale of Sunset Beach property and the Delaura Beach property to the State Parks Department. The Sunset Beach property is used for Lewis and Clark Fort to Sea Trail which starts at Fort Clatsop and ends at the Sunset Beach property. The Delaura beach property was sold to State Parks for expansion of Fort Stevens State Park. This money is dedicated to develop and operate the County Parks system.

Major Accomplishments

Parks accomplishments and performance measures are tracked in the General Fund Parks budget 001-1795

Budget Highlights

The requested budget for FY 15/16 provides a total of \$50,000 in Professional and Special Services for this budget period. This money will be used for consultant services involved with the development of the Westport property. This Budget also provides \$175,000 allocated in line item 82-4100 Structure & Improvements for various capital improvement projects that are outlined in our 2006 Parks Master Plan. These projects range from the Westport Park development, Cullaby Lake shelter roof replacement, and repairing the ODOT Bridge report deficiencies on the Klootchey Creek Park Bridge.

We have also allocated \$110,000 in line item 82-2129 for unallocated projects. This money will be used for the ongoing updating and installation of new park entrance signs and informational interpretive signs and any potential grant or improvement projects that are identified in our Parks Master Plan that may present potential during the year. This budget also has the annual transfer of \$45,000 to the 1795 Park Maintenance fund to help support the parks operational budget.

In September of 2014 we used funds from this fund to purchase a new fee collection station for John Day Park. The previous machine was broken into and heavily damaged beyond repair. This new collection station only accepts credit/debit cards eliminating the need to maintain cash in the machine, hence eliminating the temptation of break-ins due to no cash in the machine.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	1,519,485	1,350,541	1,218,700	1,132,950	(85,750)	- 0%
Licenses & Permits	0	240	0	0	0	0%
Interest On Investments	8,058	6,954	8,000	7,000	(1,000)	- 0%
State Support	0	0	86,250	40,000	(46,250)	- 0%
EMPG	0	0	0	0	0	0%
Sale of Park Timber	0	0	0	0	0	0%
Sale of Park Land	0	0	0	0	0	0%
John Day Boat Ramp Grant	0	0	0	0	0	0%
Donations	350	450	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	1,527,893	1,358,184	1,312,950	1,179,950	(133,000)	- 10%
Total Unappropriated Budget:	1,350,541	1,240,667	0	0	0	0%
Total Budgeted Resources:	177,352	117,517	1,312,950	1,179,950	(133,000)	- 10%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	17,149	5,150	161,000	160,900	(100)	- 0%
Special Payments	26,258	12,874	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	88,946	54,493	416,250	175,000	(241,250)	- 57%
Transfer Out	45,000	45,000	45,000	45,000	0	0%
Contingency	0	0	690,700	799,050	108,350	15%
Total Expenditures:	177,352	117,517	1,312,950	1,179,950	(133,000)	- 10%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Unapportioned Projects	82-2129	0	0	110,000	110,000	0	0%
Maintenance S.I.G.	82-2300	0	0	0	0	0	0%
Prof And Spec Services	82-2450	0	4,250	50,000	50,000	0	0%
Contractual Services	82-2471	16,649	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	500	900	1,000	900	(100)	- 10%
Materials & Services Totals:		17,149	5,150	161,000	160,900	(100)	- 0%
Special Payments							
Unallocated Projects	82-3129	26,258	12,874	0	0	0	0%
Special Payments Totals:		26,258	12,874	0	0	0	0%
Capital Outlay							
Structures & Improvements	82-4100	88,946	48,113	416,250	175,000	(241,250)	- 57%
Miscellaneous Equipment	82-4900	0	6,380	0	0	0	0%
Capital Outlay Totals:		88,946	54,493	416,250	175,000	(241,250)	- 57%
Transfers Out							
Transfer To General Fund	82-8001	45,000	45,000	45,000	45,000	0	0%
Transfers Out Totals:		45,000	45,000	45,000	45,000	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	690,700	799,050	108,350	15%
Contingencies Totals:		0	0	690,700	799,050	108,350	15%
Total Expenditures:		177,352	117,517	1,312,950	1,179,950	(133,000)	1.00

Westport Clean up and Park Development

Department Priority:	1							
Location:	Parks Department							
Link to Other Project(s):	Westport Park Consultant Services							
Description:	With the recent property donation of the Westport Boat Ramp property from Georgia Pacific we have started working towards improving the site. The parks department is currently working with the Oregon State Marine Board to develop a new boat ramp, parking lot, and restroom facilities at this site. There are several projects that need funding to continue the development process such as zone changes for the property, storm water run off studies, and the clean up of dump sites on the property. These funds will be allocated for the development of this new park site.							
Justification:	This project is listed as a high priority with the Oregon State Marine Board and the County Parks Master Plan.							
Alternatives:								
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 50,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 50,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> </table>	Total	50,000	0	0	50,000
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Cullaby Lake Shelter Roof Replacement

Department Priority:	2							
Location:	Parks Department							
Link to Other Project(s):	n/a							
Description:	The roof on both the north and south picnic shelters at Cullaby Lake Park are in need of replacement. The shelter roofs are a cedar shake construction and are nearing the end of serviceable life. The roofs have multiple leaks and many areas are too far gone to repair. The shelters were built in the 1970's and are past the stage of doing small repairs. The plan is to remove the roofs and install a new plywood roof and standing seam metal roofs. We will look for grant matching funds for this project through the Oregon State Parks grant programs.							
Justification:	These shelters provide a large amount of income to the parks program and serve as a vital part of the Cullaby Lake Park attraction							
Alternatives:								
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 50,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 50,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> </table>	Total	50,000	0	0	50,000
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Klootch Creek Bridge Repairs

Department Priority:	3							
Location:	Parks Department							
Link to Other Project(s):	n/a							
Description:	The Klootch Creek Bridge has been identified by the ODOT Bridge inspection report that it is in need of repairs. These funds will help conduct the repairs that are needed to keep the bridge operational. We began and completed the first phase of this project in the fall of 2014. The second phase of this project is to conduct the needed repairs to the underside of the bridge and the pedestrian walkway.							
Justification:	This project is listed as a must repair by ODOT safety inspections							
Alternatives:	none							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 75,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 75,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">75,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">75,000</td> </tr> </table>	Total	75,000	0	0	75,000
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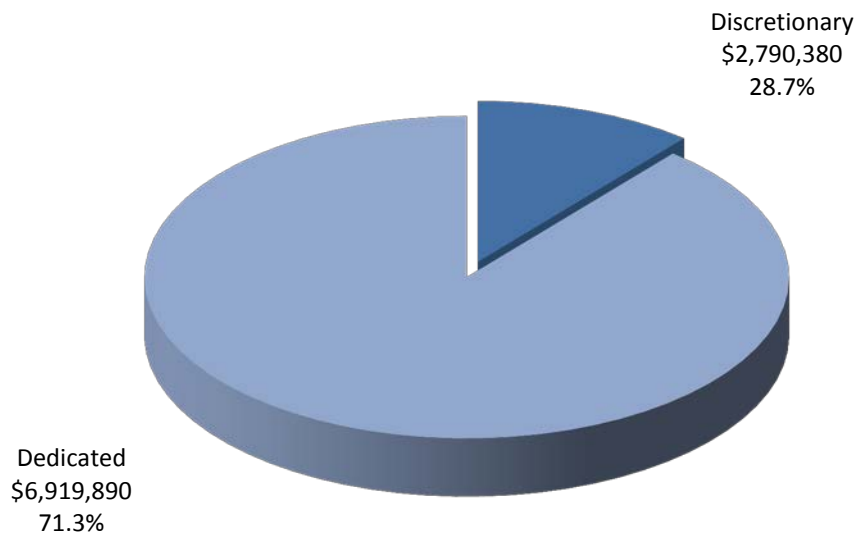
Westport Park -Consultant Services

Department Priority:	4							
Location:	Parks Department							
Link to Other Project(s):	Westport Park Clean-up & Park Development							
Description:	With the donation of the Westport property we will allocate \$50,000 for hiring any needed consultants to assist with developing abatement plans that may be needed if we encounter any potential hazardous substances while developing this park site.							
Justification:								
Alternatives:								
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 50,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 50,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> </table>	Total	50,000	0	0	50,000
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Unapportioned Projects

Department Priority:	6							
Location:	Parks Department							
Link to Other Project(s):	n/a							
Description:	<p>The parks department would like to allocate \$100,000 dollars from the Parks, Land Acquisition and Maintenance Fund for grant projects and other maintenance projects during the next fiscal year. There are several grant projects that are identified in the parks master plan and Stewardship Plan that need more research before submission of grant packages. This money will also help fund maintenance projects that are outlined in our Master Plan that present themselves during the year.</p>							
Justification:	These projects are identified in the Parks Master Plan							
Alternatives:								
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 110,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 110,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">110,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">110,000</td> </tr> </table>	Total	110,000	0	0	110,000
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**Clatsop County Functions/Programs Budget
Economic Development & Capital 2015-2016
Total \$9,710,270**



Organizational units included within this functional area in the order they appear within the budget document are:

County Tourism
Clatsop County Fisheries
Video Lottery
Industrial Revolving

Special Projects
Fleet Replacement
Equipment Replacement

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriation for each budget included in this functional area are located on the following pages in this section.

County Tourism

Department Overview

This Org Unit was created as a result of County Ordinance 2014-14 which amends Clatsop County Code 3.16.020 to increase the County's Transient Room Tax by 2.5% for a total tax rate of 9.5%. Per Clatsop County Code 3.16.190; the distribution of the 9.5% room tax rate for promoting tourism within Clatsop County is to be 18.42%, and it is to be distributed at the direction of the Board of County Commissioner's.

Budget Highlights

This org unit will only expend an equal amount of revenues received, there will be no additional General Fund dollars contributed to this org unit beyond the amount collected and distributed per Clatsop County Code 3.16.190.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Room Tax	0	0	0	15,000	15,000	0%
General Fund Support	0	0	0	0	0	0%
Total Revenue:	0	0	0	15,000	15,000	0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	15,000	15,000	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	0	0	0	15,000	15,000	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Printing And Reproduction	82-2425	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	15,000	15,000	100%
Materials & Services Totals:		0	0	0	15,000	15,000	100%
Total Expenditures:		0	0	0	15,000	15,000	1.00

Clatsop County Fisheries

Mission Statement

Clatsop County Fisheries Project rears and releases adult salmon in Select Area fishery sites as an enhancement to the Columbia River commercial and sport fisheries.

Department Overview

Clatsop County Fisheries collaborates with state and federal agencies to rear and release salmon smolts for harvest as adults in the Select areas of Oregon and Washington, and in off-site locations where those fish migrate, such as ocean sport and commercial fisheries and Buoy 10. It operates one hatchery and three net-pen sites to maintain the infrastructure and equipment to support its annual production programs. All programs are funded by grants and fishermen/processor contributions. This program does not receive any funding from Clatsop County.

Major Accomplishments

Major accomplishments for FY 14-15 were to rear and release 4.51 million salmon smolts at Blind Slough, South Fork Hatchery, Tongue Point, and Youngs Bay. We also received 1.1 million additional Coho and spring Chinook acclimation fish as part of the governor's redistribution plan. In the fall of 2014, we received an Oregon Dept. of Fish and Wildlife Fish Restoration and Enhancement Program (R & E) grant in the amount of \$14,600 to fabricate and install an Adult Salmon Hoist/Basket System at our South Fork Hatchery. This was a much needed safety improvement that replaced the need to hand lift adult salmon out of the holding pond during spawning operations.

Performance Measures

Our FY15-16 goals will be to apply for an R & E grant for replacement of the rearing pond outlet piping and water control structure at the South Fork hatchery site. Workload measures' goals are to receive and rear 1.55 million spring Chinook at three locations, receive and rear 2.61 million Coho at four locations and incubate 1.55 million SAB fall Chinook eggs at our South Fork Hatchery site.

Budget Highlights

The 2015/16 budget for Clatsop County Fisheries (CCF) is slightly increased overall. Funds to be requested from the Bonneville Power Administration (BPA) is slightly higher due to COLAs, and increased moorage and food costs. However, these BPA funds will probably come in at a lesser amount due to an approved 5 year funding proposal that only allows a 0.9% increase each year. In recent funding years, the funding has been flat. The approved funding is the total SAFE project that includes three entities (ODFW, WDFW and CCF). In June, these three entities will go through a budget exercise that determines each program's needs and divides the total SAFE funds. If CCF does not receive the amount estimated in this budget, then the shortfall will need to be covered with the fisheries contributions in the Special Projects line item. Over recent years, more and more items have been shifted out of the BPA budget to the fishermen's assessment funds. Specific changes are noted:

- 1) Contingencies increase is a result of cost saving. These funds keep the program fluid during the period of grant expenditures and reimbursement.
- 2) Personnel Services included a 2.5% COLA.
- 3) The fishermen's assessment revenue estimate is still lower than in past years because we have not been receiving contributions from the area's major processor.
- 4) Feed costs are increased overall to reflect a 10% projected cost increase. Food prices are subject to changes twice per year, on January 1 and July 1.
- 5) Moorage reflects a 3% annual increase by Oregon Division of State Lands.
- 6) Special Projects is contingent on 100% of grant overhead received with a possible balance after all overhead costs are paid. The 2014 fisheries contributions allowed for additional funds (\$20,000) here for the possibility of unanticipated needs (BPA shortfall, net pen structure failure, equipment breakdowns, unexpected fish food increases.
- 7) Indirect Cost Allocation reflects this fund's costs as calculated by Budget and Finance.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	239,201	220,320	214,680	280,720	66,040	0%
Bond & UAL Reserve - CEDC Fish	0	0	0	0	0	0%
Interest On Investments	849	1,031	800	800	0	0%
St. - Fish And Wildlife	237,361	233,831	254,160	230,720	(23,440)	- 0%
St-restoration & Enhance	140,024	0	75,000	75,000	0	0%
USDA - NRCS	0	0	0	0	0	0%
Bpa/odfw/crtfr	470,206	475,870	499,700	493,630	(6,070)	- 0%
ODF&W Sample Contract	18,234	18,594	19,940	19,990	50	0%
EMPG	0	0	0	0	0	0%
Fisheries Contributions	31,835	61,110	75,000	75,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	116	350	400	400	0	0%
Miscellaneous Revenue	107	0	0	0	0	0%
Insurance Loss Proceeds	1,324	8,000	0	0	0	0%
Transfer from Other Funds	0	0	10,810	0	(10,810)	- 1%
Transfer from Bond Reserve Fun	8,100	13,400	90	0	(90)	- 1%
Total Revenue:	1,147,356	1,032,507	1,150,580	1,176,260	25,680	2%
Total Unappropriated Budget:	220,320	228,343	0	0	0	0%
Total Budgeted Resources:	927,036	804,164	1,150,580	1,176,260	25,680	2%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	328,681	335,205	342,200	353,230	11,030	3%
Personnel Benefits	230,116	229,942	210,650	213,260	2,610	1%
Material & Supplies	368,239	239,016	364,760	352,140	(12,620)	- 3%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	232,970	257,630	24,660	10%
Total Expenditures:	927,036	804,164	1,150,580	1,176,260	25,680	2%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Public Works Director	0.05	0.05	0.07	0.05	(0.02)	- 28%
Staff Assistant	1.04	0.85	0.85	0.85	0.00	0%
Fisheries Project Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Fisheries Biologist	1.00	1.00	1.00	1.00	0.00	0%
Biological Aide	3.00	3.00	3.00	3.00	0.00	0%
Natural Resource Mgr	0.50	0.50	0.50	0.50	0.00	0%
Total Personnel:	6.59	6.40	6.42	6.40	(0.02)	- 0%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Spring Chinook pre-smolts received and reared at three location		1,100,000	1,450,000	1,550,000	1,550,000	1,550,000
Coho fingerlings/pre-smolts received and reared at four locations		2,135,000	2,011,670	2,690,000	2,615,000	2,615,000
SAB fall Chinook eggs incubated at South Fork Hatchery		1,450,000	1,358,040	1,548,160	1,550,000	1,550,000

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Public Works Director	82-1088	5,540	6,472	3,210	4,500	1,290	40%
Staff Assistant	82-1191	38,091	34,854	37,170	38,100	930	2%
Fisheries Project Supervisor	82-1601	66,004	67,654	68,670	70,820	2,150	3%
Fisheries Biologist	82-1610	48,177	49,382	50,620	51,880	1,260	2%
Biological Aide	82-1612	137,650	141,092	144,620	148,230	3,610	2%
Natural Resource Mgr	82-1620	33,219	35,752	37,910	39,700	1,790	4%
Extra Help	82-1941	9,984	12,467	13,650	13,650	0	0%
Overtime	82-1945	0	0	1,500	1,500	0	0%
F.I.C.A.	82-1950	24,870	25,494	27,340	28,180	840	3%
Retirement	82-1955	50,382	51,631	53,540	61,140	7,600	14%
Retirement Bond Payment	82-1958	32,000	26,900	0	0	0	0%
Medical/Dental Ins	82-1960	100,471	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	87,743	88,570	83,150	(5,420)	- 6%
Dental Insurance	82-1965	0	9,200	9,210	8,650	(560)	- 6%
HSA Contribution	82-1966	0	2,100	2,050	2,100	50	2%
Benefits Admin Fees	82-1967	0	120	110	120	10	9%
Life Insurance	82-1970	553	539	530	530	0	0%
Salary Continuation Insur	82-1972	671	668	670	680	10	1%
S.A.I.F.	82-1975	9,410	9,245	10,260	9,880	(380)	- 3%
Unemployment	82-1980	1,774	3,835	3,220	3,680	460	14%
Personnel Services Totals:		558,797	565,147	552,850	566,490	13,640	2%
Materials & Services							
Banking Svcs Fee	82-2002	0	67	200	0	(200)	- 100%
Banking Svcs Credit Adj.	82-2003	0	(72)	(220)	0	220	- 100%
Clothing And Uniform Exp.	82-2040	835	1,047	1,100	1,100	0	0%
Telephones	82-2070	3,671	3,057	2,500	2,500	0	0%
Food	82-2130	99,454	113,003	118,660	130,530	11,870	10%
Field Supplies	82-2165	6,318	8,046	9,200	9,200	0	0%
Insurance	82-2200	2,555	3,269	3,730	3,730	0	0%
License And Permit Fees	82-2240	3,197	3,089	3,230	3,550	320	9%
Maintenance - Equipment	82-2260	1,979	993	2,500	2,500	0	0%
Maintenance S.I.G.	82-2300	24,449	14,371	17,900	12,900	(5,000)	- 27%
Employee Drug Screen	82-2302	0	35	0	70	70	100%
Membership Fees And Dues	82-2370	105	105	130	130	0	0%
Office Supplies	82-2410	605	623	700	700	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	302	478	700	700	0	0%
Printing And Reproduction	82-2425	736	752	700	700	0	0%
LAN Equipment	82-2455	512	512	520	520	0	0%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	147,410	5,005	85,000	91,000	6,000	7%

Administrative Costs	82-2473	0	400	400	400	0	0%
Rents And Leases - Equip.	82-2630	7,609	7,909	8,600	8,240	(360)	- 4%
Rts. & Lea. - S., I. & G.	82-2670	3,480	3,480	3,480	3,480	0	0%
Laboratory Services	82-2745	0	0	0	0	0	0%
Meetings/ Hosting	82-2750	0	0	300	300	0	0%
Promotions	82-2756	0	0	0	0	0	0%
Special Projects	82-2881	716	6,129	20,000	20,000	0	0%
Vehicle Maintenance & Use	82-2923	6,486	5,793	8,080	8,780	700	8%
Moorage	82-2924	8,124	8,283	8,550	8,810	260	3%
Education And Training	82-2928	0	0	700	700	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	59	402	2,000	2,000	0	0%
Indirect Cost Allocation	82-3210	37,800	40,600	42,000	39,500	(2,500)	- 5%
Contract Tagging	82-3546	11,838	11,641	24,000	0	(24,000)	- 100%
Materials & Services Totals:		368,239	239,016	364,760	352,140	(12,620)	- 3%
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Debt Service							
Loan Payment	82-3198	0	0	0	0	0	0%
Debt Service Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	232,970	257,630	24,660	10%
Contingencies Totals:		0	0	232,970	257,630	24,660	10%
Total Expenditures:		927,036	804,164	1,150,580	1,176,260	25,680	1.00

Video Lottery

Department Overview

The monies are Clatsop County's share of the Oregon Lottery proceeds, which are to be used for economic development activities in accordance with ORS 461.547. Currently Clatsop County uses the monies to fund the development related activities of the Community Development Department, and the not-for-profit Clatsop Economic Development Resources (CEDR).

Major Accomplishments

The county continues to support Clatsop Economic Development Resources (CEDR) and their economic development efforts.

The county partnered with the cities of Astoria and Warrenton, and the Port of Astoria, to hire a third party expert to review FEMA's flood model for the lower Columbia estuary.

Budget Highlights

FUNDING SOURCES:

The Proposed Budget assume that the Beginning Fund Balance will be \$0. However, it is likely that there will be funds remaining.

The Video Lottery Fund allocation is an estimate based on the expectation that the fund will increase slightly due to the improving economy.

EXPENDITURES:

Materials & Supplies includes an additional \$5,000 that was moved from the Special Payments line item through an adjusted appropriation during the current fiscal year. The funds are intended to be used as start up costs for the Arts Council.

Special Payments includes a reduction of \$5,000 due to the abovementioned adjusted appropriation, as well as a reduction of \$7,000 that was earmarked as the county's contribution toward a regional partnership to fund a FEMA flood study review. Of the remaining \$78,000 in this line item, \$60,000 is earmarked for CEDR and \$18,000 remains in the US 101 Flood Project.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	64,493	95,087	38,920	0	(38,920)	- 1%
Georgia Pacific	0	0	0	0	0	0%
Interest On Investments	382	327	1,000	150	(850)	- 0%
St-video Lottery Proceeds	303,631	279,301	296,000	300,000	4,000	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Loan Proceeds	0	0	0	0	0	0%
Transfer From General	0	0	0	0	0	0%
Total Revenue:	368,506	374,715	335,920	300,150	(35,770)	- 10%
Total Unappropriated Budget:	95,087	38,148	0	0	0	0%
Total Budgeted Resources:	273,419	336,566	335,920	300,150	(35,770)	- 10%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	12,819	12,566	12,130	17,200	5,070	41%
Special Payments	40,000	110,000	90,000	88,000	(2,000)	- 2%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	220,600	214,000	233,790	194,950	(38,840)	- 16%
Contingency	0	0	0	0	0	0%
Total Expenditures:	273,419	336,566	335,920	300,150	(35,770)	- 10%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Maintenance Supplies	82-2259	0	0	0	5,000	5,000	100%
Membership Fees And Dues	82-2370	11,819	11,866	11,530	11,600	70	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Advertising	82-2605	0	0	0	0	0	0%
Rents And Leases - Equip.	82-2630	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	1,000	700	600	600	0	0%
Materials & Services Totals:		12,819	12,566	12,130	17,200	5,070	41%
Special Payments							
Economic Development	82-3009	40,000	60,000	65,000	70,000	5,000	7%
Measure 37	82-3192	0	0	0	0	0	0%
US 101 Flood Project	82-3193	0	50,000	25,000	18,000	(7,000)	- 28%
FEMA Flood Study Review	82-3194	0	0	0	0	0	0%
SF Hatchery Stream Repair	82-3195	0	0	0	0	0	0%
Special Payments Totals:		40,000	110,000	90,000	88,000	(2,000)	- 2%
Transfers Out							
Transfer To Planning	82-8004	220,600	214,000	233,790	194,950	(38,840)	- 16%
Transfers Out Totals:		220,600	214,000	233,790	194,950	(38,840)	- 16%
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		273,419	336,566	335,920	300,150	(35,770)	1.00

Industrial Develop.Revolving Fund

Mission Statement

The Industrial Revolving Fund exists to foster economic growth to the North Coast Business Park.

Department Overview

The Industrial Revolving fund was established by the County Board of Commissioners in November 2000 in accordance with ORS 275.318, related to the County's North Coast Business Park property. This fund provides for the deposit of funds received by the County upon the sale or lease of county lands zoned for industrial use under the acknowledged comprehensive plan for the County. Pursuant to ORS 275.318, monies in this fund are disbursed only upon written order of the County Commission and are for engineering, improvement, rehabilitation, construction, operation or maintenance in whole or in part, including pre-project planning costs of any development project authorized by ORS 271.510 and 271.540 and 280.500 that is located in the County and that could directly result in specific industrial and commercial activities and new technology or types of economic enterprise the County Commission determines are needed to diversify the economic base of the county pursuant to ORS 275.318.

Major Accomplishments

The major accomplishments for the fiscal year 2014/2015 was the final completion of Ensign Lane Phase II extension from Alternate Highway 101 to SE 19th Street. The submission of a Joint Permit Application in order to develop the property. The creation of a stormwater master plan for the North Coast Business Park.

Performance Measures

There are no performance measures for this budget.

Budget Highlights

This budget includes further projects to advance the North Coast Business Park further towards ultimate development. These projects include a right-of-way vacation, the beginning of a wetland fill project, some site clearing and grading activities.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	6,966,333	6,067,097	3,785,900	3,434,370	(351,530)	- 0%
Land Sales	0	0	0	0	0	0%
Interest On Investments	38,516	24,897	25,000	19,000	(6,000)	- 0%
Total Revenue:	7,004,849	6,091,995	3,810,900	3,453,370	(357,530)	- 9%
Total Unappropriated Budget:	6,067,097	3,831,957	0	0	0	0%
Total Budgeted Resources:	937,752	2,260,037	3,810,900	3,453,370	(357,530)	- 9%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	131,086	135,008	330,470	171,590	(158,880)	- 48%
Special Payments	20,000	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	786,666	2,125,029	0	925,000	925,000	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	3,480,430	2,356,780	(1,123,650)	- 32%
Total Expenditures:	937,752	2,260,037	3,810,900	3,453,370	(357,530)	- 9%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Personnel Services	82-1985	0	0	0	0	0	0%
Personnel Services Totals:		0	0	0	0	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
License And Permit Fees	82-2240	0	0	0	12,750	12,750	100%
NC Business Park Development	82-2466	103,144	50,631	0	42,500	42,500	100%
NC Bus. Park Wetlands Mitig.	82-2467	17,184	30,727	76,570	77,720	1,150	1%
Contractual Services	82-2471	4,458	51,351	250,000	35,000	(215,000)	- 86%
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	6,300	2,300	3,900	3,620	(280)	- 7%
Materials & Services Totals:		131,086	135,008	330,470	171,590	(158,880)	- 48%
Special Payments							
Economic Development	82-3009	20,000	0	0	0	0	0%
Unallocated Projects	82-3129	0	0	0	0	0	0%
Special Payments Totals:		20,000	0	0	0	0	0%
Capital Outlay							
Land	82-4000	0	0	0	0	0	0%
SE Ensign Lane	82-4010	786,666	2,125,029	0	0	0	0%
Structures & Improvements	82-4100	0	0	0	925,000	925,000	100%
Capital Outlay Totals:		786,666	2,125,029	0	925,000	925,000	100%
Transfers Out							
Trans To Special Projects	82-8100	0	0	0	0	0	0%
Transfers Out Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	3,480,430	2,356,780	(1,123,650)	- 32%
Contingencies Totals:		0	0	3,480,430	2,356,780	(1,123,650)	- 32%
Total Expenditures:		937,752	2,260,037	3,810,900	3,453,370	(357,530)	1.00

Wetland Mitigation Fill Credits

Department Priority:	1										
Location:	North Coast Business Park										
Link to Other Project(s):											
Description:	The development of the first phase North Coast Business Park requires the fill or removal of approximately 10 acres of non-significant wetlands on the property. Compensatory wetland mitigation of 10 credits is required at an approximate cost of \$67,500 per credit. One wetland mitigation credit allows the fill or removal of one acre of wetland.										
Justification:	In order to fulfill the mission of the Industrial Revolving Fund of fostering economic development at the North Coast Business Park, the completion of the wetland mitigation is necessary.										
Alternatives:	Do not complete the wetland mitigation plan for the first phase, which will allow the the fund balance to increase. Not completing this effort will further inhibit the development of the property.										
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition										
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 10 Unit Cost: 67,500 Installation Fee: 0 Trade in Credit: 0 Net Cost: 67,500	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Total</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">675,000</td> </tr> <tr> <td style="text-align: right;">0</td> <td style="border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">0</td> <td style="border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">675,000</td> <td style="border-bottom: 3px double black;">675,000</td> </tr> </table>	Total	675,000	0	0	0	0	675,000	675,000
Total	675,000										
0	0										
0	0										
675,000	675,000										

Phase One Earthwork

Department Priority:	2										
Location:	North Coast Business Park										
Link to Other Project(s):											
Description:	Hire an earthwork contractor to conduct land clearing, topsoil removal, and grading activities for the first phase of the North Coast Business Park.										
Justification:	This construction activity will enhance the marketability of the North Coast Business Park Property.										
Alternatives:	Defer effort to a future year, or do not complete the effort, which will further inhibit the property.										
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition										
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 250,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 250,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="text-align: right;">Total</td> <td style="border-top: 1px solid black; border-bottom: 3px double black;">250,000</td> </tr> <tr> <td style="text-align: right;">0</td> <td style="border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">0</td> <td style="border-bottom: 3px double black;">0</td> </tr> <tr> <td style="text-align: right;">250,000</td> <td style="border-bottom: 3px double black;">250,000</td> </tr> </table>	Total	250,000	0	0	0	0	250,000	250,000
Total	250,000										
0	0										
0	0										
250,000	250,000										

Special Projects

Department Overview

The Special Projects Fund was established in 1992-93 in order to make limited duration General Fund expenditures for capital or special projects. The resources of the fund are largely the revenues from the Oregon Department of Forestry which result from the harvest of timber in the Clatsop State Forest.

In determining whether assets should be capitalized the following criteria are used:

1. Cost is more than \$5,000
2. Has a useful life of more than 1 year

Budget Highlights

The requested budget reflects Special Projects appropriations totaling \$4,448,890. The beginning balance estimate of \$4,179,640 represents carryover of the FY 2014-15 General Fund Stabilization Account; carry-over from matching grant revenues received from the state various courthouse revisions; loan proceed carry-over for the remodel of the Sheriff's Office; as well as unspent contingency resources. The budgeted timber revenue projection for 2015-16 is up \$1,753,220 from the 2014-15 estimate.

The requested expenditures are up \$690,040 primarily due to the following factors:

1. The Public Health Department is looking to build a Household Hazardous Waste Facility. This project would be partially funded up front by revenues from the Household Hazardous Waste Department as well as a low interest loan for the remaining balance coming from the Special Projects Fund.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	1,372,603	1,604,782	2,455,020	4,440,600	1,985,580	0%
Land Sales	14,203	16,085	16,000	10,000	(6,000)	- 0%
Bond & UAL Reserve - Special P	0	0	0	0	0	0%
Interest On Investments	18,604	55,394	50,000	55,000	5,000	0%
Property Rents	30,000	0	0	0	0	0%
Homeland Security Grant	0	0	0	0	0	0%
State Court Grant	0	0	0	0	0	0%
State Radio Project - EOC	0	83,000	0	0	0	0%
ARRA 10-1519 Lighting Grant	0	0	0	0	0	0%
ARRA 10-1530 HVAC Grant	0	0	0	0	0	0%
Energy Trust Lighting Grant	0	0	0	0	0	0%
Energy Trust HVAC Grant	0	0	0	0	0	0%
Energy Trust Incentives	0	0	0	0	0	0%
Hurricane Winds 07'	0	0	0	0	0	0%
EMPG - EOC	183,913	0	0	0	0	0%
DHS Settlement prmts	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	38	0	0	0	0%
Voting Machine Amortization	0	0	0	30,000	30,000	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Insurance Loss Proceeds	39,734	6,256	0	0	0	0%
Loan Proceeds	0	0	1,832,000	0	(1,832,000)	- 1%
Transfer From General	1,036,665	1,632,247	1,037,160	2,790,380	1,753,220	1%
Transfer from Other Funds	0	0	176,490	0	(176,490)	- 1%
Transfer from Public Health	0	0	0	171,390	171,390	0%
Trans from Indust Dev Rev Fund	0	0	0	0	0	0%
Total Revenue:	2,695,721	3,397,802	5,566,670	7,497,370	1,930,700	34%
Total Unappropriated Budget:	1,604,782	2,852,171	1,807,820	3,212,680	1,404,860	77%
Total Budgeted Resources:	1,090,939	545,631	3,758,850	4,284,690	525,840	13%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	40,428	81,311	82,900	29,900	(53,000)	- 63%
Special Payments	0	0	0	0	0	0%
Debt Service	374,143	160,340	0	0	0	0%
Capital Outlay	676,367	303,980	2,675,950	3,264,790	588,840	22%
Transfer Out	0	0	500,000	490,000	(10,000)	- 2%
Contingency	0	0	500,000	500,000	0	0%
Total Expenditures:	1,090,939	545,631	3,758,850	4,284,690	525,840	13%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(1)	0	0	0	0%
Contractual Services	82-2471	10,000	56,011	71,000	15,500	(55,500)	- 78%
Fisheries Public Education	82-2925	16,228	0	0	0	0	0%
Indirect Cost Allocation	82-3210	14,200	25,300	11,900	14,400	2,500	21%
Materials & Services Totals:		40,428	81,311	82,900	29,900	(53,000)	- 63%
Special Payments							
Interest Expense	82-2648	0	0	0	0	0	0%
Juvenile Detention	82-3025	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Capital Outlay							
Land	82-4000	0	0	0	0	0	0%
800 Exchange Remodel	82-4095	0	0	0	25,000	25,000	100%
Jail (CCSO) Remodel	82-4096	0	0	0	0	0	0%
Sheriff's Office Remodel	82-4097	0	17,668	1,832,000	1,496,800	(335,200)	- 18%
Emergency Operations Center	82-4098	497,323	12,591	0	0	0	0%
820 Exchange Remodel	82-4099	0	0	0	0	0	0%
Structures & Improvements	82-4100	40,638	34,711	374,030	1,263,830	889,800	237%
Courthouse Remodel	82-4101	0	0	0	0	0	0%
Animal Shelter Remodel	82-4107	0	0	50,000	0	(50,000)	- 100%
Buildings	82-4108	91,304	0	0	0	0	0%
Automotive Equipment	82-4200	0	24,823	0	0	0	0%
County Vehicle Purchase	82-4201	0	23,254	23,750	0	(23,750)	- 100%
Police Cars	82-4216	0	53,546	162,000	69,500	(92,500)	- 57%
Office Equipment	82-4300	28,690	0	13,000	26,000	13,000	100%
Phone System	82-4301	0	137,387	0	0	0	0%
Misc Equipment Sheriff	82-4895	0	0	10,000	59,200	49,200	492%
Miscellaneous Equipment	82-4900	0	0	58,320	116,320	58,000	99%
Computer Equipment	82-4907	18,412	0	152,850	208,140	55,290	36%
GIS Orthophotos	82-4908	0	0	0	0	0	0%
Capital Outlay Totals:		676,367	303,980	2,675,950	3,264,790	588,840	22%
Debt Service							
Loan Interest	82-2647	0	0	0	0	0	0%
Loan Payment	82-3198	374,143	160,340	0	0	0	0%
Capital Lease	82-3199	0	0	0	0	0	0%
Debt Service Totals:		374,143	160,340	0	0	0	0%
Transfers Out							
Trans to Other Funds	82-8165	0	0	300,000	300,000	0	0%
Transfer to Debt Service Fund	82-8435	0	0	200,000	190,000	(10,000)	- 5%
Transfers Out Totals:		0	0	500,000	490,000	(10,000)	- 2%

Contingencies							
Appropriation For Contin.	82-9900	0	0	500,000	500,000	0	0%
Contingencies Totals:		0	0	500,000	500,000	0	0%
Total Expenditures:		1,090,939	545,631	3,758,850	4,284,690	525,840	1.00

Fleet Replacement

Department Overview

County departments have aging fleet vehicles that are in need of replacing, this org unit was created so that departments may build up a reserve account for future fleet vehicle purchases. The goal of this org unit is to help alleviate some of the burden departments face with having to come up with the resources in a single year for a vehicle purchase.

Budget Highlights

The Assessment and Tax office as well as the Building Codes Division of Community Development have both budgeted for transfers into the Fleet Replacement Fund, these revenues into this fund are offset by budgeted expenditures for new vehicles for each respective department. The Assessment and Tax office has budgeted for the purchase of one vehicle in the 2015-16 FY and Building Codes has budgeted for two vehicles, as well as transferred additional revenues to build a reserve for an additional vehicle purchase in the following 2016-17 FY.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Transfer from A&T	0	0	0	25,090	25,090	0%
Transfer from Building Codes	0	0	0	64,410	64,410	0%
Transfer from RLED	0	0	0	0	0	0%
Total Revenue:	0	0	0	89,500	89,500	100%
Total Unappropriated Budget:	0	0	0	0	0	0%
Total Budgeted Resources:	0	0	0	89,500	89,500	0%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	0	0	0	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	70,090	70,090	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	19,410	19,410	0%
Total Expenditures:	0	0	0	89,500	89,500	0%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Fleet Vehicle Use	82-2921	0	0	0	0	0	0%
Materials & Services Totals:		0	0	0	0	0	0%
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	0	0	0%
County Vehicle Purchase	82-4201	0	0	0	70,090	70,090	100%
Police Cars	82-4216	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	70,090	70,090	100%
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	19,410	19,410	100%
Contingencies Totals:		0	0	0	19,410	19,410	100%
Total Expenditures:		0	0	0	89,500	89,500	1.00

CLATSOP COUNTY
SPECIAL PROJECTS REQUESTS (Fund 100)
FISCAL YEAR 2015-16
Revised: 7/1/15

	Account Number	Requested	Proposed	Approved	Adopted	2017	2018	2019	2020	2021
<u>Assessment & Taxation</u>										
County Vehicle (Fleet Replacement)	82-4201	25,090	25,090	25,090	25,090	25,000	25,000	25,000	25,000	25,000
Office Equipment	82-4300	15,500	15,500	15,500	15,500					
Tablets	82-4907									
Subtotal Assessment & Taxation		40,590	40,590	40,590	40,590	25,000	25,000	25,000	25,000	25,000
<u>Budget & Finance</u>										
CAFR Software	82-4907	-	-			15,000				
Long Term Financial Plan	82-2471	-	-			55,000				
		-	-	-	-	70,000	-	-	-	-
<u>Human Resources</u>										
Wellness Incentive Funds	82-2471	23,000	-	-	-					
Employee Opinion Survey	82-2471	5,500	5,500	5,500	5,500					
Contractual Svcs for Class & Comp Study	82-2471	10,000	10,000	10,000	10,000					
Subtotal Human Resources		38,500	15,500	15,500	15,500	-	-	-	-	-
<u>Clerk & Elections</u>										
Ballot Tallying Machine	82-4907	110,140	110,140	110,140	110,140					
Subtotal Clerk & Elections		110,140	110,140	110,140	110,140	-	-	-	-	-
<u>Juvenile Department</u>										
County Vehicle	82-4201					38,000				
Subtotal Juvenile Department		-	-	-	-	38,000	-	-	-	-
<u>Planning Division</u>										
Copier	82-4300	10,500	10,500	10,500	10,500					
Permit Tech Center	82-4095	25,000	25,000	25,000	25,000					
County Vehicle	82-4201					5,000				
Plotter	82-4300					8,000				
<u>Building Codes Division</u>										
County Vehicle (Fleet Replacement)	82-4201	45,000	45,000	45,000	45,000	26,000				
Subtotal Community Development Department		80,500	80,500	80,500	80,500	39,000	-	-	-	-
<u>Building and Grounds</u>										
Install new ATS in Jail	82-4100	15,000	15,000	15,000	15,000					
Replace boiler in Jail	82-4100	36,000	36,000	36,000	36,000					
Replace boiler in Animal Shelter	82-4100	15,000						15,000		
Duct Cleaning - Jail/820 Exchange/Animal Shelter	82-4100					100,000				
Generator Upgrade - 820 Exchange	82-4900	55,000						55,000		
Emergency Power Generator Courthouse	82-4900				58,320					
Install new intercom system in Jail	82-4100	100,000					100,000			
Signage Upgrade	82-4100	10,000	10,000	10,000	10,000					
Security Upgrades - Courthouse	82-4100	40,000	40,000	40,000	40,000					
Security Upgrades - Jail	82-4100	100,000	100,000	100,000	100,000					
Lighting Upgrade - CH, Jail, Boyington, 800/820, AC	82-4900	40,000	40,000	40,000	40,000					
Replace freezer in jail	82-4100	30,000				30,000				
Parking Lot Repair - Jail	82-4100					25,000				
Courthouse Security Upgrades	82-4100				50,000					
Heating/Air Conditioning upgrades - 820	82-4100	60,000				60,000				
Heating/Air Conditioning upgrades -Jail	82-4100	20,000				20,000				
Replace carpet in several buildings	82-4100				31,640					
Replace roof of Courthouse	82-4100				100,000					
Replace roof of Jail	82-4100	151,190	151,190	151,190	151,190					
Clean & Seal Exterior Brick - 820 Exchange	82-4100	13,200				13,200				
Emergency repairs to County Facilities	82-4100	50,000	50,000	50,000	50,000					
Animal Shelter Siding							40,000			
Subtotal Building and Grounds		735,390	442,190	442,190	682,150	248,200	140,000	70,000	-	-
<u>Emergency Management</u>										
Copier	82-4300	7,000	-	-	-	-	-	-	-	-
Subtotal Emergency Management		7,000	-	-	-	-	-	-	-	-
<u>Information Systems</u>										
Add New Fiber to Sheriff, CH & Boyington, 820	82-4907	33,000	33,000	33,000	33,000					
Secure Wireless Transmission	82-4907									
Streaming audio/video for BOC Meetings	82-4907	65,000	65,000	65,000	65,000					
Subtotal Information Systems		98,000	98,000	98,000	98,000	-	-	-	-	-
<u>Parks Maintenance</u>										
Lawn Mower	82-4900	18,000	18,000	18,000	18,000					

County Vehicle - 3/4 Ton Truck	82-4201					25,000				
Subtotal Parks Maintenance		18,000	18,000	18,000	18,000	25,000	-	-	-	-
		<u>Requested</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Public Health										
Household Hazardous Waste Facility	82-4100	600,000	600,000	600,000	600,000					
Subtotal Public Health		600,000	600,000	600,000	600,000	-	-	-	-	-
Sheriff's										
Sheriff's Office Remodel	82-4097	1,496,800	1,496,800	1,496,800	1,496,800					
Vehicle & Evidence Building	82-4100	80,000	80,000	80,000	80,000					
Patrol Vehicle	82-4216	107,500	41,000	41,000	41,000	38,000	38,000	38,000	38,000	38,000
Transport sedan	82-4216	28,500	28,500	28,500	28,500		42,000			
Storage Shelving	82-4895	14,000	14,000	14,000	14,000					
Evidence Drying Cabinet	82-4895	6,000	6,000	6,000	6,000					
Evidence Pass Through Lockers	82-4895	7,200	7,200	7,200	7,200					
Criminal Division Automatic Fingerprint System	82-4895	14,000	14,000	14,000	14,000					14,000
Corrections Automatic Fingerprint System	82-4895	18,000	18,000	18,000	18,000					
Replace four workstations for jail video system	82-4895	60,000	-	-	-	60,000				
Subtotal Sheriff's		1,832,000	1,705,500	1,705,500	1,705,500	98,000	80,000	38,000	38,000	52,000
Indirect Costs	82-3210	14,400	14,400	14,400	14,400					
Transfer to Debt Service Fund	82-8435	190,000	190,000	190,000	190,000	185,900	181,900	178,000	174,100	170,400
Appropriation For Contin. (SP & Fleet Replacement)	82-9900	519,410	519,410	519,410	519,410					
PERS Reserve Transfer	82-8165	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Special Projects 100/2000 Total		4,583,930	4,134,230	4,134,230	4,374,190	1,029,100	726,900	611,000	537,100	547,400
Fleet Replacement 100/2002 Total		89,500	89,500							
GRAND TOTALS		4,494,430	4,044,730	4,134,230	4,374,190	1,029,100	726,900	611,000	537,100	547,400
	Account Number	Requested	Proposed	Approved	Adopted	2017	2018	2019	2020	2021
Summary by line item:										
(Contractual Services)	82-2471	38,500	15,500	15,500	15,500	55,000	-	-	-	-
(Debt Service)	82-8435	190,000	190,000	190,000	190,000	185,900	181,900	178,000	174,100	170,400
(Indirect Cost Allocation)	82-3210	14,400	14,400	14,400	14,400	-	-	-	-	-
(PERS Reserve)	82-4000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
(800 Exchange Remodel)	82-4095	25,000	25,000	25,000	25,000	-	-	-	-	-
(Sheriff's Office Remodel)	82-4097	1,496,800	1,496,800	1,496,800	1,496,800	-	-	-	-	-
(Structures & Improvements)	82-4100	1,082,190	1,082,190	1,082,190	1,263,830	248,200	140,000	70,000	-	-
(Automotive Equipment)	82-4200									
(County Vehicle Purchase)	82-4201	70,090	70,090	70,090	70,090	119,000	25,000	25,000	25,000	25,000
(Sheriff Automobiles)	82-4216	136,000	69,500	69,500	69,500	38,000	80,000	38,000	38,000	38,000
(Office Equipment)	82-4300	33,000	26,000	26,000	26,000	8,000	-	-	-	-
(Misc Equipment Sheriff)	82-4895	119,200	59,200	59,200	59,200	60,000	-	-	-	14,000
(Misc Equipment)	82-4900	58,000	58,000	58,000	116,320	-	-	-	-	-
(Computer Equipment)	82-4907	208,140	208,140	208,140	208,140	15,000	-	-	-	-
(Approp. For Conting.)	82-9900	519,410	519,410	519,410	519,410	-	-	-	-	-
		4,290,730	4,134,230	4,134,230	4,374,190	1,029,100	726,900	611,000	537,100	547,400

A&T Copy Machine

Department Priority:	1							
Location:	A&T							
Link to Other Project(s):								
Description:	Replace color copy machine in A&T office.							
Justification:	Current machine is old and constantly requiring maintenance. Maint. costs are exceeding value each year.							
Alternatives:	Continue to spend money maintaining the machine. This machine is required for public service requests.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input checked="" type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 15,000 Installation Fee: 500 Trade in Credit: 0 Net Cost: 15,500	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">15,000</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">500</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="text-align: right;">15,500</td> </tr> </table>	Total	15,000	500	0	15,500
Total								
15,000								
500								
0								
15,500								

A&T Vehicle

Department Priority:	2							
Location:	A&T							
Link to Other Project(s):								
Description:	Request replacement vehicle. Need to replace old fleet one at a time. Requesting Toyota RAV 4 or Ford Explorer - est. cost is just under \$25,000.							
Justification:	Maintenance is exceeding value of older vehicles on an annual basis.							
Alternatives:	Continue to fund maintenance of old vehicles.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 25,090 Installation Fee: 0 Trade in Credit: 0 Net Cost: 25,090	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">25,090</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="text-align: right;">25,090</td> </tr> </table>	Total	25,090	0	0	25,090
Total								
25,090								
0								
0								
25,090								

County-Wide Classification and Compensation Study

Department Priority:	1								
Location:									
Link to Other Project(s):									
Description:	County-Wide Classification and Compensation Study								
Justification:	To conduct the final 1/3 of the classification and compensation study for both represented and non-represented employees of approximately 115 positions. This study was approved by the Board in fiscal year 2014-2015. After the RFP process the study will begin in March 2015 and should be completed by October 2015. It has been sixteen years since the county's last classification and compensation study. The study is a high priority for the County Manager.								
Alternatives:	Forego the completion of the study and continue with the status quo for classifications and compensation.								
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition								
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 10,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 10,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">10,000</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">10,000</td> </tr> </table>	Total	10,000	0	0	0	10,000
Total									
10,000									
0									
0									
0									
10,000									

Employee Opinion Survey

Department Priority:	1								
Location:									
Link to Other Project(s):									
Description:	Employee Opinion Survey								
Justification:	An anonymous Employee Opinion Survey will provide employees the opportunity to offer their opinions, suggestions and ideas on how the county, as a team, can improve the organization. The survey is designed to give a broad overview of what employees think about their employer and the organization, and to identify areas of success and areas needing attention. It is recommended employee surveys be conducted every 3-5 years. The last employee survey was completed in May of 2013.								
Alternatives:	Do not conduct a survey.								
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition								
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 5,500 Installation Fee: 0 Trade in Credit: 0 Net Cost: 5,500	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">5,500</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">5,500</td> </tr> </table>	Total	5,500	0	0	0	5,500
Total									
5,500									
0									
0									
0									
5,500									

Ballot Tallying Machine

Department Priority:	1		
Location:	Clerk & Elections		
Link to Other Project(s):			
Description:	DS850 Ballot Tallying Hardware and Software for ballot tallying during election cycles.		
Justification:	Current ES&S650 equipment has reached its end of life cycle and uses outdated technology to capture ballot tallying data. Supplies for capturing data are no longer available; we are currently reusing zip discs that are sensitive to changes in light and temperature and can lose the data transferred from the machine which compromises the integrity of election results. The DS850 is a high speed digital image scanner and tabulator that is fully certified and compliant with the latest federal Voluntary Voting Systems Guidelines. Funds in the Vote Counting Machine Replacement Trust Account of \$29,800 can be used to offset the cost of the new DS850 Ballot Tallying Machine.		
Alternatives:	Continue to utilize ES&S650 with outdated supplies and technology which comprises the integrity of election results.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input checked="" type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 121,140 Installation Fee: 3,500 Trade in Credit: 14,500 <hr/> Net Cost: 110,140	Total <hr/> 121,140 3,500 14,500 <hr/> 110,140

Planning Division Copier

Department Priority:	1							
Location:	CDD - Planning							
Link to Other Project(s):	N/A							
Description:	Color copier/printer/scanner for the Planning Division of Community Development							
Justification:	The current machine requires frequent repairs. The Planning Division prints and copies large volumes of documents for meetings/hearings, mail outs, staff, and customers, therefore a reliable machine is necessary.							
Alternatives:	Retain current machine and continue to see an increase in maintenance cost, a loss of productivity in staff time, and a decrease in customer service.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input checked="" type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 11,000 Installation Fee: 0 Trade in Credit: 500 Net Cost:	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">11,000</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="text-align: right; border-bottom: 1px solid black;">500</td> </tr> <tr> <td style="text-align: right;">10,500</td> </tr> </table>	Total	11,000	0	500	10,500
Total								
11,000								
0								
500								
10,500								

Permit Tech Center

Department Priority:	1		
Location:	820 Exchange Street		
Link to Other Project(s):			
Description:	Permit Tech Center		
Justification:	Departments requiring customers to inquire about and purchase permits is not very user friendly as well as located in 2 different buildings. It is a goal with this redesign to create one permitting center making it an easier process for customers.		
Alternatives:	Leave the departments as they currently are.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 25,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 25,000	<div style="text-align: right;">Total</div> <hr/> 25,000 0 0 <hr/> 25,000

Building Codes Vehicle

Department Priority:	1							
Location:	Building Codes							
Link to Other Project(s):	N/A							
Description:	Replacement of Building Codes field inspection vehicle. The cost associated with this request is \$45,000 for two new vehicles.							
Justification:	Building Codes needs to replace an aging fleet of vehicles. BC currently operates three vehicles ranging from 88,000 to 172,400 in mileage. This request will replace two vehicles. One vehicle is losing body paint and has begun to rust. All three fleet vehicles are used daily and currently no back up vehicle is available. GSA Fleet Minimum Vehicle Replacement Standards recommends replacement of Non-diesel Light 4 x 4 Trucks at 7 years or 65,000 miles.							
Alternatives:	Option: Not replacing vehicles at this time. This could result in increased and unexpected maintenance and replacement costs. Option: Replace only one vehicle at this time. This could result in increased and unexpected maintenance and replacement costs.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 2 Unit Cost: 25,000 Installation Fee: 0 Trade in Credit: 2,500 Net Cost: 22,500	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: right;">Total</th> </tr> <tr> <td style="text-align: right; border-top: 1px solid black;">50,000</td> </tr> <tr> <td style="text-align: right;">0</td> </tr> <tr> <td style="text-align: right; border-top: 1px solid black;">5,000</td> </tr> <tr> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">45,000</td> </tr> </table>	Total	50,000	0	5,000	45,000
Total								
50,000								
0								
5,000								
45,000								

Emergency Repairs to County Facilities

Department Priority:	1							
Location:	All							
Link to Other Project(s):								
Description:	Funds set aside for Emergency or Urgent repairs on County Facilities.							
Justification:	Every year there are unanticipated repairs that are required on our County Buildings (elevators, alarms, machines, heating systems, etc.).							
Alternatives:								
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 50,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 50,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">50,000</td> </tr> </table>	Total	50,000	0	0	50,000
Total								
50,000								
0								
0								
50,000								

Courthouse Security Cameras

Department Priority:	2							
Location:	Courthouse							
Link to Other Project(s):								
Description:	Install security cameras on the exterior of the Courthouse. The State Courts installed interior cameras at the Courthouse a couple of years ago and now are moving forward with the exterior cameras. The State Courts are providing funding for half of this project.							
Justification:	Video surveillance systems are common in Courthouses, Law Enforcement and Government buildings. These systems allow security to monitor the Courthouse, surrounding sidewalks and landscape areas.							
Alternatives:	Building & Grounds staff anticipate that the State Courts will have provided their share of the funds for this project before the start of the 2015-16 fiscal year.							
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 40,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 40,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">40,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">40,000</td> </tr> </table>	Total	40,000	0	0	40,000
Total								
40,000								
0								
0								
40,000								

Jail Security Electronics Upgrade

Department Priority:	3		
Location:	Jail		
Link to Other Project(s):			
Description:	Upgrade the Security Electronics system in the jail. The current system was installed in 2002, and Building & Grounds staff have had to replace some components with more advanced video recording integration components. The system requires an upgrade in order to maintain stability.		
Justification:	The current system was installed in 2002 and we have had to replace some components but now with more advanced video recording and integration we need to update to keep the system stable. The system integrates the electronic locks, video cameras, recording and plumbing systems.		
Alternatives:	Continue to maintain current system with risk of failure possible that compromises jail security.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 100,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 100,000	Total 100,000 0 0 <hr/> 100,000

Jail Roof Replacement

Department Priority:	4		
Location:	Jail		
Link to Other Project(s):			
Description:	Replace the existing roof.		
Justification:	The roof was installed in 1996 with a 10 year warranty. In 2006 after several leaks a roof study was completed, and that study recommended replacing the roof in 3 to 5 years and the roof insulation had 64% to 82% moisture content. A metal roof was installed over the roof top exercise area used by the inmates and this resolved the leaking in that area, and the main roof was repaired. This roof is showing excessive wear.		
Alternatives:	This project could wait a year, as the leaks are minimal.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 11630 Unit Cost: 13 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 13	Total 151,190 0 0 <hr/> 151,190

Signage Upgrade

Department Priority:	5		
Location:	Downtown County Campus		
Link to Other Project(s):			
Description:	Upgrade the signage to increase the public's access to the County services. Building & Grounds staff intend to install better signs with maps and building plans, along with better written directions.		
Justification:	The County offices have been relocated over the last several years.		
Alternatives:	A minimal amount of work out of our maintenance fund could be completed over several years.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 5 Unit Cost: 2,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 2,000	Total 10,000 0 0 10,000

Jail Generator Auto Transfer Switch Replacement

Department Priority:	6		
Location:	Jail		
Link to Other Project(s):			
Description:	Replace existing generator ATS (Automatic Transfer Switch) in the jail. The current ATS was installed in 1978 and is obsolete.		
Justification:	Parts are hard to find and Building & Grounds staff would like to complete this as a planned project rather than as emergency. The jail is required to run 24/7 and the generator and ATS are a requirement for us to be able to run the jail in an emergency.		
Alternatives:	None.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 15,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 15,000	Total 15,000 0 0 15,000

Lighting Upgrade

Department Priority:	7		
Location:	CH, Jail, Boyington, 800/820, Shelter		
Link to Other Project(s):			
Description:	Upgrade interior lighting and lighting controls at the Courthouse, 800/820 Exchange, Boyington, Jail and the Animal Shelter. The main goal is to reduce energy use and cost. Lighting controls to turn off lights in unoccupied areas, upgrade lights to LED in areas that require lights on all the time, upgrade lights with outdated parts. Energy Trust of Oregon will provide partial funding on these projects.		
Justification:	Upgrading lights allows us to reduce cost and energy use. Some areas have outdated lights that are not as bright as needed and the technology of lights has significantly changed in the last few years, with many of the new lamps now lasting 10 years.		
Alternatives:			
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 <u>Total</u> Unit Cost: 40,000 40,000 Installation Fee: 0 0 Trade in Credit: 0 0 <hr/> Net Cost: 40,000 40,000	

Jail Boiler Replacement

Department Priority:	10		
Location:	Jail		
Link to Other Project(s):			
Description:	Replace existing boiler in the jail.		
Justification:	Original natural gas/diesel fueled boiler. The existing boiler is original to the building and was designed to heat the domestic hot water. An efficient hot water heater was added a few years ago so the boiler is now oversized and changing to a newer one would significantly reduce energy use and funds.		
Alternatives:	The boiler could wait a few years to be replaced.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 <u>Total</u> Unit Cost: 36,000 36,000 Installation Fee: 0 0 Trade in Credit: 0 0 <hr/> Net Cost: 36,000 36,000	

Courthouse Roof Replacement

Department Priority:	11							
Location:	749 Commercial Street							
Link to Other Project(s):								
Description:	The roof is showing signs of deterioration, including exposed fibers and no surface coating. This is the oldest roof of the County's main buildings. The roof was last replaced in the mid 90's.							
Justification:	The State Courts are providing matching funds of 50% for the replacement of the roof.							
Alternatives:	Postpone the project and lose the state funds and have to pay 100% of the roof replacement in future years.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 100,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 100,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">100,000</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">100,000</td> </tr> </table>	Total	100,000	0	0	100,000
Total								
100,000								
0								
0								
100,000								

Emergency Power Generator

Department Priority:	12							
Location:	Courthouse - 749 Commercial Street							
Link to Other Project(s):								
Description:	The courthouse has no emergency generator system to allow power to the building when there is no utility power							
Justification:	The State Courts are providing a 50% match in funding to complete this project.							
Alternatives:								
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 58,320 Installation Fee: 0 Trade in Credit: 0 Net Cost: 58,320	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">58,320</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">58,320</td> </tr> </table>	Total	58,320	0	0	58,320
Total								
58,320								
0								
0								
58,320								

Carpet

Department Priority:	13		
Location:	Courthouse/800 Exchange		
Link to Other Project(s):			
Description:	Replacement is 1,130 square yards of carpet at \$28.00 per square yard.		
Justification:	Courtroom 300, Courthouse stairs, and an area of the 800 Exchange building have carpet that is approximately 20 years old and in need of replacement.		
Alternatives:			
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 31,640 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 31,640	Total <hr/> 31,640

Courthouse Security Upgrades

Department Priority:	14		
Location:	749 Commercial		
Link to Other Project(s):	State Court Cost Share		
Description:	Courthouse security upgrades as part of the state court cost share		
Justification:	The state courts provided matching funding to the county for security/maintenance upgrades to the County Courthouse. The funding was provided at the end of FY 2014-15 so the projects were carried forward into the 2015-16 FY to be completed.		
Alternatives:			
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 50,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 50,000	Total <hr/> 50,000

Fiber Optic Installation

Department Priority:	1		
Location:	Jail, Courthouse, Boyington, 820 Exchange		
Link to Other Project(s):			
Description:	Install new fiber between the 820 Exchange building and the Boyington building, between the 820 Exchange building and the Courthouse, and between the 820 Exchange building and the Jail.		
Justification:	Currently, all data and voice traffic for the Jail, the Courthouse and the Boyington buildings, travels through 1 fiber channel between the courthouse and the 820 Exchange buildings. This 1 data route for the 3 buildings at times can become saturated which reduces productivity for all. It is also a bottleneck that potentially could bring services to all the buildings down, if that one line between the courthouse and 820 Exchange is interrupted.		
Alternatives:	Do nothing. There are really not any alternatives to running new fiber besides just living with what we have. However, the potential line interruptions continues to increase as more data continues to be passed.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 3 Unit Cost: 1,000 Installation Fee: 10,000 Trade in Credit: 0 <hr/> Net Cost: 11,000	<div style="text-align: right;">Total</div> <hr/> 3,000 30,000 0 <hr/> 33,000

Boyington Building video install

Department Priority:	2		
Location:	Boyington Building		
Link to Other Project(s):			
Description:	Add video and upgrade the audio in the Boyington Conference room. This will include adding streaming audio/video to broadcast meetings.		
Justification:	The Board of Commissioners have requested it. \$65,000 is a rough estimate based on the experience of other jurisdictions and the response of some vendors. It would include upgrading the sound and updating the wiring in the Boyington. The video equipment needed should be included in the franchise agreement. This does not include the monthly recurring costs for streaming services.		
Alternatives:	Do nothing, continue as is.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 65,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 65,000	<div style="text-align: right;">Total</div> <hr/> 65,000 0 0 <hr/> 65,000

Lawn Mower

Department Priority:	1							
Location:	Parks Department							
Link to Other Project(s):	n/a							
Description:	Clatsop County Parks is requesting Special Projects Funding for the purchase of a new industrial size mower for county park lawn maintenance. Mowers of this style run in the price range of \$18,000 to \$20,000. We have chosen a Kubota diesel front end mower, Model Number F2690, as the mower that will meet our needs for maintaining the mowed areas in the parks system. The price on this model is \$18,000.							
Justification:	Currently we mow approximately 21 acres of lawn throughout our County Park system. We have two lawn mowers, one John Deere riding mower that is rated for a normal home owner, 5 acres or less, that we use in the smaller areas that we mow. The John Deere was purchased in 2013 and is still in good working condition and mowing well. The second mower is a Grasshopper brand mower, it is an industrial size mower rated for area that we mow. The Grasshopper mower was purchased in 2009 and is nearing the end of its life. The nearest dealer for having repair work done or get repair parts is located in Troutdale Oregon. Due to the distant to this dealer our maintenance cost, travel cost, as well as the staff time needed to transport the mower to Troutdale has dramatically increased over the past couple of years.							
Alternatives:	Without a replacement mower we will continue to see increasing repair bills and the loss of staff time transporting this mower to the repair shop in Troutdale. If the Grasshopper fails we would continue mowing lawns with the John Deere mower, which increases the amount of mowing time and as well as increased repair/maintenance bills as we use a mower that is not rated for the amount of area that we mow.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 18,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 18,000	<table style="margin-left: auto;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black;">18,000</td> </tr> <tr> <td style="border-top: 1px solid black;">0</td> </tr> <tr> <td style="border-top: 1px solid black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">18,000</td> </tr> </table>	Total	18,000	0	0	18,000
Total								
18,000								
0								
0								
18,000								

Household Hazardous Waste Facility

Department Priority:	1							
Location:								
Link to Other Project(s):								
Description:	<p>HHW Facility Astoria</p> <p>Total Estimated cost of Building \$600,000 Estimated funds available from tipping fees, DEQ Grant, and operating revenue \$300,000 Special Projects Funds Request (loan) \$300,000</p> <p>Any difference between on-hand and Special Projects could be from a possible EPA grant, a low interest loan from Business Oregon, or other bank loan.</p>							
Justification:	<p>This project has been developing for the past 5 years. The purpose of the facility is to prevent household hazardous waste from contaminating the environment from improper disposal. To complete the project, additional funding is needed. The \$300,000 request will cover the remaining construction and operational costs.</p>							
Alternatives:	<p>Clatsop County residents could either go to Tillamook County to drop off their materials or improperly dispose of them in the garbage.</p>							
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 600,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 600,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="border-bottom: 1px solid black;">600,000</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">600,000</td> </tr> </table>	Total	600,000	0	0	600,000
Total								
600,000								
0								
0								
600,000								

Clatsop County Sheriff's Office Remodel

Department Priority:	1							
Location:	1190 SE 19th Street, Warrenton							
Link to Other Project(s):	Parole & Probation							
Description:	The existing Parole & Probation building is being remodeled to better utilize the space to include the Administration Staff for the Clatsop County Sheriff's Office. This remodel will also include creating a larger space to store evidence.							
Justification:	The existing space for the Administration Staff and criminal investigation evidence is limited. By remodeling the existing Parole & Probation building, staff will be better able to provide administrative oversight as well as secure evidence in a more conducive environment.							
Alternatives:	The funding was approved/received in the 2014-15 FY and the project is already underway with a 2015-16 FY completion date.							
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 1,496,800 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 1,496,800	<table style="margin-left: auto; margin-right: 0;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">1,496,800</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">1,496,800</td> </tr> </table>	Total	1,496,800	0	0	1,496,800
Total								
1,496,800								
0								
0								
1,496,800								

Vehicle and Evidence Building

Department Priority:	1							
Location:	Sheriff's Office							
Link to Other Project(s):								
Description:	Pole Building to house large evidence, evidence vehicles and back-up vehicles							
Justification:	<p>The remodel of the Parole and Probation Building to house the Criminal and Support Divisions is over budget and did not include the pole building needed to house back-up vehicles (SAR and Criminal) out of the weather and evidence vehicles. This building is needed to maintain security and allow processing of vehicles taken into evidence.</p> <p>RLED will pay for 60% of the proposed building and Special Projects will pay for 40%, which is the cost split in the Criminal Division.</p>							
Alternatives:	There is no ready alternative as the project cost of the remodel exceeds loan authority.							
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 80,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 80,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">80,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">80,000</td> </tr> </table>	Total	80,000	0	0	80,000
Total								
80,000								
0								
0								
80,000								

Patrol Vehicle

Department Priority:	2							
Location:	355 7th St							
Link to Other Project(s):								
Description:	This is a replacement vehicle for a Criminal Division patrol vehicle. Cost includes price of the vehicle and all added equipment.							
Justification:	This replacement is in compliance with the RLED Long Term Financial Plan vehicle replacement policy. The vehicle being replaced will have approximately 160,000 miles and due to the nature of operation needs to be removed from front-line service. RLED will purchase the other three patrol vehicles due for replacement.							
Alternatives:	Maintain current vehicle and accept increased maintenance costs for major system failures (transmission/suspension/engine).							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 27,000 Installation Fee: 14,000 Trade in Credit: 0 Net Cost: 41,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">27,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">14,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">41,000</td> </tr> </table>	Total	27,000	14,000	0	41,000
Total								
27,000								
14,000								
0								
41,000								

Transport Sedan

Department Priority:	1							
Location:	355 7th St							
Link to Other Project(s):								
Description:	Transport Sedan							
Justification:	This will replace a 2006 Ford Crown Victoria that will have approximately 210,000 miles at time of replacement. The current vehicle has deferred maintenance for the transmission and engine and is not used for distant transports (out of county).							
Alternatives:	Maintain the current vehicle accepting increased maintenance costs to include a new transmission, significant engine maintenance and full suspension replacement.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 24,000 Installation Fee: 4,500 Trade in Credit: 0 Net Cost: 28,500	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">24,000</td> </tr> <tr> <td style="border-bottom: 1px solid black;">4,500</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">28,500</td> </tr> </table>	Total	24,000	4,500	0	28,500
Total								
24,000								
4,500								
0								
28,500								

Livescan Fingerprint System

Department Priority:	2							
Location:	Clatsop County Jail							
Link to Other Project(s):								
Description:	Livescan Fingerprint System to obtain fingerprints of arrested and convicted persons and electronically transfer them to OSP Fingerprint Unit							
Justification:	The current system is starting to fail and is no longer supported by the company. This is a critical piece of equipment and allows the Sheriff's Office to rapidly identify unknown persons by electronically transmitting fingerprints to Oregon State Police Identification Bureau.							
Alternatives:	There are no alternatives other than to budget replacement cost in Material and Services in case the current unit fails.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input checked="" type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 18,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 18,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 1px solid black;">18,000</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">0</td> </tr> <tr> <td style="border-bottom: 1px solid black;">18,000</td> </tr> </table>	Total	18,000	0	0	18,000
Total								
18,000								
0								
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18,000								

Livescan Fingerprint System

Department Priority:	1							
Location:	Support Division							
Link to Other Project(s):								
Description:	Livescan Fingerprint System that electronically captures fingerprints.							
Justification:	The system will be used at the new Sheriff's Office by the Support Division to take fingerprints related to Concealed Handgun Permits, employments checks and professional licensure. The current program requires customers to get their fingerprints at the jail and then proceed to the support division to finish the process. With the Support Division moving to the new office in Warrenton that system would place an undue hardship on our customers. The other benefit is the hours of performing this task can be increased from the current practice.							
Alternatives:	There are two alternatives one being to continue to require persons to obtain fingerprints at the jail and then bring them to the Warrenton location. The other option is take inked fingerprints which the OSP fingerprint section highly discourages and would require additional training for staff and is messy for our customers.							
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input checked="" type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 14,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 14,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">14,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">14,000</td> </tr> </table>	Total	14,000	0	0	14,000
Total								
14,000								
0								
0								
14,000								

Evidence Pass Through Lockers

Department Priority:	2							
Location:	Sheriff's Office-Support Division							
Link to Other Project(s):								
Description:	Evidence Pass Through Lockers with Refrigerated Unit.							
Justification:	The new evidence room will need evidence pass through lockers incorporated into the construction to meet evidence best practices. The unit will need refrigerated units for blood and urine evidence per evidence protocols. The cost of the remodel project exceeds loan authority, some equipment has been removed from the remodel to reduce the cost of the project. Special Projects will pay for 40% of this equipment and RLED will pay for 60%.							
Alternatives:	The current pass through system is not in compliance with evidence best practices and is not conducive to the move and remodel.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 7,200 Installation Fee: 0 Trade in Credit: 0 Net Cost: 7,200	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">7,200</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">7,200</td> </tr> </table>	Total	7,200	0	0	7,200
Total								
7,200								
0								
0								
7,200								

High Density Storage Shelving

Department Priority:	3		
Location:	Sheriff's Office-Support Division		
Link to Other Project(s):			
Description:	High Density Storage Shelving for the new evidence room		
Justification:	The system will provide significantly greater storage capacity per square foot of floor space for evidence and property. They are three times more space efficient than conventional shelving at half the cost. This will allow the evidence/property room to be built at less square feet reducing overall construction cost. Special Projects will pay 40% of the cost and RLED will pay 60% of the cost.		
Alternatives:	Could use conventional shelving in the new facility with significantly less storage or increase the size of the evidence room.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 14,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 14,000	Total 14,000 0 0 14,000

Evidence Drying Cabinet

Department Priority:	4		
Location:	Sheriff's Office-Support Division		
Link to Other Project(s):			
Description:	The unit is used to dry biohazard evidence for later forensic analysis.		
Justification:	Forensic practices requires blood and body fluid evidence to be dried prior to forensic analysis. This cabinet is specifically designed to accomplish this in a safe and secure manner. The remodel of the Parole and Probation building is over budget and some equipment has been removed from the project and assigned as capital purchases. Special Projects is paying for this piece of equipment while RLED is paying for the Electronic Evidence System.		
Alternatives:	The building would need to be modified for an enclosed space with a drain, ventilation and secured, which would be a more expensive option.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input checked="" type="radio"/> Other	Unit Quantity: 1 Unit Cost: 6,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 6,000	Total 6,000 0 0 6,000

Equipment Replacement

Mission Statement

A separate fund for the purposes of budgeting and purchasing public works road division equipment.

Department Overview

This fund was created to allow for replacement of equipment as necessary and scheduled under the Public Works equipment replacement schedule. This schedule was designed so that equipment will be replaced at the point in it's cycle when it is most cost-effective.

Major Accomplishments

Purchased a Motor Grader, Equipment Trailer and Snow Plow Attachment and spent \$58,820 less than budgeted.

Budget Highlights

This year's budget includes the purchase of a new power broom, wheeled excavator, a mini-excavator and a 3-axle trailer.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	42,544	56,070	72,820	61,420	(11,400)	- 0%
Interest On Investments	820	1,207	900	500	(400)	- 0%
Transfer From Gen Roads	358,700	336,600	248,480	329,380	80,900	0%
Total Revenue:	402,064	393,877	322,200	391,300	69,100	21%
Total Unappropriated Budget:	56,070	75,841	0	0	0	0%
Total Budgeted Resources:	345,994	318,036	322,200	391,300	69,100	21%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	200	200	200	300	100	50%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	345,794	317,836	322,000	391,000	69,000	21%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	345,994	318,036	322,200	391,300	69,100	21%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Indirect Cost Allocation	82-3210	200	200	200	300	100	50%
Misc Other Charges	82-3212	0	0	0	0	0	0%
Materials & Services Totals:		200	200	200	300	100	50%
Capital Outlay							
Automotive Equipment	82-4200	345,794	317,836	322,000	391,000	69,000	21%
Capital Outlay Totals:		345,794	317,836	322,000	391,000	69,000	21%
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		0	0	0	0	0	0%
Total Expenditures:		345,994	318,036	322,200	391,300	69,100	1.00

CLATSOP COUNTY
EQUIPMENT REPLACEMENT REQUESTS
FISCAL YEAR 2015-16
Revised: 4/10/15

	<u>Account Number</u>	<u>Requested</u>	<u>Proposed</u>	<u>Approved</u>	<u>Adopted</u>	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
<u>Equipment Replacement Fund</u>										
Power Broom	82-4200	46,000	46,000	46,000	46,000					
Wheeled Excavator	82-4200	230,000	230,000	230,000	230,000					
Mini Excavator	82-4200	80,000	80,000	80,000	80,000					
3-Axle Trailer	82-4200	35,000	35,000	35,000	35,000					
Chip Spreader	82-4200					255,000				
Herbicide Truck Chassis	82-4200					50,000				
Paint Striper	82-4200					50,000				
Water Truck Tank Conversion	82-4200					30,000				
Subtotal Equipment Replacement		391,000	391,000	391,000	391,000	385,000	-	-	-	-
GRAND TOTALS		391,000	391,000	391,000	391,000	385,000	-	-	-	-

Power Broom

Department Priority:	1							
Location:	Public Works Department							
Link to Other Project(s):								
Description:	Purchase a new Broom to replace Waldon Broom 06-271.							
Justification:	The power broom is an integral part of road maintenance operations as well as our chip seal program. The existing broom is currently inoperable and beyond the cost benefit to repair							
Alternatives:	Operate without a replacement broom.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 46,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 46,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">46,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">46,000</td> </tr> </table>	Total	46,000	0	0	46,000
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46,000								
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Wheeled Excavator

Department Priority:	2							
Location:	Public Works Department							
Link to Other Project(s):								
Description:	Replace the 1999 Gradall #99-243 machine with a new wheeled excavator.							
Justification:	This is an integral part of road maintenance operations. This machine maintains our ditches and culvert installation and road maintenance, as well as responds to emergencies. The ditching operations in the past have been done mainly by Gradall telescoping excavators. The cost of Gradalls and the availability of parts and diagnostics is making it difficult to justify having two of them in our fleet. New technology and implements have improved over recent years with standard excavators which cost substantially less, as well as giving us more flexibility in managing road maintenance.							
Alternatives:	Continue to use Gradall and have expensive parts and increasing amounts of downtime for repairs.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 230,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 230,000	<table style="width: 100%; border-collapse: collapse;"> <tr> <th style="text-align: left; border-bottom: 1px solid black;">Total</th> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">230,000</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">230,000</td> </tr> </table>	Total	230,000	0	0	230,000
Total								
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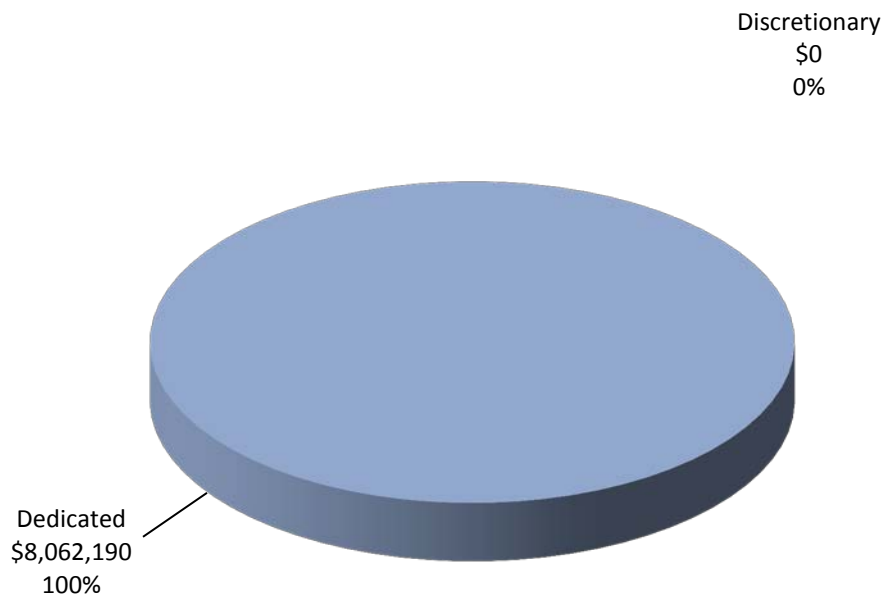
Mini Excavator

Department Priority:	3		
Location:	Public Works Department		
Link to Other Project(s):			
Description:	Mini Excavator		
Justification:	This machine is needed to offset the Jewell District's need for excavation equipment. Right now they have to depend on the Astoria District to provide emergency response. Many of these issues have to be responded to immediately. Having a small machine available that can be towed by a smaller truck can offset the need to mobilize a larger crew. During the summer we usually rent a small machine for many jobs.		
Alternatives:	Continue with less efficient operations.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 80,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 80,000	Total 80,000 0 0 80,000

Trailer

Department Priority:	4		
Location:	Public Works Department		
Link to Other Project(s):			
Description:	Replace the 1993 2-axle with a new 3-Axle Trailer		
Justification:	This trailer will replace the 1993 2-axle Eager Beaver trailer. This 3-axle trailer will be safer and more efficient for equipment moving needs. There are pieces of equipment that are heavy enough that they are at the limit of our trailer capacities. This will alleviate a safety and liability concern.		
Alternatives:	Keep using the 2-axle trailer.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 35,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 35,000	Total 35,000 0 0 35,000

**Clatsop County Functions/Programs Budget
Clatsop County Service Districts 2015-2016
Total \$8,062,190**



Organizational units included within this functional area in the order they appear within the budget document are:

Rural Law Enforcement District
Road District No. 1
Westport Sewer Service

Westport Sewer Equipment
4-H & Extension

The chart above represents the type of funding, discretionary or dedicated, available for this functional area. The proposed expenditure appropriation for each budget included in this functional area are located on the following pages in this section.

Sheriff Rural Law Enf Dis

Mission Statement

The Mission of the Sheriff's Office is to provide efficient and innovative public safety services with the highest level of integrity and accountability.

Department Overview

The Clatsop County Rural Law Enforcement District provides enhancements to the Sheriff's Office Criminal Division budget and a modest amount to the Sheriff's Support, Drug Task Force and Marine Patrol budgets. These funds are transferred to those budgets and accounted for in their respective individual line items. Included in the responsibility of the RLED is the cost for associated 911 dispatch services, cost of auditing, insurance and indirect cost allocation. Large capital expenses such as vehicles, buildings and equipment that become the responsibility of the RLED are paid directly from the RLED budget. Personnel expenses and materials and supplies expenses are transferred quarterly into the General Fund commensurate to total funds expended. The RLED has a five person elected Advisory Board that reviews and approves the requested budget and recommends this budget to the Clatsop County Budget Committee.

Budget Highlights

Timber revenue has improved over the last three years with \$865,225 in 2013-14, forecast of \$840,240 for 2014-15 and a forecasted amount of \$1,245,500 for 2015-16. Other revenue lines remain stable with minimal increases. The increased revenue has reduced the year-to-year deficit to \$67,300, which is a significant improvement over the \$500,000 per year deficit we were experiencing. The forecasted beginning fund balance for 2016-17 is \$1,948,970, which is a stable amount.

The component budgets, Criminal and Support Divisions, have modest increases due to normal cost of living increases and the inclusion of funds for outfitting the remodeled facility in Warrenton. It is important to point out that these funds will not be expended unless the cost of the project exceeds loan authority. The Criminal Division budget includes increasing the current .5 FTE position to a full-time position. The person holding the .5 FTE position is retiring in the first quarter of the 2015-16 fiscal year and it was decided to increase the FTE at that time. The position will be assigned to criminal patrol so that we are more able to provide coverage in all of the patrol zones. The overall increase to Personnel Services is \$152,470, part of the reason is the cost share in the Criminal Division increased due to the .5 FTE increase.

Materials and Services realized a \$105,000 increase. This is due to an increase in insurance costs, the inclusion of \$20,000 in maintenance for the substations, \$30,000 in furniture, \$15,000 in LAN equipment and an increase in the cost share for the component budgets. The maintenance dollars will be used for cleaning the roofs, repainting the exterior and replacing the signs for both substations, these costs will be shared with the Road Department. The \$30,000 in furniture will be used to outfit the new building if the project exceeds loan authority, otherwise it will not be spent. The \$15,000 will be used to run Fiber to the new building due to the need for increased data stream and to purchase two servers.

The Sheriff's Office will be replacing a total of eight vehicles. The RLED will replace 3, Timber Enforcement Fund 1, Parole and Probation Fund 2 and Special Projects 2. The budget includes the RLED share of the pole barn that will be used to store Sheriff's Office back-up vehicles and two secure bays capable of storing up to four evidence vehicles. The budget also includes the RLED share of the Pass Through Lockers, High Density Shelving and Electronic Evidence System for the remodeled building. These funds will be expended only if the cost of the project exceeds loan authority.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	2,299,914	2,114,284	1,917,790	2,016,270	98,480	0%
Property Taxes Current Yr	1,244,258	1,276,913	1,295,750	1,316,960	21,210	0%
Property Taxes Prior Year	99,892	62,521	50,000	55,000	5,000	0%
GP Reserve Revenue	5,144	5,706	0	0	0	0%
SIP-06-02 Taxes	120,532	119,704	90,500	90,500	0	0%
Land Sales	0	3,591	0	0	0	0%
Interest On Investments	15,362	14,015	15,700	14,000	(1,700)	- 0%
Timber Sales	583,439	865,225	746,130	1,245,500	499,370	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	2	0	0	0	0	0%
Equip. Auction & Sales	3,910	0	0	0	0	0%
Insurance Loss Proceeds	0	0	0	0	0	0%
Transfer from Bond Reserve Fun	72,400	119,600	780	0	(780)	- 1%
Total Revenue:	4,444,852	4,581,559	4,116,650	4,738,230	621,580	15%
Total Unappropriated Budget:	2,114,284	2,050,971	1,555,770	1,707,540	151,770	9%
Total Budgeted Resources:	2,330,569	2,530,588	2,560,880	3,030,690	469,810	18%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	1,023,770	1,103,530	79,760	7%
Personnel Benefits	1,766,409	1,790,832	650,100	733,990	83,890	12%
Material & Supplies	327,737	521,261	550,460	655,120	104,660	19%
Special Payments	0	0	26,000	26,000	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	88,986	106,594	80,300	281,800	201,500	250%
Transfer Out	147,437	111,900	0	0	0	0%
Contingency	0	0	230,250	230,250	0	0%
Total Expenditures:	2,330,569	2,530,588	2,560,880	3,030,690	469,810	18%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Chief Deputy Sheriff	82-1110	0	0	27,510	28,350	840	3%
Sergeant	82-1116	0	0	227,800	240,400	12,600	5%
Support Div Supervisor	82-1117	0	0	6,540	6,740	200	3%
Special Detective	82-1177	0	0	65,180	68,390	3,210	4%
Staff Assistant	82-1191	0	0	65,810	67,970	2,160	3%
Deputy Sheriff SR	82-1515	0	0	169,920	229,910	59,990	35%
Deputy Sheriff	82-1520	0	0	281,410	267,420	(13,990)	- 4%
Resident Deputy	82-1521	0	0	179,600	194,350	14,750	8%
Extra Help - Dep. Sheriff	82-1915	0	0	17,500	35,700	18,200	104%
Extra Help - A.S. III	82-1940	0	0	6,500	6,500	0	0%
Overtime	82-1945	0	0	82,750	86,390	3,640	4%
F.I.C.A.	82-1950	0	0	88,340	95,960	7,620	8%
Retirement	82-1955	0	0	167,400	197,530	30,130	18%
Retirement Bond Payment	82-1958	0	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	0	196,680	216,420	19,740	10%
Dental Insurance	82-1965	0	0	26,160	27,610	1,450	5%
HSA Contribution	82-1966	0	0	26,740	28,160	1,420	5%
Benefits Admin Fees	82-1967	0	0	460	420	(40)	- 8%
Life/AD&D Insurance	82-1970	0	0	1,310	1,120	(190)	- 14%
Salary Continuation Insur	82-1972	0	0	1,650	1,690	40	2%
S.A.I.F.	82-1975	0	0	24,210	23,940	(270)	- 1%
Unemployment	82-1980	0	0	10,400	12,550	2,150	20%
Personal Services	82-1985	1,766,409	1,790,832	0	0	0	0%
Personnel Services Totals:		1,766,409	1,790,832	1,673,870	1,837,520	163,650	9%
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Insurance	82-2200	22,490	25,220	28,800	48,090	19,290	66%
Software Maintenance	82-2265	9,000	0	0	0	0	0%
General Equipment	82-2268	510	3,466	20,000	20,000	0	0%
Maintenance S.I.G.	82-2300	7,613	49	0	20,000	20,000	100%
Membership Fees And Dues	82-2370	325	413	0	0	0	0%
Office Furniture & Equipment	82-2454	480	800	800	30,000	29,200	3650%
LAN Equipment	82-2455	1,536	10,309	12,000	15,000	3,000	25%
Auditing And Accounting	82-2462	1,750	2,050	1,700	2,260	560	32%
RLED Discretionary Programs	82-2482	5,530	4,607	5,000	7,500	2,500	50%
Ballistics Vests - RLED	82-2690	3,101	6,277	5,000	5,000	0	0%
Flash And Seed Money	82-2774	0	0	5,000	5,000	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Materials & Supplies	82-2967	196,252	387,720	392,760	421,770	29,010	7%
Indirect Cost Allocation	82-3210	73,600	74,800	71,400	72,500	1,100	1%

Misc Other Charges	82-3212	5,550	5,550	8,000	8,000	0	0%
Materials & Services Totals:		327,737	521,261	550,460	655,120	104,660	19%
Special Payments							
Special Payment to Marine Patr	82-3820	0	0	26,000	26,000	0	0%
Special Payments Totals:		0	0	26,000	26,000	0	0%
Capital Outlay							
Buildings	82-4108	0	0	0	120,000	120,000	100%
Automotive Equipment	82-4200	83,082	106,594	80,300	123,000	42,700	53%
Police Cars	82-4216	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	5,904	0	0	38,800	38,800	100%
Capital Outlay Totals:		88,986	106,594	80,300	281,800	201,500	250%
Transfers Out							
Trans To Emergency Comm	82-8110	58,937	0	0	0	0	0%
Trans To Drug Task Force	82-8115	60,300	82,900	0	0	0	0%
Trans To Marine Patrol	82-8120	28,200	29,000	0	0	0	0%
Transfers Out Totals:		147,437	111,900	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	230,250	230,250	0	0%
Contingencies Totals:		0	0	230,250	230,250	0	0%
Total Expenditures:		2,330,569	2,530,588	2,560,880	3,030,690	469,810	1.00

Patrol Vehicle

Department Priority:	1		
Location:	Criminal Division		
Link to Other Project(s):			
Description:	These are replacement vehicles for a Criminal Division. Cost includes price of the vehicles and all added equipment.		
Justification:	These replacements are in compliance with the RLED Long Term Financial Plan vehicle replacement policy. The vehicles being replaced will have approximately 150,000 to 160,000 miles and due to the nature of operation they need to be removed from front-line service. RLED will purchase three vehicles and Special Projects will purchase one.		
Alternatives:	Maintain current vehicles and accept increased maintenance costs for major system failures (transmission/suspension/engine).		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input checked="" type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 3 Total Unit Cost: 27,000 81,000 Installation Fee: 14,000 42,000 Trade in Credit: 0 0 <hr/> Net Cost: 41,000 123,000	

Evidence Pass Through Lockers

Department Priority:	2		
Location:	Sheriff's Office-Support Division		
Link to Other Project(s):			
Description:	Evidence Pass Through Lockers with refrigerated unit.		
Justification:	The new evidence room will need evidence pass through lockers incorporated into the construction to meet evidence best practices. The unit will need refrigerated units for blood and urine evidence per evidence protocols. The cost of the remodel project exceeds loan authority, some equipment has been removed from the remodel to reduce the cost of the project. Special Projects will pay for 40% of this equipment and RLED will pay for 60%.		
Alternatives:	The current pass through system is not in compliance with evidence best practices and is not conducive to the move and remodel.		
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Total Unit Cost: 10,800 10,800 Installation Fee: 0 0 Trade in Credit: 0 0 <hr/> Net Cost: 10,800 10,800	

High Density Storage Shelving

Department Priority:	3		
Location:	Sheriff's Office-Support Division		
Link to Other Project(s):			
Description:	High Density Storage Shelving for the new evidence room		
Justification:	The system will provide significantly greater storage capacity per square foot of floor space for evidence and property. They are three times more space efficient than conventional shelving at half the cost. This will allow the evidence/property room to be built at less square feet reducing overall construction cost. Special Projects will pay 40% of the cost and RLED will pay 60% of the cost.		
Alternatives:	Could use conventional shelving in the new facility with significantly less storage or increase the size of the evidence room.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 21,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 21,000	Total <hr/> 21,000 <hr/> 0 <hr/> 0 <hr/> 21,000

Vehicle and Evidence Building

Department Priority:	4		
Location:	Sheriff's Office		
Link to Other Project(s):			
Description:	Pole Building to house large evidence, evidence vehicles and back-up vehicles		
Justification:	<p>The remodel of the Parole and Probation Building to house the Criminal and Support Divisions is over budget and did not include the pole building needed to house back-up vehicles (SAR and Criminal) out of the weather and evidence vehicles. This building is needed to maintain security and allow processing of vehicles taken into evidence.</p> <p>RLED will pay for 60% of the proposed building and Special Projects will pay for 40%, which is the cost split in the Criminal Division.</p>		
Alternatives:	There is no ready alternative as the project cost of the remodel exceeds loan authority.		
Request Type:	<input type="radio"/> Replacement <input checked="" type="radio"/> Addition		
Request Category:	<input checked="" type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 120,000 Installation Fee: 0 Trade in Credit: 0 <hr/> Net Cost: 120,000	Total <hr/> 120,000 <hr/> 0 <hr/> 0 <hr/> 120,000

Electronic Evidence System

Department Priority:	5							
Location:	Support Division							
Link to Other Project(s):								
Description:	Evidence Scanning Program and Hardware							
Justification:	Scanning capability is very important to manage and track property and evidence. This saves time and increases overall security of evidence. The current system was purchased in 2007 and is no longer operable or supported. The new system will allow staff to transfer evidence and property at the counter or when using the mobile application at off site locations.							
Alternatives:	There are no alternatives as the current equipment no longer works.							
Request Type:	<input checked="" type="radio"/> Replacement <input type="radio"/> Addition							
Request Category:	<input type="radio"/> Building <input type="radio"/> Land <input type="radio"/> Automotive <input type="radio"/> Office Equipment <input checked="" type="radio"/> Computer <input type="radio"/> Other	Unit Quantity: 1 Unit Cost: 7,000 Installation Fee: 0 Trade in Credit: 0 Net Cost: 7,000	<table style="margin-left: auto;"> <tr> <th style="text-align: left;">Total</th> </tr> <tr> <td style="border-top: 1px solid black;">7,000</td> </tr> <tr> <td style="border-top: 1px solid black;">0</td> </tr> <tr> <td style="border-top: 1px solid black;">0</td> </tr> <tr> <td style="border-top: 1px solid black; border-bottom: 3px double black;">7,000</td> </tr> </table>	Total	7,000	0	0	7,000
Total								
7,000								
0								
0								
7,000								

Road District #1

Mission Statement

The Road District receives property tax revenues which are used for the maintenance and improvement of County Roads.

Department Overview

The Road District No. 1 is an independent County service district governed by the Board of Commissioners. The District receives revenues from the property tax base levy and a portion of the timber sales from the Clatsop State Forest. These receipts are distributed to the Road Administration, Road Maintenance & Construction and Road Contingency funds.

Major Accomplishments

Transferred a total of \$3,554,010 to the Road Administration, Road Maintenance & Construction and Road Contingency organization units.

Budget Highlights

The Road District Fund is projecting an increase in tax revenues of about 2% over last year and higher timber revenues.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	51,106	158,720	0	466,960	466,960	0%
Property Taxes Current Yr	1,759,602	1,805,823	1,832,420	1,826,000	(6,420)	0%
Property Taxes Prior Year	141,353	88,404	70,000	80,000	10,000	0%
GP Reserve Revenue	7,274	8,070	0	0	0	0%
SIP-06-02 Taxes	170,476	169,305	128,000	128,000	0	0%
Land Sales	0	5,079	0	0	0	0%
Interest On Investments	2,373	2,666	3,500	3,500	0	0%
Timber Sales	825,086	1,223,581	1,055,230	1,761,350	706,120	0%
Total Revenue:	2,957,270	3,461,647	3,089,150	4,265,810	1,176,660	38%
Total Unappropriated Budget:	158,720	513,347	0	0	0	0%
Total Budgeted Resources:	2,798,550	2,948,300	3,089,150	4,265,810	1,176,660	38%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	1,850	5,200	2,100	2,560	460	21%
Special Payments	0	0	3,087,050	4,263,250	1,176,200	38%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	2,796,700	2,943,100	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	2,798,550	2,948,300	3,089,150	4,265,810	1,176,660	38%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Auditing And Accounting	82-2462	1,750	1,800	1,900	2,260	360	18%
Indirect Cost Allocation	82-3210	100	3,400	200	300	100	50%
Materials & Services Totals:		1,850	5,200	2,100	2,560	460	21%
Special Payments							
Special Payment to General Roa	82-3802	0	0	3,087,050	4,263,250	1,176,200	38%
Special Payments Totals:		0	0	3,087,050	4,263,250	1,176,200	38%
Transfers Out							
Transfer To General Road	82-8002	2,796,700	2,943,100	0	0	0	0%
Transfers Out Totals:		2,796,700	2,943,100	0	0	0	0%
Total Expenditures:		2,798,550	2,948,300	3,089,150	4,265,810	1,176,660	1.00

Westport Sewer Service

Mission Statement

The District is responsible for the operation and maintenance of the sewer system in Westport.

Department Overview

The Westport Sewer Service District is a Special District with oversight by the Board of County Commissioners. The district is responsible for the operation and maintenance of the sewer system in Westport, an unincorporated community, serving 90 connections. The system involves plant operations, sewer lines, manholes and individual septic tanks, including their pumping and repair. The administration and oversight of the District is provided by the County Roads Division and charged back to the District.

Major Accomplishments

The Public Works Director worked with DEQ and Curran-McLeod Inc., a consulting firm, to identify a solution that will permanently correct the PH problem at the sewer plant. Hired a new licensed operator for sewer plant oversight to replace former operator who retired.

Budget Highlights

This year's budget has an increase in the beginning balance and contingency. Personnel Services are higher due to COLA and Materials and Services are higher due to an \$2,760 increase in Insurance.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	17,753	13,685	22,280	34,890	12,610	0%
Interest On Investments	23	55	100	80	(20)	- 0%
Users Fees	72,990	74,000	73,000	70,000	(3,000)	- 0%
S.A.I.F. Reimbursement	222	176	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Prior Year Audit Adjustment	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	0	540	0	(540)	- 1%
Total Revenue:	90,989	87,917	95,920	104,970	9,050	9%
Total Unappropriated Budget:	13,685	26,051	0	0	0	0%
Total Budgeted Resources:	77,304	61,866	95,920	104,970	9,050	9%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	7,976	8,646	10,300	10,930	630	6%
Personnel Benefits	1,174	1,207	1,420	1,490	70	4%
Material & Supplies	38,599	38,454	47,250	49,070	1,820	3%
Special Payments	2,575	1,222	2,310	2,160	(150)	- 6%
Debt Service	4,980	6,336	5,270	5,420	150	2%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	22,000	6,000	2,000	2,000	0	0%
Contingency	0	0	27,370	33,900	6,530	23%
Total Expenditures:	77,304	61,866	95,920	104,970	9,050	9%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Sewer System Opr	0.35	0.35	0.26	0.26	0.00	0%
Total Personnel:	0.35	0.35	0.26	0.26	0.00	0%

Measures							
Unit of Measure Description		Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of septic tanks	Count	0	0	90	91	91	91
Number of requests for pumping full tanks	Count	0	0	1	1	1	1
Monthly residential sewer rate	Count	0	0	37	39	39	39
Percent of tanks that are checked annually	Percent	0%	0%	35%	35%	35%	35%
Ratio of sewer bills 60 days past due to total	Percent	0%	0%	10%	12%	10%	10%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Sewer System Opr	82-1710	7,976	8,646	10,300	10,930	630	6%
F.I.C.A.	82-1950	610	661	790	840	50	6%
Retirement	82-1955	15	0	0	0	0	0%
Salary Continuation Insur	82-1972	0	0	0	0	0	0%
S.A.I.F.	82-1975	544	545	540	540	0	0%
Unemployment	82-1980	5	0	90	110	20	22%
Personnel Services Totals:		9,150	9,853	11,720	12,420	700	5%
Materials & Services							
Banking Svcs Fee	82-2002	0	2	10	0	(10)	- 100%
Banking Svcs Credit Adj.	82-2003	0	(2)	10	0	(10)	- 100%
Insurance	82-2200	1,654	2,224	2,500	5,260	2,760	110%
License And Permit Fees	82-2240	2,621	2,916	3,170	4,110	940	29%
Maintenance - Equipment	82-2260	1,276	70	1,000	1,000	0	0%
Maintenance S.I.G.	82-2300	204	36	1,000	500	(500)	- 50%
Office Supplies	82-2410	25	135	100	100	0	0%
Postage And Freight	82-2419	316	334	400	400	0	0%
Prof And Spec Services	82-2450	7,867	8,610	10,600	10,600	0	0%
Contractual Engineering	82-2452	0	0	0	0	0	0%
Auditing And Accounting	82-2462	1,750	1,840	1,900	2,040	140	7%
Administrative Costs	82-2473	5,000	5,000	5,000	5,000	0	0%
Publ. And Legal Notices	82-2600	0	25	100	100	0	0%
Chemicals	82-2844	207	423	400	200	(200)	- 50%
Education And Training	82-2928	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0%
Septic Tank Pumping	82-2955	7,600	5,322	11,200	10,000	(1,200)	- 10%
Road Department Services	82-2959	1,400	1,478	2,000	1,500	(500)	- 25%
Utilities	82-2960	3,479	4,043	3,560	3,560	0	0%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	5,200	6,000	4,300	4,700	400	9%
Materials & Services Totals:		38,599	38,454	47,250	49,070	1,820	3%
Special Payments							
Interest Expense	82-2648	2,536	1,180	2,250	2,100	(150)	- 6%
Property Taxes	82-3800	39	42	60	60	0	0%
Special Payments Totals:		2,575	1,222	2,310	2,160	(150)	- 6%
Debt Service							
Loan Paydown	82-2646	4,980	6,336	5,270	5,420	150	2%
Loan Interest	82-2647	0	0	0	0	0	0%
Debt Service Totals:		4,980	6,336	5,270	5,420	150	2%
Transfers Out							
Trans To Westport Equip	82-8386	22,000	6,000	2,000	2,000	0	0%

Transfers Out Totals:		22,000	6,000	2,000	2,000	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	27,370	33,900	6,530	23%
Contingencies Totals:		0	0	27,370	33,900	6,530	23%
Total Expenditures:		77,304	61,866	95,920	104,970	9,050	1.00

Westport Sewer Equipment

Department Overview

This fund is for replacement of equipment required for the operation of the Westport Sewer District. It is funded by money transferred from the Westport Sewer Service District fees and any other available sources to provide for current and future equipment requirements.

Major Accomplishments

This year a consultant was hired to identify the cause and solutions for the ongoing pH issues at the sewer plant. Some changes to the interior plant plumbing system were completed to correct these problems.

Budget Highlights

This year's beginning balance and contingency are lower due to the cost of last year's construction costs for changes to the plant to correct the pH problems.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	44,072	61,077	65,130	45,640	(19,490)	- 0%
Georgia Pacific	0	0	0	0	0	0%
Interest On Investments	309	343	300	300	0	0%
Trans From Westport Sewer	22,000	6,000	2,000	2,000	0	0%
Total Revenue:	66,381	67,420	67,430	47,940	(19,490)	- 28%
Total Unappropriated Budget:	61,077	63,502	0	0	0	0%
Total Budgeted Resources:	5,304	3,918	67,430	47,940	(19,490)	- 28%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	5,304	3,918	20,200	20,300	100	0%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	47,230	27,640	(19,590)	- 41%
Total Expenditures:	5,304	3,918	67,430	47,940	(19,490)	- 28%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	3,741	1,661	5,000	5,000	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
Contractual Services	82-2471	1,163	1,957	15,000	15,000	0	0%
Indirect Cost Allocation	82-3210	400	300	200	300	100	50%
Materials & Services Totals:		5,304	3,918	20,200	20,300	100	0%
Special Payments							
Interest Expense	82-2648	0	0	0	0	0	0%
Special Payments Totals:		0	0	0	0	0	0%
Capital Outlay							
Buildings	82-4108	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%
Debt Service							
Loan Paydown	82-2646	0	0	0	0	0	0%
Debt Service Totals:		0	0	0	0	0	0%
Contingencies							
Appropriation For Contin.	82-9900	0	0	47,230	27,640	(19,590)	- 41%
Contingencies Totals:		0	0	47,230	27,640	(19,590)	- 41%
Total Expenditures:		5,304	3,918	67,430	47,940	(19,490)	1.00

4-H & Extension

Mission Statement

The Oregon State University Extension Service educates Oregonians by delivering research-based, objective information to help them solve problems, develop leadership, and manage resources wisely.

Department Overview

4-H Youth Development provides countywide educational activities that develop leadership and responsibility skills in youth and adults.

Family and Community Health programs focus on Nutrition Education funded by the Oregon Family Nutrition Program, educating Supplemental Nutrition Assistance Program participants on how to make better food choices, handle food safely, and management of food resources.

Child Care Resource & Referral (CCR&R) - CCR&R is a Statewide referral program that supports parents, child care providers, employers and community partners in building a strong, quality child care system throughout the state.

Forestry Extension improves Oregonians' knowledge of forest resources and options for expanding benefits from these resources.

Agriculture Extension designs and delivers programs on Community Horticulture and Farming. This includes the OSU Master Gardener program that provides horticultural education to the public. Applied research and educational assistance is also provided for Dairy farms and small farms.

Coastal Hazards engages coastal residents and researchers to better understand the nature of our coastal hazards and explores ways for communities to become more resilient to these hazards.

Extension Seafood Product Development: helping Oregon seafood entrepreneurs and businesses identify and develop new and value-added products and markets for locally harvested fish, shellfish, and other food products.

Marine Resources develops programs that promote sustainable fishery resources, strengthen the long-term health and viability of the fishing industry, and improve the utilization and value of harvested species.

Major Accomplishments

4-H maintained strong 4-H clubs with 920 youth participating, The program had 152 4-H volunteer leaders. Provided programming for school open houses, recognition for members and youth, learning events such as field days, spring dog and horse shows, presentations, judging, market animal programs, home ec. and art workshops, animal vaccinations, project skills contests, youth leadership events, summer camp, after school enrichment and the Clatsop County Fair. Total of 138 activities & meetings, 7900 client contacts, over 53,000 media contacts, and 3,969 newsletters distributed to 4-H households through mail and e-mail, and 18,240 volunteer service hours were generated by 4-H.

The Family and Community Health Department Last year, the Family and Community Health Department staff made 5,862 direct contacts and 8,829 indirect contacts with Clatsop County residents through nutrition and gardening education. In FY 2014, we began the school year with our week of Food Day events held at three schools, that year in Seaside and Astoria school districts, and reached over 1,000 K-12 grade students. We were also featured on the front page of the Daily Astorian.

Child Care Resource and Referral (CCR&R) continued to establish connections and develop relationships with community partners to better serve families and child care providers. Distributed program brochures and other marketing materials. Provided a total of 60 training sessions and workshops for 115 child care providers in Clatsop County. 41 community meetings, 26 presentations, 85 referrals to parents seeking child care.

Forestry faculty: As the Treasurer of the Clatsop County Forestry and Wood Products Economic Development Committee (OSU Committee formed under the Service District), I work with a number of forest industry companies and the Oregon Department of Forestry to help educate the public on the economic importance the forest industry is for the citizens along the central and north coast. Each year this committee organizes and conducts the Community Leaders Forestry Tour funded by the forest industry (about \$3,000 per year). This event highlights the positive contributions that the forest sector brings to Clatsop County. Community leaders are invited to join us on a field tour where they can interact with experts on forestry-related subjects. From 50 to 100 community leaders attend this event each year. For 2014, 84 community leaders attended. This year will be the 25th Community Leaders Tour.

Agriculture staff trained 19 new Master Gardeners and maintained 59 Veteran Master Gardeners in all contributing 4,324 hours of volunteer service to Clatsop County.

Coastal Hazards : In 2014, I taught four credit courses, and taught or facilitated nine non-credit courses and workshops. I completed two Community Evaluation of Teaching evaluations in 2014, and one in January 7, 2015. (All 5.+ out of 6.0). My appearance on the National Geographic Channel is my personal media highlight for 2014, although being featured for a week at an educational kiosk at the Smithsonian Institute is a close second. My OSG tsunami video was featured concurrently with the Smithsonian kiosk on the national Sea Grant program website.

Extension Seafood Product Development provided consultancy services for local canning facilities in Clatsop County including technical assistance on selection of critical equipment, installation and compliance with FDA regulations.

Budget Highlights

As in the 2014-15 budget, as a result of the transition of staff to OSU in the 2013-14 FY, the payment to OSU for 4-H & Extension Services is budgeted in the Contractual Services account. An additional detailed line item budget can be supplied by the 4-H & Extension office for interested parties, however the detail includes the following highlights: There was a \$25,000 savings in indirect costs paid to the County. This was largely due to moving all employees to OSU resulting in the office using less services from the County for general operations, HR, accounting, etc. That savings will be allocated to personnel to increase office support from 2.80 to 3.15 FTE. The annexation of Cannon Beach in to the Service District will produce an additional \$44,000 in revenue that was allocated to personnel and materials/supplies to fill voids in our Natural Resources/Forestry and Small Farms departments to meet the needs for Clatsop County. Additional increase in other property tax will be added to contingency. Increase timber revenue will be split between contingency and general operations to grow current programming and support any new faculty. Total requested budget includes an operating contingency of \$161,480.

Funding Sources

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change Adopted	% Change Adopted
Beginning Balance	331,121	331,458	262,250	180,620	(81,630)	- 0%
Property Taxes Current Yr	213,770	221,104	226,640	275,960	49,320	0%
Property Taxes Prior Year	16,837	10,586	7,000	7,000	0	0%
GP Reserve Revenue	884	988	800	1,000	200	0%
SIP-06-02 Taxes	8,657	8,598	6,500	6,500	0	0%
Land Sales	0	622	0	0	0	0%
West Oregon Severance Tax	0	0	0	0	0	0%
Interest On Investments	1,694	1,604	1,500	1,500	0	0%
Timber Sales	43,302	64,215	55,330	92,430	37,100	0%
S.A.I.F. Reimbursement	124	106	100	100	0	0%
Rev. Refunds & Reim.	3,694	391	2,000	26,670	24,670	12%
Admin Services Fees	0	0	0	0	0	0%
Contracted Services	0	0	0	0	0	0%
OFNP Project	125,535	0	0	0	0	0%
MG Ag Grant	7,500	0	0	0	0	0%
NCFW Project	38,793	0	0	0	0	0%
Workshop	400	0	1,000	1,000	0	0%
Misc. Grants, Etc	8,700	0	20,000	20,000	0	0%
Miscellaneous Revenue	418	0	0	0	0	0%
Equip. Auction & Sales	0	0	0	0	0	0%
Total Revenue:	801,429	639,671	583,120	612,780	29,660	5%
Total Unappropriated Budget:	331,458	113,207	0	0	0	0%
Total Budgeted Resources:	469,971	526,464	583,120	612,780	29,660	5%

Expenditures

Departmental Revenue Account Name	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Salary & Wages	185,615	0	0	0	0	0%
Personnel Benefits	127,756	0	0	0	0	0%
Material & Supplies	140,100	526,464	482,120	451,300	(30,820)	- 6%
Special Payments	16,500	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	101,000	161,480	60,480	59%
Total Expenditures:	469,971	526,464	583,120	612,780	29,660	5%

Staffing Summary

Authorized Personnel	Actual 2012-2013	Actual 2013-2014	Budget 2014-2015	Adopted 2015-2016	FTE Change Adopted	% Change Adopted
Staff Assistant	1.00	0.00	0.00	0.00	0.00	0%
Office Specialist	1.00	0.00	0.00	0.00	0.00	0%
Program Assistant	1.00	0.00	0.00	0.00	0.00	0%
FCD Program Assistant	1.00	0.00	0.00	0.00	0.00	0%
FCH Instructor	1.00	0.00	0.00	0.00	0.00	0%
Food Systems Coordinator	0.50	0.00	0.00	0.00	0.00	0%
Total Personnel:	5.50	0.00	0.00	0.00	0.00	0%

Measures

Unit of Measure Description	Actual 2010-2011	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Projected 2014-2015	Budget 2015-2016
Number of Programs, workshops, client meetings	1,319	1,565	1,402	1,419	1,513	1,600
Number of clientele contacts	36,272	43,784	55,317	55,402	56,339	56,500
Newsletter distributed	9,108	10,480	12,093	11,897	12,013	12,250
Number of volunteers managed	413	445	395	416	472	500
Number of 4-H Club members	414	513	478	513	920	1000
Extension volunteer service hours generated	28,162	29,860	23,272	24,413	26,112	26,500
Number of in-school enrichment & other program participation 4-H/non-4-H members	616	712	2,769	2,638	2,892	3,000
New publications produced	13	12	26	21	17	20
Total value of 4-H livestock auctioned at fair	\$147,760	\$161,712	\$180,103	\$187,210	\$226,804	\$200,000
4-H Projects exhibited at fair	2,496	2,639	1,885	1,910	2,089	2,100
Average teaching effectiveness from evaluations (scale of 1-6; 6 being best)	3.9	4.1	5.7	5.8	5.8	6
Percentage of program participants adopting practices taught	79%	83%	84%	85%	86%	90%

Summary

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Adopted 2015-2016	\$ Change 2015-2016	% Change 2015-2016
Personnel Services							
Staff Assistant	82-1191	38,968	0	0	0	0	0%
Office Specialist	82-1240	35,771	0	0	0	0	0%
Admin Support III	82-1860	2,972	0	0	0	0	0%
Program Assistant	82-1872	38,399	0	0	0	0	0%
FCD Program Assistant	82-1878	1,159	0	0	0	0	0%
FCH Instructor	82-1879	49,318	0	0	0	0	0%
Food Systems Coordinator	82-1880	19,027	0	0	0	0	0%
Extra Help - Prog Aides	82-1932	40,852	0	0	0	0	0%
Overtime	82-1945	3,200	0	0	0	0	0%
F.I.C.A.	82-1950	17,116	0	0	0	0	0%
Retirement	82-1955	24,053	0	0	0	0	0%
Retirement Bond Payment	82-1958	0	0	0	0	0	0%
Medical/Dental Ins	82-1960	40,613	0	0	0	0	0%
Life Insurance	82-1970	528	0	0	0	0	0%
Salary Continuation Insur	82-1972	523	0	0	0	0	0%
S.A.I.F.	82-1975	497	0	0	0	0	0%
Unemployment	82-1980	373	0	0	0	0	0%
Vacation/Sick Payout	82-1984	0	0	0	0	0	0%
Personnel Services Totals:		313,371	0	0	0	0	0%
Materials & Services							
Banking Svcs Fee	82-2002	0	26	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	0	(27)	0	0	0	0%
Telephones	82-2070	1,673	0	0	0	0	0%
Network/E-mail Access	82-2080	4,628	0	0	0	0	0%
Grant Expenses	82-2139	0	0	0	0	0	0%
Program Supplies	82-2140	6,560	0	0	0	0	0%
Custodial Services	82-2161	43	0	0	0	0	0%
Insurance	82-2200	1,619	0	0	0	0	0%
License And Permit Fees	82-2240	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
General Equipment	82-2268	0	0	0	0	0	0%
Maintenance S.I.G.	82-2300	0	0	0	0	0	0%
Employee Drug Screen	82-2302	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	220	0	0	0	0	0%
Office Supplies	82-2410	2,229	0	0	0	0	0%
Books And Periodicals	82-2413	949	0	0	0	0	0%
Postage And Freight	82-2419	3,792	0	0	0	0	0%
Printing And Reproduction	82-2425	4,439	0	0	0	0	0%
Office Furniture & Equipment	82-2454	651	0	0	0	0	0%
LAN Equipment	82-2455	3,222	0	0	0	0	0%
Auditing And Accounting	82-2462	1,750	0	0	0	0	0%
Contract Personnel	82-2470	0	0	0	0	0	0%

Contractual Services	82-2471	0	526,465	482,120	451,300	(30,820)	- 6%
Administrative Costs	82-2473	220	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	4,437	0	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	49,285	0	0	0	0	0%
Special Projects	82-2881	2,923	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	3,355	0	0	0	0	0%
Education And Training	82-2928	372	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	5,682	0	0	0	0	0%
County Fair Expense	82-3205	17,353	0	0	0	0	0%
Indirect Cost Allocation	82-3210	24,700	0	0	0	0	0%
Materials & Services Totals:		140,100	526,464	482,120	451,300	(30,820)	- 6%

Special Payments

AmeriCorps HOPE	82-3098	0	0	0	0	0	0%
Workshop Costs	82-3262	0	0	0	0	0	0%
Intercounty Sup Tillamook	82-3600	16,500	0	0	0	0	0%
Special Payments Totals:		16,500	0	0	0	0	0%

Capital Outlay

Structures & Improvements	82-4100	0	0	0	0	0	0%
Buildings	82-4108	0	0	0	0	0	0%
Automotive Equipment	82-4200	0	0	0	0	0	0%
Office Equipment	82-4300	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		0	0	0	0	0	0%

Transfers Out

Trans To Special Projects	82-8100	0	0	0	0	0	0%
Transfers Out Totals:		0	0	0	0	0	0%

Contingencies

Appropriation For Contin.	82-9900	0	0	101,000	161,480	60,480	59%
Contingencies Totals:		0	0	101,000	161,480	60,480	59%
Total Expenditures:		469,971	526,464	583,120	612,780	29,660	1.00

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Line Item Budget Detail

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Personnel Services								
Public Health Director	82-1086	549	0	0	0	0	0	0
Public Health Nurse	82-1205	0	0	0	0	0	0	0
Public Health Nurse I	82-1207	0	0	0	0	0	0	0
Public Health Nurse II	82-1209	7,891	0	0	0	0	0	0
Public Health Nurse III	82-1212	0	0	0	0	0	0	0
Admin. Support IV	82-1854	0	0	0	0	0	0	0
Wic Nutrition Aide	82-1871	0	0	0	0	0	0	0
Extra Help - Interpreter	82-1906	0	0	0	0	0	0	0
F.I.C.A.	82-1950	628	0	0	0	0	0	0
Retirement	82-1955	1,149	0	0	0	0	0	0
Retirement Bond Payment	82-1958	799	0	0	0	0	0	0
Medical/Dental Ins	82-1960	1,776	0	0	0	0	0	0
Life Insurance	82-1970	13	0	0	0	0	0	0
Salary Continuation Insur	82-1972	7	0	0	0	0	0	0
S.A.I.F.	82-1975	25	0	0	0	0	0	0
Unemployment	82-1980	22	0	0	0	0	0	0
Personnel Services Totals:		12,859	0	0	0	0	0	0
Materials & Services								
Medical Supplies	82-2345	12	0	0	0	0	0	0
Membership Fees And Dues	82-2370	58	0	0	0	0	0	0
Office Supplies	82-2410	12	0	0	0	0	0	0
Books And Periodicals	82-2413	0	0	0	0	0	0	0
Postage And Freight	82-2419	19	0	0	0	0	0	0
Printing And Reproduction	82-2425	11	0	0	0	0	0	0
Administration	82-2475	0	0	0	0	0	0	0
Publi. And Legal Notices	82-2600	0	0	0	0	0	0	0
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0	0
Education And Training	82-2928	0	0	0	0	0	0	0
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0	0
Indirect Cost Allocation	82-3210	525	0	0	0	0	0	0
Materials & Services Totals:		638	0	0	0	0	0	0
Special Payments								
Client Services	82-2499	125	0	0	0	0	0	0
Special Payments Totals:		125	0	0	0	0	0	0
Capital Outlay								
Office Equipment	82-4300	0	0	0	0	0	0	0
Capital Outlay Totals:		0	0	0	0	0	0	0
Total Expenditures:		13,622	0	0	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	178	0	0	0	0	0	0
Beginning Balance Totals:		178	0	0	0	0	0	0
Intergov State Revenue								
World AIDS Day Grant	81-4150	0	0	0	0	0	0	0
Intergov State Revenue Totals:		0	0	0	0	0	0	0
Intergov Federal Revenue								
Hiv Block Grant	81-5217	0	0	0	0	0	0	0
Intergov Federal Revenue Totals:		0	0	0	0	0	0	0
Charge for Service								
Aids Test Fees - Pt	81-5215	0	0	0	0	0	0	0
OMAP HIV Fees	81-5218	0	0	0	0	0	0	0
Charge for Service Totals:		0	0	0	0	0	0	0
Other Revenue								
HHS Donations	81-7303	0	0	0	0	0	0	0
Miscellaneous Revenue	81-8990	0	0	0	0	0	0	0
Other Revenue Totals:		0	0	0	0	0	0	0
Transfer Revenue								
Transfer From General	81-9001	0	0	0	0	0	0	0
Transfer Revenue Totals:		0	0	0	0	0	0	0
Total Revenue:		178	0	0	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	3,282	0	0	0	0	0	0
Beginning Balance Totals:		3,282	0	0	0	0	0	0
Intergov State Revenue								
Chronic Disease Grant	81-4520	0	0	0	0	0	0	0
Intergov State Revenue Totals:		0	0	0	0	0	0	0
Intergov Other Revenue								
CLHO	81-6061	0	0	0	0	0	0	0
Intergov Other Revenue Totals:		0	0	0	0	0	0	0
Other Revenue								
Ford Family Foundation	81-8150	1,480	0	0	0	0	0	0
Rev. Refunds & Reim.	81-8778	0	0	0	0	0	0	0
Miscellaneous Revenue	81-8990	0	0	0	0	0	0	0
Other Revenue Totals:		1,480	0	0	0	0	0	0
Total Revenue:		4,762	0	0	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	75,725	89,827	49,400	0	0	0	0
Beginning Balance Totals:		75,725	89,827	49,400	0	0	0	0
Use of Money/Property								
Interest On Investments	81-3100	698	522	0	0	0	0	0
Use of Money/Property Totals:		698	522	0	0	0	0	0
Intergov Federal Revenue								
Federal Meal Reimbursement	81-8950	24,321	10,861	0	0	0	0	0
Intergov Federal Revenue Totals:		24,321	10,861	0	0	0	0	0
Intergov Other Revenue								
Juvenile Facility Rent	81-6993	258,022	118,076	0	0	0	0	0
Intergov Other Revenue Totals:		258,022	118,076	0	0	0	0	0
Charge for Service								
Program Services	81-7230	5,000	0	0	0	0	0	0
Charge for Service Totals:		5,000	0	0	0	0	0	0
Other Revenue								
Rev. Refunds & Reim.	81-8778	3,822	624	0	0	0	0	0
Contracted Services	81-8801	1,260	0	0	0	0	0	0
Special Projects Revenue	81-8979	0	0	0	0	0	0	0
Miscellaneous Revenue	81-8990	647	0	0	0	0	0	0
Other Revenue Totals:		5,728	624	0	0	0	0	0
Transfer Revenue								
Transfer From General	81-9001	495,000	261,750	0	0	0	0	0
Transfer Revenue Totals:		495,000	261,750	0	0	0	0	0
Total Revenue:		864,494	481,660	49,400	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	46,768	8,736	9,000	0	0	0	0
Beginning Balance Totals:		46,768	8,736	9,000	0	0	0	0
Use of Money/Property								
Interest On Investments	81-3100	291	32	0	0	0	0	0
Use of Money/Property Totals:		291	32	0	0	0	0	0
Intergov Federal Revenue								
My Future My Choice Grant	81-6071	3,011	0	0	0	0	0	0
Suicide Prevention Grant	81-6072	4,283	0	0	0	0	0	0
CCF Youth Investment	81-6073	15,458	0	0	0	0	0	0
CCF Family Support	81-6074	8,573	0	0	0	0	0	0
Intergov Federal Revenue Totals:		31,325	0	0	0	0	0	0
Intergov Other Revenue								
Comm On Children & Family	81-6067	127,140	0	0	0	0	0	0
Friendly PEERsusion Grant	81-6068	0	0	0	0	0	0	0
Intergov Other Revenue Totals:		127,140	0	0	0	0	0	0
Other Revenue								
Ford Family Foundation	81-8150	0	0	0	0	0	0	0
Suicide Prevention Programs	81-8155	0	0	0	0	0	0	0
Rev. Refunds & Reim.	81-8778	60	0	0	0	0	0	0
Miscellaneous Revenue	81-8990	0	0	0	0	0	0	0
Other Revenue Totals:		60	0	0	0	0	0	0
Transfer Revenue								
Transfer From General	81-9001	0	0	0	0	0	0	0
Transfer Revenue Totals:		0	0	0	0	0	0	0
Total Revenue:		205,583	8,768	9,000	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	0	0	0	0	0	0	0
Beginning Balance Totals:		0	0	0	0	0	0	0
Intergov State Revenue								
Continuum of Care SE#66	81-4548	0	0	0	0	0	0	0
Intergov State Revenue Totals:		0	0	0	0	0	0	0
Other Revenue								
Ford Family Foundation	81-8150	0	0	0	0	0	0	0
Rev. Refunds & Reim.	81-8778	0	0	0	0	0	0	0
Other Revenue Totals:		0	0	0	0	0	0	0
Total Revenue:		0	0	0	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	58,154	4,671	5,000	0	0	0	0
Beginning Balance Totals:		58,154	4,671	5,000	0	0	0	0
Use of Money/Property								
Interest On Investments	81-3100	552	26	0	0	0	0	0
Use of Money/Property Totals:		552	26	0	0	0	0	0
Intergov State Revenue								
Telephone St 911 Tax	81-4025	117,806	0	0	0	0	0	0
Intergov State Revenue Totals:		117,806	0	0	0	0	0	0
Other Revenue								
Lease Revenue	81-8940	4,285	0	0	0	0	0	0
Other Revenue Totals:		4,285	0	0	0	0	0	0
Transfer Revenue								
Transfer From General	81-9001	38,024	0	0	0	0	0	0
Trans From Law Enforcemnt	81-9305	58,937	0	0	0	0	0	0
Transfer From State Timber En.	81-9330	22,837	0	0	0	0	0	0
Transfer Revenue Totals:		119,798	0	0	0	0	0	0
Total Revenue:		300,594	4,697	5,000	0	0	0	0

Budget Revenue Projections

Account Name	Account #	Actual 2012-2013	Actual 2013-2014	Adopted 2014-2015	Requested 2015-2016	Proposed 2015-2016	Approved 2015-2016	Adopted 2015-2016
Beginning Balance								
Beginning Balance	81-0050	4,899	4,927	5,100	0	0	0	0
Beginning Balance Totals:		4,899	4,927	5,100	0	0	0	0
Use of Money/Property								
Interest On Investments	81-3100	28	26	0	0	0	0	0
Property Rents	81-3400	0	0	0	0	0	0	0
Use of Money/Property Totals:		28	26	0	0	0	0	0
Other Revenue								
Miscellaneous Revenue	81-8990	0	0	0	0	0	0	0
Other Revenue Totals:		0	0	0	0	0	0	0
Transfer Revenue								
Transfer From General	81-9001	0	0	0	0	0	0	0
Transfer Revenue Totals:		0	0	0	0	0	0	0
Total Revenue:		4,927	4,953	5,100	0	0	0	0

GLOSSARY OF BUDGET TERMS

“Accrual Basis” is the method of accounting recognizing transactions when they occur without regard to cash flow timing.

“Activity” is a specific and distinguishable service performed by one or more organizational components of a municipal corporation to accomplish a function for which the municipal corporation is responsible. (ORS 294.311)

“Ad Valorem Tax” is a Tax based on the assessed value of a property.

“Adopted Budget” is the financial plan adopted by the governing body, which forms a basis for appropriations. (Local Budgeting in Oregon 2012 Edition)

“Appropriation” is an authorization granted by the governing body to make expenditures and to incur obligations for specific purposes, based on an adopted budget.

“Assessed Valuation” is a valuation set upon real estate or other property by government as a basis for levying taxes.

“Audit Report” is a report in a form that is prescribed by the state

“Balanced Budget” is a budget in which the resources equal the requirements in every fund.

“Beginning Balance” is unrestricted working capital (resources) on hand at the end of the fiscal year, available to fund the next year’s operations. Typically, the fund balance is derived from actual revenues received less actual expenditures.

“Bond” is a written promise to pay a specified sum of money called face value or principal amount, at a specified date or dates in the future, together with periodic interest at a specified rate.

“Budget” is a plan of financial operation embodying an estimate of expenditures for a given period or purpose and the proposed means of financing the estimated expenditures. (ORS 294.311)

Budget Committee is the fiscal planning board of a local government, consisting of the governing body plus an equal number of legal voters appointed from the district. (ORS 294.336)

“Budget Documents” means the estimates of expenditures and budget resources as set forth on the estimate sheets, tax levy and the financial summary. (ORS 294.311)

“Budget Officer” is the person appointed by the governing body to assemble budget material and information and to prepare the proposed budget. (Local Budgeting in Oregon 2012 Edition)

“Budget Message” is a written explanation of the budget and the local government’s financial priorities.

“Budget Resources” are resources to which recourse can be had to meet obligations and expenditures during the fiscal year covered by the budget. (ORS 294.311)

“Capital Outlay” expenditures for the acquisition of capital assets. Capital Outlay are items that generally have a useful life of one or more years, such as machinery, land, furniture, equipment or buildings; and a cost of more than \$5,000.

“Capital Projects Fund” is a governmental fund type used to account and report for financial resources that are restricted, committed, or assigned to expenditures for capital outlays, including the acquisition or construction of capital facilities and other capital assets.

“Contingency” is a budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted; use of contingency requires Board approval.

“Current Year” means the fiscal year in progress. (ORS 294.311)

“Dedicated Revenue” also known as *Restricted Revenue* is funds that can only be spent for specific purposes because of constitutional provisions or enabling legislation, or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

“Department” serves as a specific function as a distinct organizational unit within a given fund.

“Depreciation” the portion of the cost of a capital asset other than a wasting asset that is charged as an expense during a particular period.

“Debt Service Fund” is a governmental fund type established to account and report financial resources that are restricted, committed, or assigned to the expenditure for to account for payment of general long-term debt principal and interest.

“Discretionary Revenue” is the primary source of funds over which the governing body has some options regarding the activities/purposes to which they are allocated.

“Encumbrance” is the amount of money committed and set aside, but not yet expended, for the purchases of public goods or services.

“Enterprise Fund” is a proprietary fund type used to report an activity for which a fee is charged to external used for goods or services.

“Expenditures” means total amount incurred if accounts are kept on accrual basis; total amount paid if accounts are kept on a cash basis. (Local Budgeting in Oregon 2012 Edition)

“Fees” are charges for specific services levied by a local government in connection with providing a service, permitting an activity or imposing a fine or penalty.

“Fiduciary Funds” is any fund held by a government in a fiduciary capacity for an external party, ordinarily as an agent or trustee.

“Fiscal year” is the 12-month period beginning July 1 and closing on June 30. (ORS 294.311)

“Fixed Asset” is an asset of a long-term character such as land, buildings, furniture, vehicles, and other equipment with a useful life of more than 1 year and a unit value of \$5,000 or more.

“Full-Time Equivalent (FTE)” is the ratio of time expended in a part-time position to that of a full-time position. The ratio is derived by dividing the amount of employed time required in the part-time position by the amount of employed time required in a corresponding full-time position.

“Functional Area” is the grouping of budgets related to the types of activities provided, i.e. “Public Safety and Justice” includes all law enforcement-related organizational unit budgets.

“Fund” means a fiscal and accounting entity with self-balancing accounts to record cash and other financial resources, related liabilities, balances and changes; all segregated for specific regulated activities and objectives. (Local Budgeting in Oregon 2012 Edition)

“Fund Balance” means the fund equity of government funds. This is the assets minus the liabilities, leaving the dollars available to spend.

“General Fund” is a fund used to account for most fiscal activities except for those activities required to be accounted for in another fund. (Local Budgeting in Oregon 2001 Edition)

“Governmental Fund” a generic classification used by GASB to refer to all funds other than proprietary and fiduciary funds.

“Grant” is a contribution from one governmental unit to another, usually made for a specific purpose and time period.

“Intergovernmental Federal Revenues” are monies received from other governments; such as fiscal aids, shared taxes, and reimbursements for services.

“Intergovernmental State Revenues” are monies received from other state governments; such as fiscal aids, shared taxes, timber revenues, and reimbursements for services.

“Line-item Budget” is the traditional form of budgeting, in which proposed expenditures are based on individual objects of expense within a department or division. (Local Budgeting in Oregon 2001 Edition)

“Local Option Tax” is a voter-approved tax that is levied in addition to the taxes generated by the permanent tax rate. Local option taxes can be for general operations, a specific purpose, or capital project. They are limited to 5 years unless they are for a capital project, then they are limited to the useful life of the project or ten years, whichever is less.

“Major Fund” governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor’s report. Major fund types include: General Fund, Special Revenue Fund, Debt Service Fund, and Capital Projects Fund.

“Materials and Services” is a category of accounts which establish expenditures for the operating expenses of County departments and programs.

“Modified Accrual Basis” is the method of accounting where revenues are recognized in the period in which they become available and measurable, and expenditures are recognized at the time a liability is incurred pursuant to appropriation authority.

“Non-Major Fund Types” include the Enterprise Fund.

“Ordinance” is a written directive or act of a governing body that has full force and effect of law within the local government’s boundaries, provided it does not conflict with a State statute or constitutional provision.

“Organizational unit” is any administrative subdivision of the local government, especially one charged with carrying on one or more specific functions (such as a department, office or division). (Local Budgeting in Oregon 2012 Edition)

“Permanent Rate” is the maximum rate of ad valorem property taxes that a local government can impose. Taxes generated from the permanent rate can be used for any purpose. No action of the local government can increase the permanent rate.

“Personnel Service Expenses” are those expenses related to the compensation of salaried employees such as, health and accident insurance premiums, Social Security and retirement contributions, and civil service assessments.

“Program” is a group of related activities to accomplish a major service or function for which the government is responsible. (Local Budgeting in Oregon 2012 Edition)

“Property Taxes” Ad valorem tax or another tax on property certified to the county assessor by a local government unit.

“Proposed budget” is the financial and operating plan prepared by the budget officer and submitted to the public and budget committee for review. (Local Budgeting in Oregon 2001 Edition)

“Proprietary Fund” is also referred to as an *Enterprise Fund* is a fund established to account for operations that are financed and operated in a manner similar to private business enterprises; they are usually self-supporting.

“Resolution” is an order of a governing body. This requires less legal formality and has lower legal status than an ordinance. Statutes or character will specify which actions must be by ordinance and which may be by resolution.

“Resources” the estimated beginning fund balances on hand at the beginning of the fiscal year, plus all anticipated revenues. (Local Budgeting in Oregon 2012 Edition)

“Revenues” are monies received or anticipated by a local government from either tax or nontax sources.

“Special District” is an independent unit of local government generally organized to perform a single function. (i.e. sewer, roads, rural law enforcement, 4-H)

“Special Revenue Fund” is a governmental fund type used to account for and report the proceeds of specific revenue sources that are restricted or committed to expenditure for specific purposes other than debt service or capital projects.

“Transfers” are amounts distributed from one fund to finance activities in another fund. Shown as an expenditure in the originating fund, and as revenue in the receiving fund.

“Unappropriated ending fund balance” is the amount set asides in the budget to be carried over to the next year’s budget. It provides the local government with cash until tax money or other revenues are received later in the year.

BUDGET DETAIL FORMATTING

Department sections are formatted in the following manner: Mission Statement (where applicable); Department Overview; Major Accomplishments for the current FY, Performance Measures (where applicable); Budget Highlights; Funding Sources; Expenditures; Staffing Summary; and Workload Measures; and followed up with an expenditure account detail. Appropriations are reported by activity or department and most funds consist of several activities.

Appropriation in most activities is reported in four major standard categories: Personal Services, Material and Supplies, Special Payments, and Capital Outlay.

State law proscribes the form of our budget and requires the actual expenditures be reported for the two prior years even if no appropriations are proposed for next year. In most cases these outdated activities are presented in the “In-active Budgets” section.

ABBREVIATIONS FOUND IN LINE/ITEM BUDGET:

2145	House Bill 2145
ACA.....	Affordable Care Act
AD.....	Alcohol & Drug
AD&D.....	Accidental Death & Dismemberment
AFSCME.....	American Federation State County Municipal Employees
ARRA.....	American Recovery and Reinvestment Act
ASD.....	Astoria School District
A&T	Assessment and Taxation
B&F.....	Budget & Finance
B&G.....	Buildings & Grounds
BF.....	Breast Feeding
BOCC.....	Board of County Commissioners
BPA.....	Bonneville Power Administration
B/T.....	Bioterrorism
CAFR.....	Comprehensive Annual Financial Report
CC	Clatsop County
CCare.....	Contraceptive Care
CCF.....	Commission on Children & Families
CCHA	Clatsop County Housing Authority
CEDR.....	Clatsop Economic Development Resources
CLHO.....	Coalition of Local Health Officials
Co.....	County
DA.....	District Attorney
DETEN FAC	Detention Facility
DEQ.....	Department of Environmental Quality
DD.....	Developmental Disabilities
DHS.....	Department of Human Services
EMPG.....	Emergency Management Preparedness Grant
EOC.....	Emergency Operation Center
Equip.....	Equipment
FEMA.....	Federal Emergency Management Agency

FICA.....	Social Security (County Share)
FTE.....	Full Time Equivalent
GAAP.....	Generally Accepted Accounting Practices
GASB.....	Governmental Accounting Standards Board
GFOA.....	Government Finance Officers Association
GIS.....	Geographic Information System
GP.....	Georgia Pacific
HAVA.....	Help America Vote Act
HDHP.....	High Deductible Health Plan
HHW.....	Household Hazardous Waste
HAS.....	Health Savings Account
JLUS.....	Joint Land Use Study
LAN.....	Local Area Network
LCDC.....	Land Conservation & Development Commission
LEPC.....	Local Emergency Planning Committee
LNG.....	Liquefied Natural Gas
LTFP.....	Long Term Financial Plan
MAINT.....	Maintenance
MCH.....	Maternal and Child Health
MCM.....	Maternal Case Management
MHS.....	Mental Health Services
NC.....	North Coast
NSF.....	Non-Sufficient Funds
NW.....	North West
ODF&W.....	Oregon Department of Fish & Wildlife
ODOT.....	Oregon Department of Transportation
OHP.....	Oregon Health Plan
OHV.....	Off Highway Vehicles
ONA.....	Oregon Nurse's Association
OSS.....	Onsite Sewage Systems
OYA.....	Oregon Youth Authority
PERS.....	Public Employees Retirement System
PW.....	Public Works
RLED.....	Rural Law Enforcement District
RTS & LEA.....	Rents and Leases
SAIF.....	State Accident Insurance Fund
SB.....	Senate Bill
SBHC.....	School Based Health Center
SE.....	Service Element
S.I.G.....	Structure, Improvements and Grounds
SIP.....	Strategic Investment Plan
ST.....	State
TC.....	Transition Center
TX.....	Treatment
UAL.....	Unfunded Actuarial Liability
VOCA.....	Victims of Crime Act
VOIP.....	Voice Over Internet Protocol
WIC.....	Women, Infants, & Children