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CLATSOP COUNTY, OREGON
ADOPTED BUDGET
FY 2016-17

Board of Commissioners
Scott Lee, Chairperson

Dirk Rohne, Vice Chair

Sarah Nebeker, Commissioner

Lisa Clement, Commissioner

Lianne Thompson, Commissioner

Lay Budget Committee Members
Charles Dice

Russ Farmer

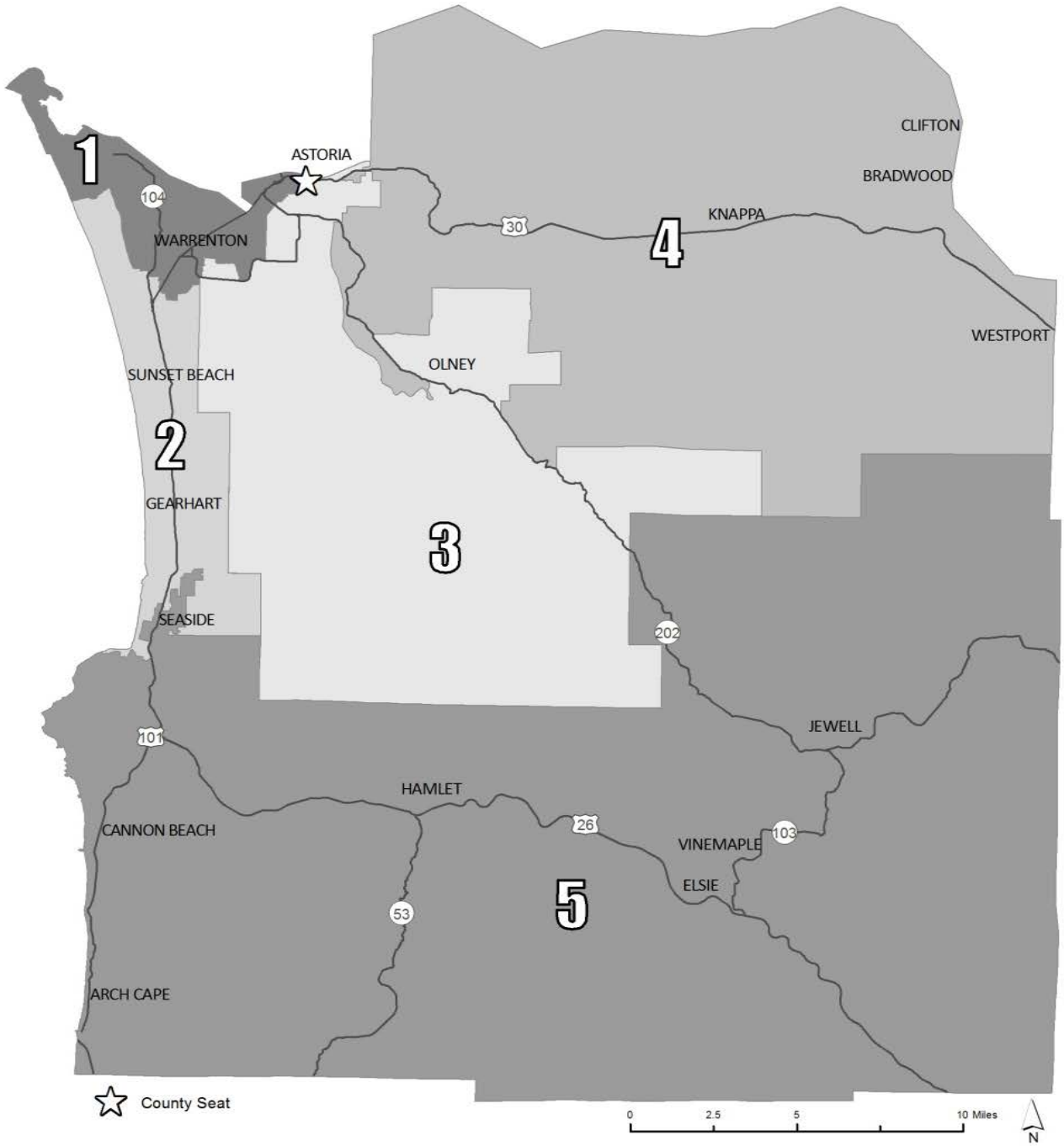
Drew Herzig

Mike Oien

Submitted By:

Monica Steele, Budget & Finance Director 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
District 2

Lisa Clement
District 3

Dirk Rohne –
Vice Chair
District 4

Lianne Thompson
District 5

ADMINISTRATIVE STAFF

Cameron Moore	***County Manager***
Pat Corcoran	***4-H & Extension Staff Chair***
Monica Steele	***Budget and Finance Director***
Suzanne Johnson	***Assessment and Taxation Director***
Robin Koch	***Human Resource Director***
Valerie Crafard	***County Clerk***
Brian Mahoney	***Public Health Director***
Greg Engebretson	***Juvenile Director***
Michael Summers	***Public Works Director***
Heather Hansen	***Community Development Director***
Kathi Mattinen	***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, 2015

Executive Director

RECORDED

JUN 2 3 2016

Doc#2016060044

IN THE BOARD OF COUNTY COMMISSIONERS

FOR CLATSOP COUNTY, OREGON

IN THE MATTER OF ADOPTING THE BUDGET FOR 2016-17, IMPOSING TAXES, CATEGORIZING TAXES AND MAKING APPROPRIATIONS FOR CLATSOP COUNTY	)))))	RESOLUTION AND ORDER

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 294.456 for 2016-17 in the total sum of $64,854,800 of which $57,596,250 is appropriated and

IT IS FURTHER RESOLVED AND ORDERED that the amounts for the Fiscal Year beginning July 1, 2016 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 $.05 per $1,000 of assessed value for local option levy and that these taxes are hereby imposed and categorized for the tax year 2016-17 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	$.05/$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 22nd day of June, 2016.

BOARD OF COUNTY COMMISSIONERS
FOR CLATSOP COUNTY, OREGON

Scott Lee, Chair

Page 1 of 1 – RESOLUTION AND ORDER

RECORDED

JUN 2 3 2016

Doc# 2016060048

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 2016-17, IMPOSING TAXES, CATEGORIZING TAXES AND MAKING APPROPRIATIONS FOR CLATSOP COUNTY RURAL LAW ENFORCEMENT DISTRICT	)))))	RESOLUTION AND ORDER

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 $4,387,490 of which $2,914,140 is appropriated; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2016 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 2016-17 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 22nd day of June 2016.

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

Scott Lee, Chair

RECORDED

JUN 23 2016

2016060042

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 2016-17, IMPOSING TAXES, CATEGORIZING TAXES AND MAKING APPROPRIATIONS FOR CLATSOP COUNTY ROAD DISTRICT NUMBER 1	)	RESOLUTION AND ORDER

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 $3,513,300; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2016 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 2016-17 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 22nd day of June 2016.

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

Scott Lee, Chair

RECORDED

JUN 23 2016

Doc# 2016060048

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 2016-17 AND MAKING APPROPRIATIONS FOR WESTPORT SEWER SERVICE DISTRICT	))))	RESOLUTION AND ORDER

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 $183,160; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2016 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, 2016; 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 22nd of June, 2016.

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

Scott Lee, Chair

RECORDED

JUN 23 2016

Doc# 2016-06-0284-5

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 2016-17, IMPOSING TAXES, CATEGORIZING TAXES AND MAKING APPROPRIATIONS FOR CLATSOP COUNTY 4-H & EXTENSION SERVICE SPECIAL DISTRICT	)	RESOLUTION AND ORDER

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 $647,950; and

IT IS FURTHER RESOLVED AND ORDERED that the amount for the fiscal year beginning July 1, 2016 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 2016-17 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 22nd day of June 2016.

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
Budget & Finance
800 Exchange St., Suite 310
Astoria, Oregon 97103
www.co.clatsop.or.us
Phone (503) 325-8565
Fax (503) 325-8606

BUDGET MESSAGE
Fiscal Year 2016-2017

June 22, 2016

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) 2016-17 annual budget for Clatsop County, Oregon totaling $57,596,250, an increase of $5,381,080 or more than 10% from the previous year's adopted budget. This $5.4M increase is largely attributed to the budgeting of contingency within the General Roads Fund rather than leaving the reserves unappropriated. Included in the $57.6M adopted budget amount is a General Fund budget of $21,883,870, a decrease from the previous year of $336,430 or 1.5%. This decrease is attributed in part to a decrease in the transfer of timber revenues from the General Fund into Special Projects based on decreased timber revenue projections for the 2016-17 fiscal year. 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 operational plan for maintaining County operations for the fiscal year beginning July 1, 2016 and ending June 30, 2017. 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 $7,258,550 for fiscal year 2016-17 which is $803,640, or 10%, less than the current year. This is mostly attributed to a $750,000 decrease 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 2016-17 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 2016-2017 BUDGET

In consideration of the budget policies and the current economic climate, the total adopted budget, excluding the four Service Districts, is $57,596,250 compared to last year's adopted budget of $52,215,170 (please see table on next page). This represents an increase of $5,381,080 or 10.3% from the previous year which is primarily a result of increased contingency by approximately $7.2M with offsetting reductions in other areas for the approximate overall increase of $5.4M. 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 30% of the budgeted resources in the 2016-17 county-wide budget. Through these public safety services the County continues 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 of the North Coast Business Park, and completion of a Household Hazardous Waste facility.

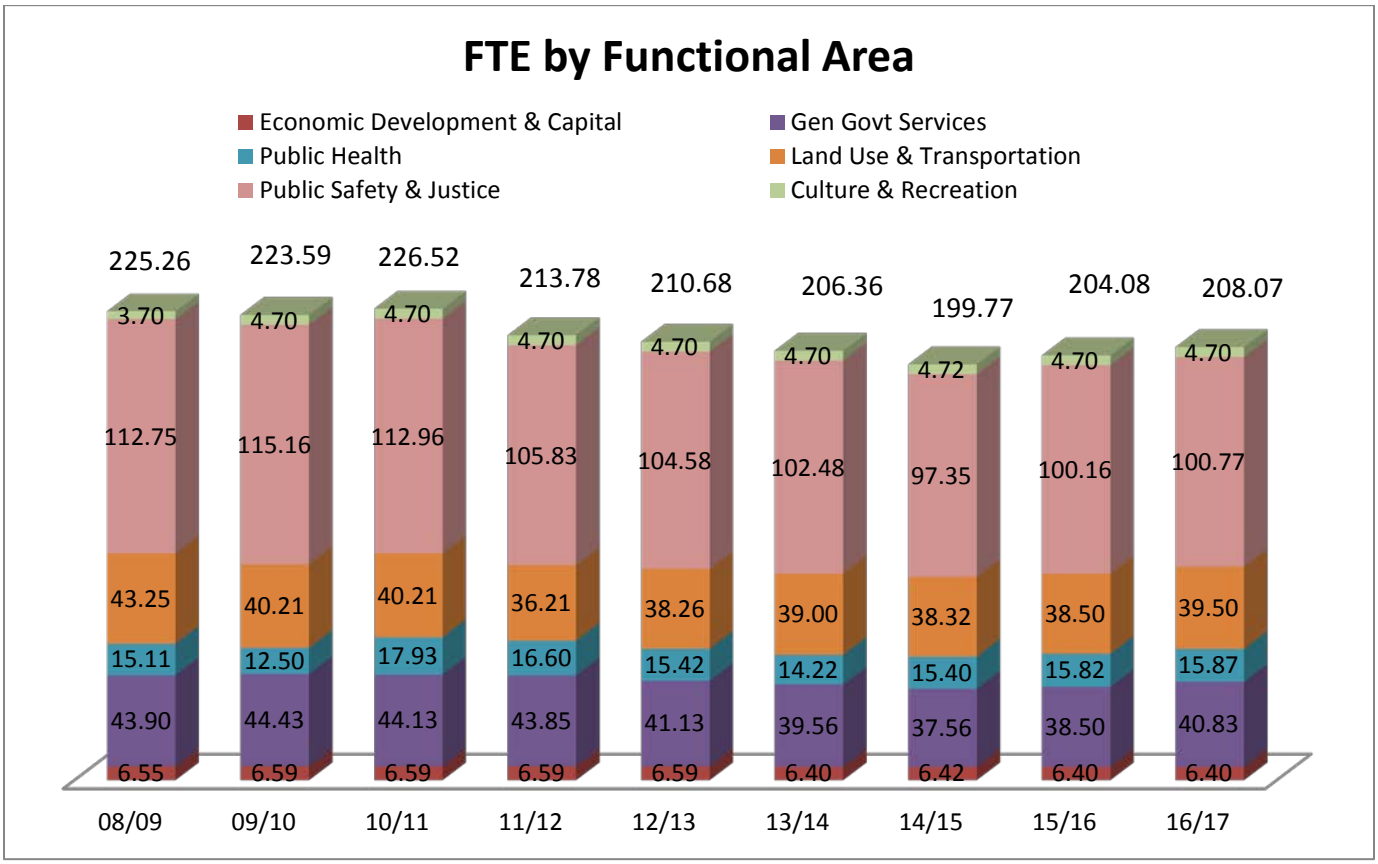
The total budget includes operating expenditures, capital outlay, contingency and special payments and holds $6,633,980 aside as unappropriated fund balances. The adopted budget includes a decrease in current year revenue for all funds of approximately $207,730. This decrease in revenue is mainly

attributable to projected decreases in timber revenues by $1.5M; increases in revenues such as taxes, licenses & permits, and intergovernmental revenues help to offset the loss in timber revenues.

County Revenue by Category	2015-2016 Adopted	2016-2017 Adopted	Dollar Variance	Percent Change
Taxes	9,017,320	9,461,270	443,950	4.9%
Licenses & Permits	878,400	1,153,000	274,600	31.3%
Fines/Forfeits	74,100	78,940	4,840	6.5%
Interest/Property	161,390	176,030	14,640	9.0%
State Revenue	13,574,960	13,185,120	(389,840)	-2.8%
Federal Revenue	726,250	735,020	8,770	1.2%
Other Intergovernmental	6,820,170	7,709,250	889,080	13%
Charges for Service	1,824,070	1,926,810	102,740	5.6%
Other Revenue	1,490,210	1,478,110	(12,100)	-.81%
Transfers-In	4,727,110	3,182,700	(1,544,410)	-32.7%
Subtotal Revenue	39,293,980	39,086,250	(207,730)	-.5%
Use of Fund Balance - Operations	3,519,470	1,818,130	(1,701,340)	-48.3%
Fund Balance for Contingency	9,401,720	16,691,870	7,290,150	77.5%
Total Revenue Budget	52,215,170	57,596,250	5,381,080	10.3%

Clatsop County Adopted 2015-16 Budget vs. Adopted 2016-17 Budget			
Resources	Adopted 2015/16	Adopted 2016/17	Increase/(Decrease)
Beginning Balance	$21,676,610	$25,143,980	$3,467,370
Revenue	39,293,980	39,086,250	(207,730)
Total County Resources Available	**$60,970,590**	**$64,230,230**	**$3,259,640**
Less: Unappropriated Beg. Bal.	*(8,755,420)*	*(6,633,980)*	
County Adopted Resources	**$52,215,170**	**$57,596,250**	**5,381,080**
Expenditures			
Personnel Services	$19,855,230	$20,794,870	$939,640
Materials & Services	10,349,880	11,193,980	844,100
Special Payments	2,317,790	2,685,890	368,100
Capital	5,321,380	2,924,460	(2,396,920)
Debt Service	192,390	189,300	(3,090)
Transfers	4,776,780	3,182,700	(1,594,080)
Contingency	9,401,720	16,625,050	7,223,330
County Adopted Expenditures	**$52,215,170**	**$57,596,250**	**5,381,080**

Personnel Services increased in total across all funds by $939,640 or 4.7% from the 2015-16 adopted budget. The adopted budget for personnel services, which include salaries and benefits is $20,794,870 and represents 50.8% of the total county-wide budget, excluding contingency. This compares to 46.8% from last year's budget. Changes in personnel services include an increase of 3.99 full-time equivalent (FTE) positions, not including Service Districts, from 204.08 in 2015-16 to an adopted FTE count of 208.07 for 2016-17. Other changes to personnel services include increases due to an anticipated cost of living adjustment to employee wages by 2.5% in accordance with bargaining unit contracts as well as budgeted increases for the costs of healthcare.



Materials and Services for all funds increased by $844,100 or 8.2% over the fiscal year 2015-16 adopted budget. The increase is mostly due to an increase of $427,160 for contractual services, $176,000 for increased programs through the Community Corrections Act, and an increase of $110,500 for property and liability insurance costs. The adopted Capital Outlay budget decreases by $2,396,920 or 45% as compared to the 2015-16 adopted budget; the completion of the Sheriff's Office Remodel for $1.6M is a significant portion of this decrease as well as a decreases projects on existing structures such as the jail, courthouse, and fairgrounds.

General Fund Overview

The General Fund decreases from $22,220,300 in FY 15-16 to an adopted $21,883,410 for FY 16-17, a total decrease of $336,890 or 1.5%. General Fund revenue is expected to decrease by approximately $850,380. This is due to a large decrease in state revenue of which $1,396,100 is a decrease in the projected timber sales. Increases in other revenue categories such as tax revenue in the amount of $184,980, licenses & permits for $233,000, and charges for services for $88,590 help some to offset the timber revenue decrease. Lastly, the budget includes an increase of $544,580 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	2015-2016 Adopted	2016-2017 Adopted	Dollar Variance	Percent Change
Taxes	8,627,620	8,812,600	184,980	2.2%
Licenses & Permits	358,000	591,000	233,000	65.1%
Fines/Forfeits	28,100	30,700	2,600	9.3%
Interest/Property	42,020	45,020	3,000	7.1%
State Revenue	5,841,660	4,379,320	(1,462,340)	-25%
Federal Revenue	140,620	145,990	5,370	3.8%
Other Intergovernmental	2,300,920	2,334,300	33,380	1.5%
Charges for Services	610,590	699,180	88,590	14.5%
Other Revenue	1,020,670	1,069,330	48,660	4.8%
Transfers-In	265,950	278,330	12,380	4.7%
Subtotal Revenue	**19,236,150**	**18,385,770**	**(850,380)**	**-4.4%**
Use of Fund Balance - Operations	964,120	1,508,700	544,580	56.5%
Fund Balance for Contingency	2,020,030	1,989,400	(30,630)	-1.5%
Total Revenue Budget	**22,220,300**	**21,883,870**	**(336,430)**	**-1.5%**

Clatsop County General Fund Adopted 2015-16 Budget vs. Adopted 2016-17 Budget			
Resources	Adopted 2015/16	Adopted 2016/17	Increase/(Decrease)
Beginning Balance	$4,858,580	$5,006,000	$147,420
Revenue	19,236,150	18,385,770	(850,380)
GF Resources Available	**$24,094,730**	**$23,391,770**	**$(702,960)**
Less: Unappropriated Beg. Bal.	*(1,874,430)*	*(1,507,900)*	
GF Adopted Resources	**$22,220,300**	**$21,883,870**	**$(336,430)**
Expenditures			
Personnel Services	$12,954,070	$13,650,280	$696,210
Materials & Services	3,797,830	3,954,260	156,430
Special Payments	171,000	323,750	152,750
Capital	0	20,000	20,000
Transfers	3,277,370	1,946,180	(1,331,190)
Contingency	2,020,030	1,989,400	(30,630)
GF Adopted Expenditures	**$22,220,300**	**$21,883,870**	**$(336,430)**

Personnel services, which include salaries and benefits, are increasing in the General Fund from the current year by $696,210. This increase is related to an increase of 2.44 in FTE; a cost of living adjustment to employee wages by 2.5% per bargaining unit contracts addition; as well as slight increases to health insurance costs. There is an increase in the materials and services budget of $156,430, this increase from the current year is primarily due to increases in professional services contracts. In addition, the adopted General Fund budget includes a significant decrease in transfers of $1,331,190. This decrease is related to the projected decrease in timber revenues. 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, since the projection for the 16-17 FY is coming in lower than in the 15-16 FY the budgeted transfer is decreased significantly. The $30,630 decrease in contingency is based on a Board policy that 10% of the General Fund expenditures be reserved in contingency, therefore decreased expenditures results in a decreased contingency amount.

Organizational Unit Name	2015-2016 Adopted	2016-2017 Adopted	Dollar Variance	Percent Change
Board Of Commissioners	84,650	88,560	3,910	4.6%
Brd of Property Tax Appeal	40,140	25,910	(14,230)	-35.5%
County Tourism	15,000	237,000	222,000	1480%
County Manager	302,430	346,490	44,060	14.6%
Human Resources	359,640	365,380	5,740	1.6%
Assessment & Taxation	1,481,450	1,534,860	53,410	3.6%
Property Management	49,810	48,520	(1,290)	-2.6%
County Counsel	110,200	110,200	0	0%
Clerk - Admin. & Elections	315,760	324,020	8,260	2.6%
Clerk - Records	170,920	152,330	(18,590)	-10.9%
Budget & Finance	411,330	428,890	17,560	4.3%
Information Systems	785,620	794,090	8,470	1.1%
Building And Grounds	996,130	1,053,170	57,040	5.7%
Parks Maintenance	207,950	209,580	1,630	.7%
Surveyor	111,960	211,800	99,840	89.1%
Dues & Special Assessments	446,400	562,970	116,570	26%
District Attorney	1,621,580	1,675,890	54,310	3.3%
Medical Examiner	57,500	104,010	46,510	80.9%
Sheriff Support Division	414,550	402,610	(11,940)	-2.9%
Sheriff Criminal Division	3,442,650	3,534,050	91,400	2.7%
Corrections	2,831,170	2,970,050	138,880	4.9%
Jail Nurse	399,540	418,110	18,570	4.6%
Juvenile Department	847,940	891,440	43,500	5.1%
Corrections Workcrew	234,830	241,650	6,820	2.9%
Planning Division	573,300	583,080	9,780	1.7%
Emergency Management	291,300	291,300	0	0%
Animal Control	344,240	365,330	21,090	6.1%
Transfers To Other Funds	3,252,280	1,923,180	(1,329,100)	-40.8%
Approp. For Contingency 1	2,020,030	1,989,400	(30,630)	-1.5%
Total	**22,220,300**	**21,883,870**	**(336,430)**	**-1.5%**

The 2016-17 General Fund adopted budget includes $1,508,700 use of unassigned General Fund balance. While this amount is greater than the 2015-16 FY adopted budget amount, this reliance on reserves to balance the budget maintains a 22.9% fund balance in the General Fund, consistent with the Board policy.

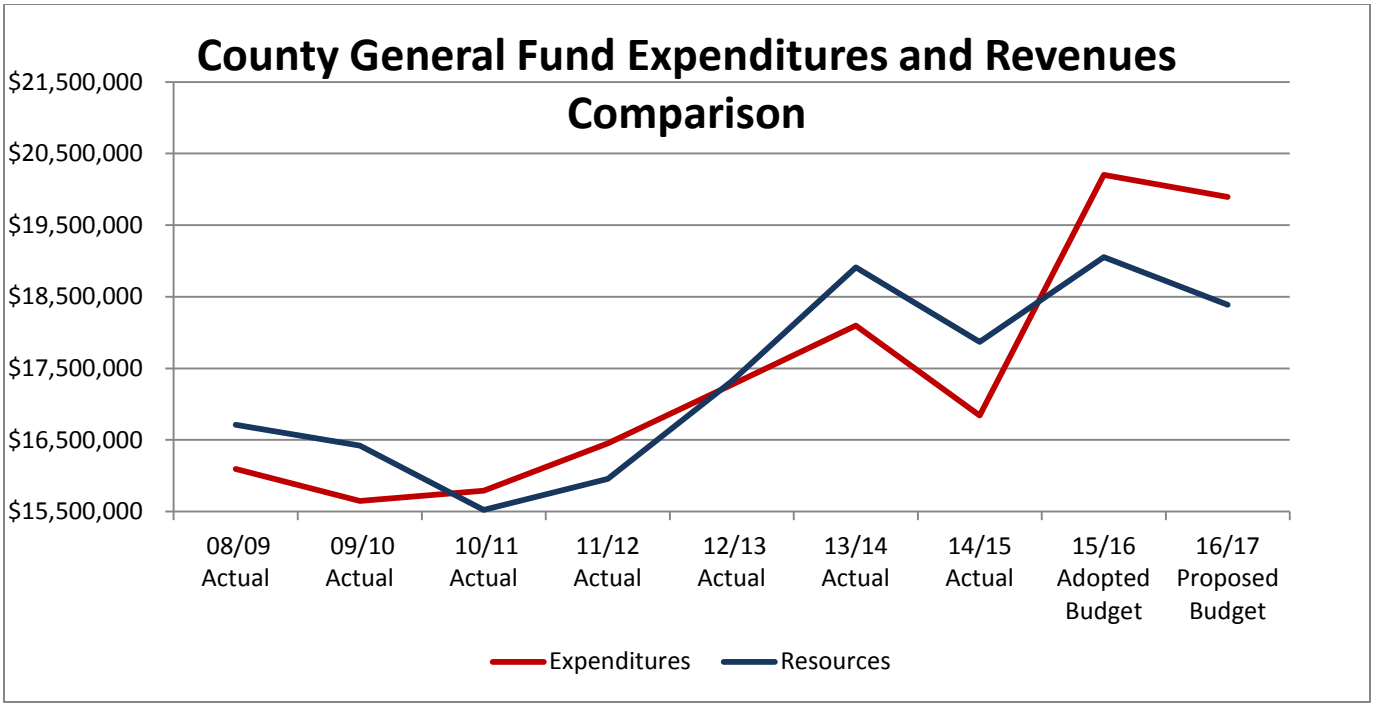
	2009-2010 Budget	2010-2011 Budget	2011-2012 Budget	2012-2013 Budget	2013-2014 Budget	2014-2015 Budget	2015-2016 Budget	2016-2017 Adopted
Budgeted Revenue	**15,707,400**	**15,542,000**	**16,107,100**	**16,754,700**	**17,661,400**	**17,205,830**	**19,236,150**	**18,385,770**
Budgeted Expense	**15,641,500**	**16,501,000**	**17,202,500**	**17,772,900**	**18,209,000**	**17,342,580**	**20,200,270**	**19,894,470**
Revenue Gap	**65,900**	**(959,000)**	**(1,095,400)**	**(1,018,200)**	**(547,600)**	**(136,750)**	**(964,120)**	**(1,508,700)**

In the chart above expenses are net of contingency and revenues are net of fund balance use to cover the budgeted contingency expense.

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 is beginning to see improvements but we continue to remain cautiously optimistic; inflation will be moderate giving only a slight boost to intergovernmental revenues and charges for service; and short-term interest rates while rising, continue to remain low.

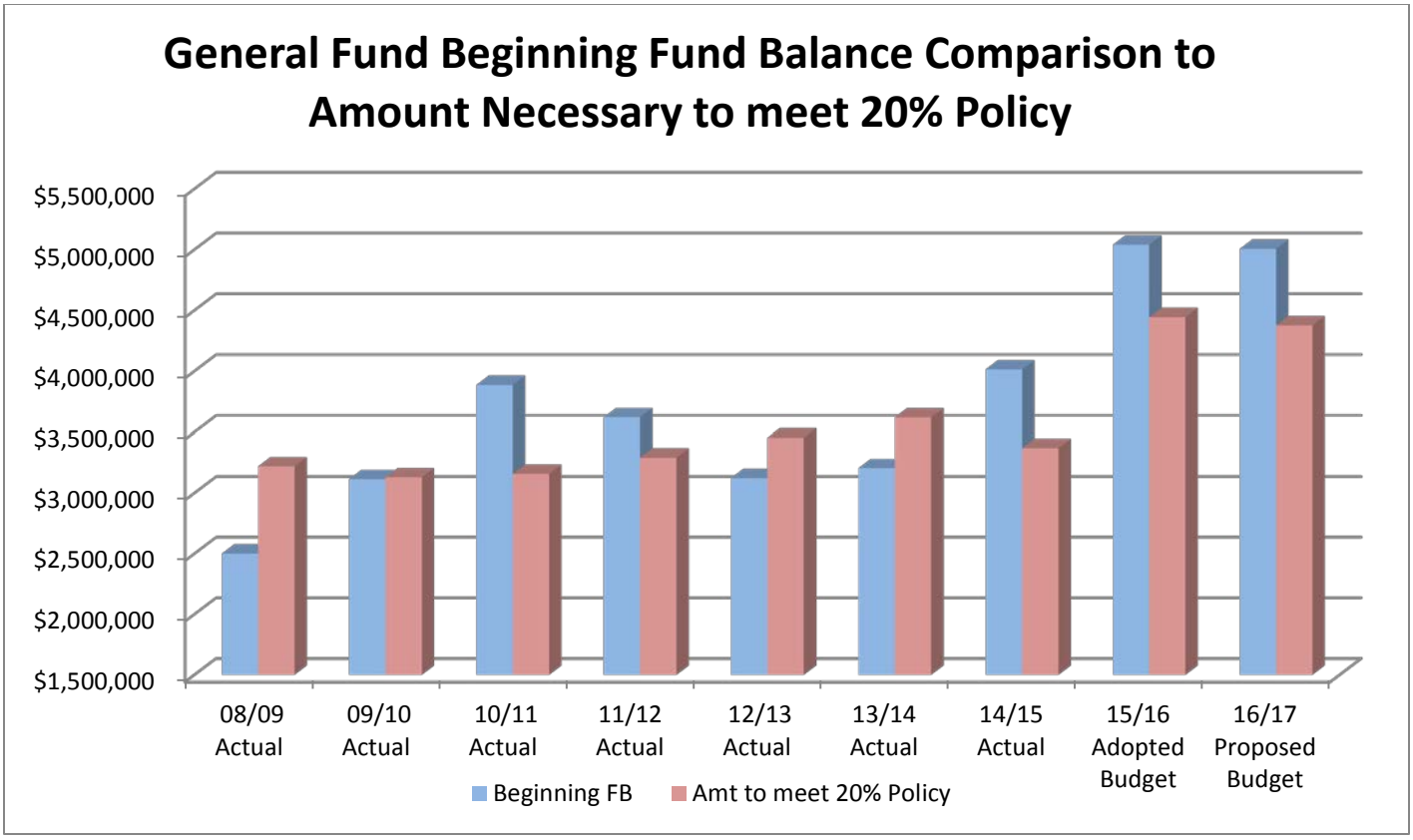
The overriding consideration affecting the 2016-17 Budget, especially for the General Fund, has been the continued impact of the volatility in timber revenues as well as reductions in state funding, and as a result, county expenditures. At this time we see some evidence of a positive change in the current economic environment in the near future but remain cautiously optimistic. The 2016-17 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 a 3% 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 2.44 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 2015-16 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 $964K in fund balance. However, current estimates for FY 15-16 indicate that, similar to FY 14-15, 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 2016-17 GF budget includes an assumed $1.5M 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.

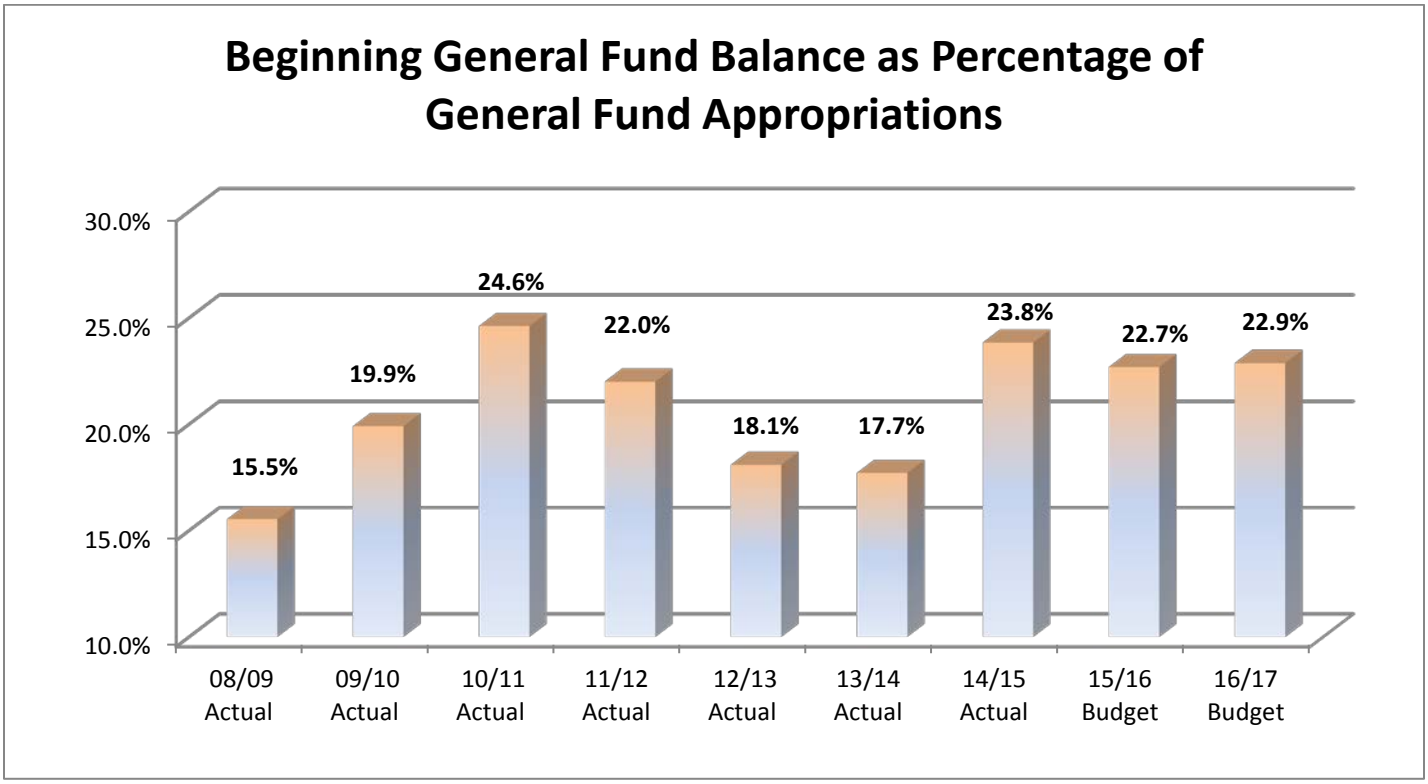


The chart above represents the County's General Fund expenditures as compared to revenues over the last nine years. In instances where the actual revenue was less than actual expenses represent a reduction in GF fund balance, while the opposite is true for the reverse instances. The 15/16 and 16/17 budgeted expenditure amounts exclude budgeted contingency. As the chart demonstrates, the 16/17budget includes $1.5M 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 following charts 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 2016-17 fiscal year is 22.9% 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 2016-17 budget represents a more stabilized fund balance trend for the past few fiscal years, versus the previous trend of a decreasing General Fund balance.



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.



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 $57,596,250 this represents an increase of $5,381,080 or 10.3% from the previous year. While overall the budget increased from the previous year the majority of the increase consists of budgeted contingency ($4.4M) within the Public Works Fund in the Land Use & Transportation Functional Area. There were some other significant changes both increases and decreases between functional areas which are illustrated in the table below:

Functional Area	2015-2016 Adopted	2016-2017 Adopted	Dollar Variance	Percent Change
Culture & Recreation	$ 2,656,440	$ 2,870,570	$ 214,130	8.1%
Economic Dev. & Capital	9,710,270	9,184,040	$ (526,230)	-5.4%
General Government	12,053,430	11,356,680	$ (696,750)	-5.8%
Land Use & Transportation	8,745,040	13,801,070	$ 5,056,030	57.8%
Public Health	3,903,880	4,252,360	$ 348,480	8.9%
Public Safety & Justice	15,146,110	16,131,530	$ 985,420	6.5%
Subtotal Adopted County Budget	**52,215,170**	**57,596,250**	**$ 5,381,080**	**10.3%**
County Service Districts	8,062,190	7,258,550	$ (803,640)	10.0%
Total Adopted Budget	**60,277,360**	**64,854,800**	**4,577,440**	**7.6%**

Culture & Recreation includes Fair General Operation, Parks Maintenance, and Parks & Land Acquisition and is almost entirely funded through dedicated resources with only $76,380 or 3% of expenditures being covered by discretionary funding sources. The adopted expenditure budget reflects an increase of $214,130 or 8.1% from the current year, attributable mainly to an increase in contingency within the Fair General Operation budget. The number of FTE in this functional area remains the same at 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 85% by dedicated resources and 15% 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. The dedicated resources include Video Lottery dollars that are to be used specifically for Economic Development within Clatsop County. Overall, this functional area is decreasing by ($526,230) or -5.4% from the current year. For the most part, the 2016-17 adopted budgets reflect a status quo appropriations level from the current budget except for Special Projects, Industrial Revolving, and County Tourism. Special Projects which is an organizational unit of the Capital Projects Fund decreases by almost ($1.3M) or -28.6 % due to the completion of the Sheriff's Office remodel. This significant decrease is offset by an increase of $494,000 primarily in contingency within the Industrial Revolving fund. In addition, there is a substantial increase in the County Tourism organizational unit in the amount of $222,000 or 1480% as a result of revenues collected from a Board approved rate increase in room taxes; this program is funded 100% by these dedicated room tax revenues.

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 74.3% discretionary with the remaining 25.7% of resources being dedicated. The adopted budget for General Government has decreased by ($696,750) or -5.8%. This change is a result of a decrease in Transfer to Other Funds. This decrease of approximately ($1.4M) accounts for the decrease of timber revenues transferred from the General Fund to Special Projects per the Board policy. The significant decrease in Transfer to Other Funds is offset by increases in the following: Dues & Special Assessments has an increase of $116,570 as a result of the increased revenues from room taxes collected specifically for public road and drainage improvements. The Insurance Reserve Fund increases by $73,600 or 29% as a result of continued increases in property & liability insurance costs. The Bond & UAL Fund has an increase of $311,360 or 52.4%, this increase is budgeted in contingency to help offset any future unfunded liability costs associated with PERS. There are other smaller increases as a result of adding 1 FTE in the Assessment & Taxation budget for an increase of $53,410 or 3.6%; adding 1 FTE in the Building & Grounds Division for an increase of $57,040 or 5.7%; and increasing the Board of Commissioners stipends by $15,810 or 18.7%. Even with the addition of 1 FTE for both the A&T and B&G departments the overall increase within this functional area only increases by a total of 1 FTE, from 39.83 in the current year to 40.83 for the next fiscal year, as a result of other departments be able to still provide adequate services with a decreases in departmental staff. The other budgets in this area are mostly status quo from the current fiscal year with any necessary adjustments in personnel costs.

Land use & Transportation is funded by dedicated monies, with only $404,620 or 2.9% of resources being discretionary in nature. The budgets included in this functional grouping include budgets for Surveyor, Roads, Bike Paths, Planning, and Building Codes. The adopted budget is approximately $5.1 million or 57.8% more than the current year and is driven by an increase of just over a $4.3 million in the Roads Maintenance and Construction Fund for budgeted contingency. The adopted budget for this functional area also includes an increase of 1 FTE by adding a surveyor for the next fiscal year which increases the Surveyor budget by $99,840 or 89.1% since this essentially is doubling the staff size within this department to be able to meet statutory requirements. Overall within this functional area there is an increase from 38.5 FTE in the current year to a budgeted 39.5 FTE.

The ***Public Health*** functional area is mostly funded, 89.2%, through dedicated state and federal grant sources and fee revenues, and 10.8% through a transfer-in of discretionary General Fund resources. In an effort to help provide additional nursing staff to meet customer needs the General Fund transfer has been increased by $67,000 for this budget. This budget reflects an increase in expenditures of $348,480 or 8.9% from the current year. The budgeted number of staff positions in this functional area is 15.87, an increase of .05 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 $50,000 to the Special Projects to help pay for the construction of the 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 $985,420 or 6.5% from the 15-16 fiscal year appropriations. The resources that fund these services are split 51.8% dedicated and 48.2% discretionary. The adopted budgets reflects an increase in the funding level of the Medical Examiner's Personnel Services budget due to a change during the 15-16 fiscal year to move from contracting these services to hiring a .8 FTE. In addition, there is an increase in the Sheriff's Parole & Probation budget of $610,580 or 21.2% as a result of dedicated grant funding for treatment related programs. The total FTE for this functional area increases by .61 FTE for a total of 100.77 FTE.

SERVICE DISTRICTS

Rural Law Enforcement District The budget for FY 16-17 provides funding for Sheriff's Office services for rural areas of the County. It is supported by property tax levy with a rate of $0.7195 and timber revenue. The budget reflects a decrease of approximately ($116,550), or -3.8% from the 2015-16 budget primarily due to decreases in capital outlay costs.

Road District No. 1 The budget for FY 16-17 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 and is supported by a property tax levy with a rate of $1.0175/$1,000 and timber revenue. The overall adopted budget decreases by $($752,510) or -17.6% and represents the amount being allocated to the Roads Fund. This significant decrease is a result of projected decreases in beginning balance of ($330,000), as well as in timber revenues in the amount of ($491,000).

Westport Sewer District The budget for FY 16-17 reflects an increase of approximately $30,000 in expenditures due to an increase in budgeted contingency. This District is supported 100% by User Fees.

4-H and Extension Service Special District The FY 16-17 budget reflects a slight increase in total expenditures of just over $35,000 primarily due to an increase in budgeted contingency. The District has also seen a slight increase in Materials and Services as a result of additional programming funds to deliver extension programs throughout the county as a result of ballot measure 4-175 which now includes Cannon Beach as a service area. When the 4-H and Extension District was formed in 1986 a ballot measure was presented to the voters to create an alternative source of funding, at the time this measure passed in all voting districts except Cannon Beach.

Clatsop County Service Districts Adopted 2015-2016 Budget vs. Adopted 2016-2017 Budget			
Resources	**Adopted 2015-16**	**Adopted 2015-16**	**Increase / (Decrease)**
Beginning Balance	$2,744,380	$2,426,100	$(318,280)
Revenue	7,025,350	6,305,800	(719,550)
Total District Resources Available	**$9,769,730**	**$8,731,900**	**($1,037,830)**
Less: Unappropriated Beg. Bal.	*(1,707,540)*	*(1,473,350)*	
District Adopted Resources	**$8,062,190**	**$7,258,550**	**$803,640**
Expenditures	$7,608,920	$6,712,880	$896,040
Contingency	453,270	545,670	92,400
District Adopted Expenditures	**$8,062,190**	**$7,258,550**	**$803,640**

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 2016-2017, discretionary resources for all funds total approximately $18,552,600. 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 37,800 and our lean ratio of 1 staff position to every 182 citizens demonstrates how we strive to make every dollar count. The long-lasting recession presented a number of challenges over the past several years but has also provided opportunities to look at County operations and how the departments can 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 2016-17 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 this 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 2016-17 budget.

Respectfully submitted,

Monica Steele
Budget & Finance Director

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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 statues 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 Director 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.

2016-17 BUDGET CALENDAR

December:

Budget materials prepared

January:

4	Salary & Benefit Cost Sheets distributed to individual departments
27	County Board reviews and adopts Budget Policies
29	2016-17 Budget Manual available

February:

3-4	Departmental budget trainings
12	Current Year estimates submitted to Budget & Finance
12	Special Projects Fund proposals
26	Department budget submittals due

March:

7	Budget Committee convened
10-17	Budget & Finance review meetings with department and County Manager
18	Additional budget review meetings if necessary
25	Deadline for submission of approved budgets
30	Final department requests

April:

1	Final decisions by County Manager
18	Proposed Budget document to printers

May:

2	Budget Distribution
9	First Budget Lay-Committee meeting/ County-wide Budget
11	District Budget Committee meeting & second Lay-Budget Committee meeting
24	Deadline for Budget Committee recommendations to BOCC

June:

8	Public Hearing by Board of Commissioners on Proposed Budget
22	2016-17 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 114 new cases for calendar year 2015.
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 organization 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 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.
9. Some Funds receive a transfer from General Fund. Essentially, this is the same as a General Fund subsidy.
10. Some Funds contain an unappropriated ending fund balance. This is money that cannot be spent during the fiscal year.
11. The Expenditure 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 2013-2014	Actual 2014-2015	Budget 2015-2016	Proposed 2016-2017	$ Change Proposed	% Change Proposed
Beginning Balance 8	26,711	44,564	50,200	41,380	(8,820)	- 0%
Interest On Investments	124	150	0	0	0	0%
Reimburse Child Supp Svc	11,712	28,169	20,730	21,790	1,060	0%
State GF Reimburse	16,102	12,930	12,660	13,070	410	0%
Annual Fee pmts	1,981	1,869	2,170	2,000	(170)	- 0%
ARRA Child Support	0	0	0	0	0	0%
Child Support	122,222	104,393	111,040	115,790	4,750	0%
Franchise Fees	0	0	0	190	190	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 9	45,200	40,700	40,700	40,700	0	0%
Transfer from Other Funds	0	332	0	0	0	0%
Transfer from Bond Reserve Fun	10,900	50	0	0	0	0%
Total Revenue:	**234,953**	**233,157**	**237,500**	**234,920**	**(2,580)**	**- 1%**
Total Unappropriated Budget: 10	**44,564**	**44,388**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**- 1%**

11 Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Proposed 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	104,465	111,385	115,320	118,390	3,070	2%
Personnel Benefits	52,529	45,098	47,860	45,680	(2,180)	- 4%
Material & Supplies	33,393	32,286	35,410	32,110	(3,300)	- 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	0	0	0	0%
Contingency 12	0	0	38,910	38,740	(170)	- 0%
Total Expenditures:	**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**- 1%**

13 Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Proposed 2016-2017	FTE Change Proposed	% Change Proposed
Senior Admin Supervisor	0.05	0.05	0.05	0.05	0.00	0%
Deputy DA II	0.06	0.03	0.03	0.00	(0.03)	- 100%
Deputy DA III	0.00	0.03	0.03	0.06	0.03	100%
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:	**2.11**	**2.11**	**2.11**	**2.11**	**0.00**	**0%**

14 Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Child Support Collected	2,053,628	2,101,488	2,018,458	2,513,702	2,072,804	
Overall County Arrearages Collected	78%	76%	76.66%	75.3%	76%	
Overall State Arrearages Collected	52%	52%	52.9%	53.2%	53%	

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

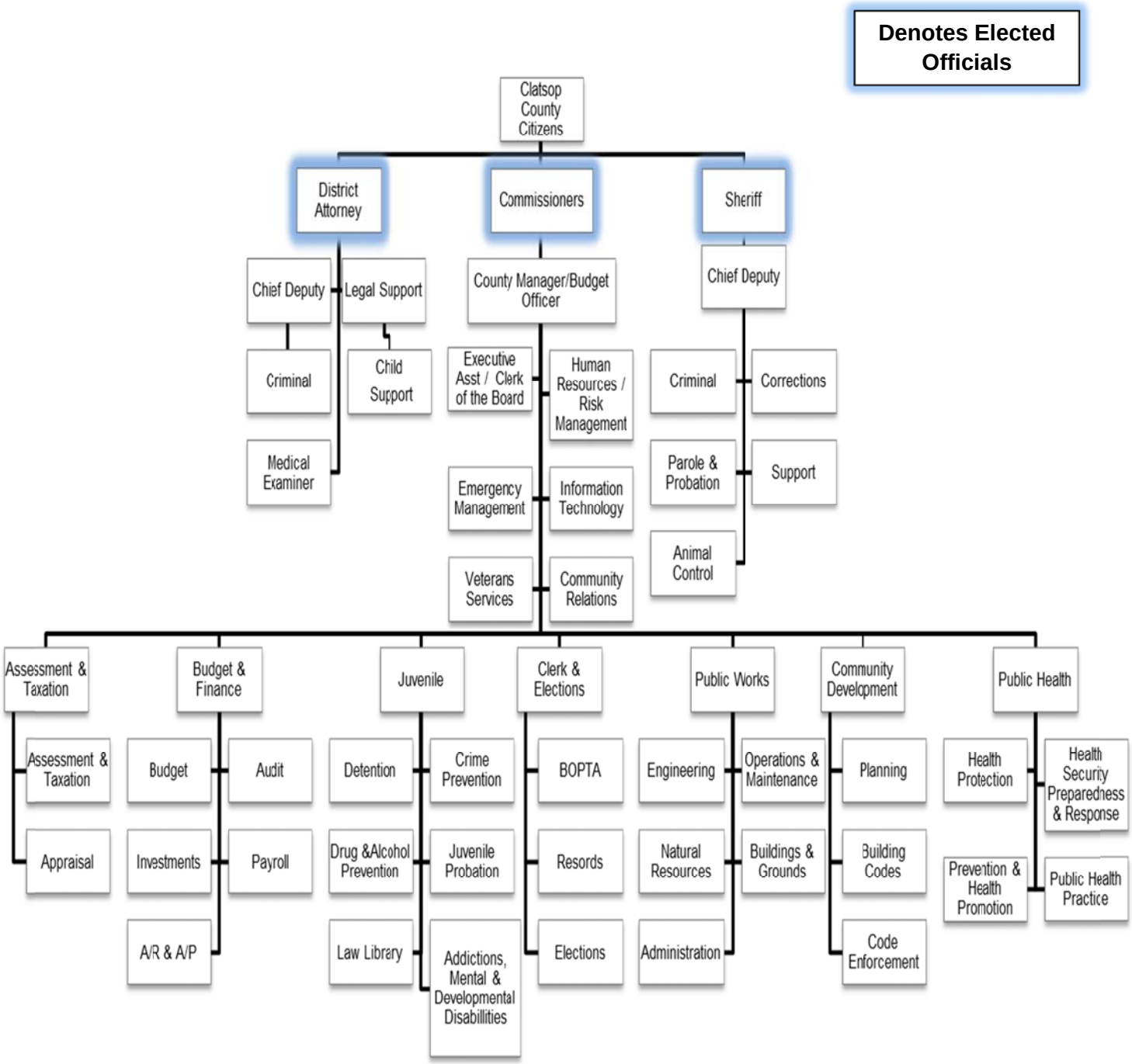
(see next page for items 15 - 20)

15. Actual expenditures from fiscal year 2013-14.
16. Actual expenditures from fiscal year 2014-15.
17. Current budget for fiscal year 2015-16.
18. These are the figures proposed by the Budget Officer to the Board of County Commissioners for fiscal year 2016-17.
19. This column reflects the monetary change between fiscal years 2015-16 and 2016-17.
20. This column reflects the percentage of change between fiscal years 2015-16 and 2016-17.

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Proposed 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services		15	16	17	18	19	20
Senior Admin Supervisor	82-1119	3,221	3,289	3,370	3,460	90	2%
Deputy District Attorney	82-1172	0	0	0	6,040	6,040	100%
Deputy DA I	82-1173	0	0	0	0	0	0%
Deputy DA II	82-1174	3,531	2,457	2,610	0	(2,610)	- 100%
Deputy DA III	82-1175	1,373	2,885	3,050	0	(3,050)	- 100%
Child Support Agent I	82-1855	45,724	49,606	51,810	53,050	1,240	2%
Child Support Agent II	82-1856	50,617	53,148	54,480	55,840	1,360	2%
Extra Help - A.S. III	82-1940	694	1,046	1,000	1,000	0	0%
Overtime	82-1945	13	0	0	0	0	0%
F.I.C.A.	82-1950	7,874	8,428	8,900	9,130	230	2%
Retirement	82-1955	14,811	15,752	16,780	17,220	440	2%
Retirement Bond Payment	82-1958	8,400	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	17,311	16,944	17,890	13,440	(4,450)	- 24%
Dental Insurance	82-1965	1,380	1,364	1,390	1,410	20	1%
HSA Contribution	82-1966	220	165	220	2,220	2,000	909%
Benefits Admin Fees	82-1967	37	37	40	40	0	0%
Life Insurance	82-1970	163	163	160	160	0	0%
Salary Continuation Insur	82-1972	167	167	160	160	0	0%
S.A.I.F.	82-1975	154	156	160	180	20	12%
Unemployment	82-1980	1,306	876	1,160	720	(440)	- 37%
Personnel Services Totals:		**156,995**	**156,483**	**163,180**	**164,070**	**890**	**0%**
Materials & Services							
Banking Svcs Fee	82-2002	16	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(17)	0	0	0	0	0%
Telephones	82-2070	444	542	700	600	(100)	- 14%
Insurance	82-2200	0	609	610	710	100	16%
Office Supplies	82-2410	202	625	2,300	3,200	900	39%
Postage And Freight	82-2419	2,635	2,705	2,500	2,500	0	0%
Printing And Reproduction	82-2425	1,126	470	1,200	900	(300)	- 25%
PC Equipment	82-2455	3,186	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Special Investigations	82-2474	373	216	700	600	(100)	- 14%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	488	2,368	700	1,000	300	42%
Reimbursed Travel Expense	82-2930	640	152	2,100	1,000	(1,100)	- 52%
Indirect Cost Allocation	82-3210	24,300	24,600	24,600	21,600	(3,000)	- 12%
Materials & Services Totals:		**33,393**	**32,286**	**35,410**	**32,110**	**(3,300)**	**- 9%**
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Computer Equipment	82-4907	0	0	0	0	0	0%

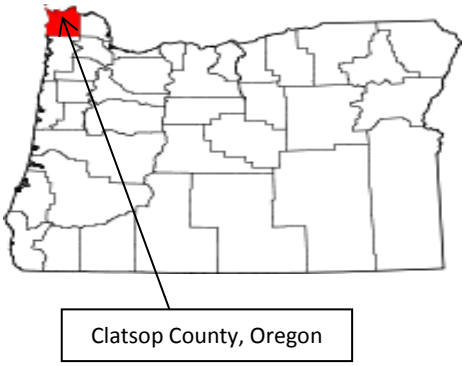
Capital Outlay Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	38,910	38,740	(170)	- 0%
Contingencies Totals:		**0**	**0**	**38,910**	**38,740**	**(170)**	**- 0%**
Total Expenditures:		**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**1.00**


Denotes Elected Officials
Clatsop County Citizens
District Attorney
Commissioners
Sheriff
Chief Deputy
Legal Support
Criminal
Child Support
Medical Examiner
County Manager/Budget Officer
Executive Asst / Clerk of the Board
Human Resources / Risk Management
Emergency Management
Information Technology
Veterans Services
Community Relations
Chief Deputy
Criminal
Corrections
Parole & Probation
Support
Animal Control
Assessment & Taxation
Assessment & Taxation
Appraisal
Budget & Finance
Budget
Audit
Investments
Payroll
A/R & A/P
Juvenile
Detention
Crime Prevention
Drug &Alcohol Prevention
Juvenile Probation
Law Library
Addictions, Mental & Developmental Disabillities
Clerk & Elections
BOPTA
Resords
Elections
Public Works
Engineering
Operations & Maintenance
Natural Resources
Buildings & Grounds
Administration
Community Development
Planning
Building Codes
Code Enforcement
Public Health
Health Protection
Health Security Preparedness & Response
Prevention & Health Promotion
Public Health Practice

Clatsop County is located in Oregon's rugged and beautiful northwest coast. Named for the Clatsop People, 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.

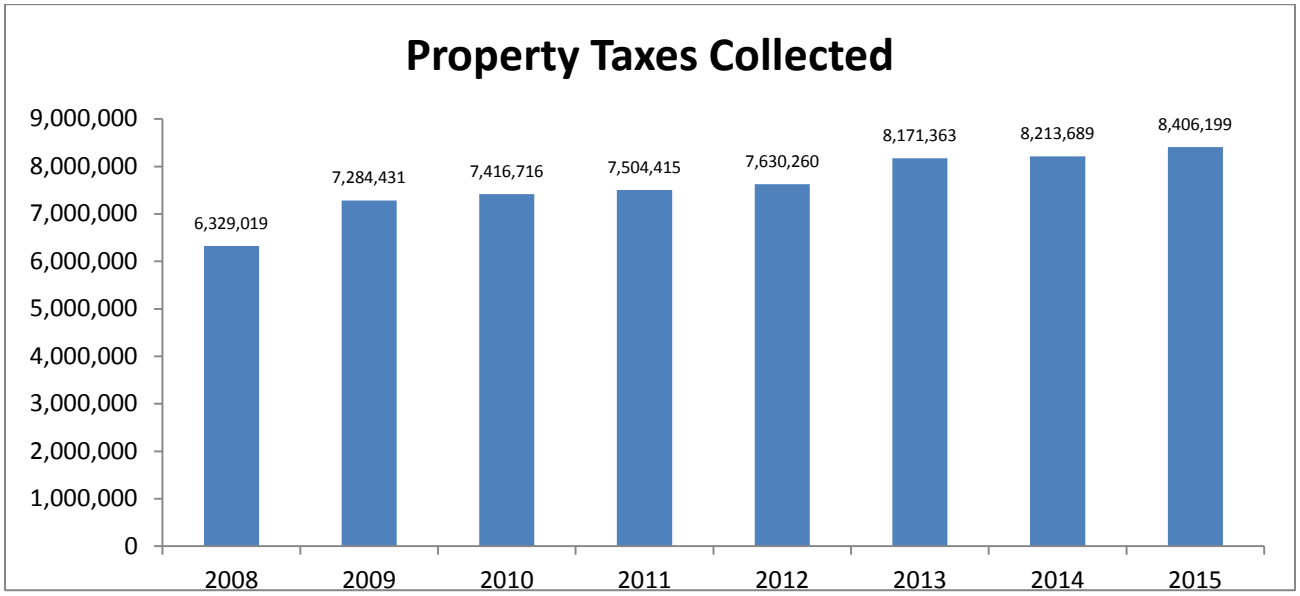
Clatsop County is located in an area of 1,085 square miles which consists of 873 square miles of land and 212 square miles of water. The County is bordered on the north by the Columbia River, on the West by the Pacific Ocean, and with the verdant Oregon Coast Range to the East, which includes the Saddle 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.

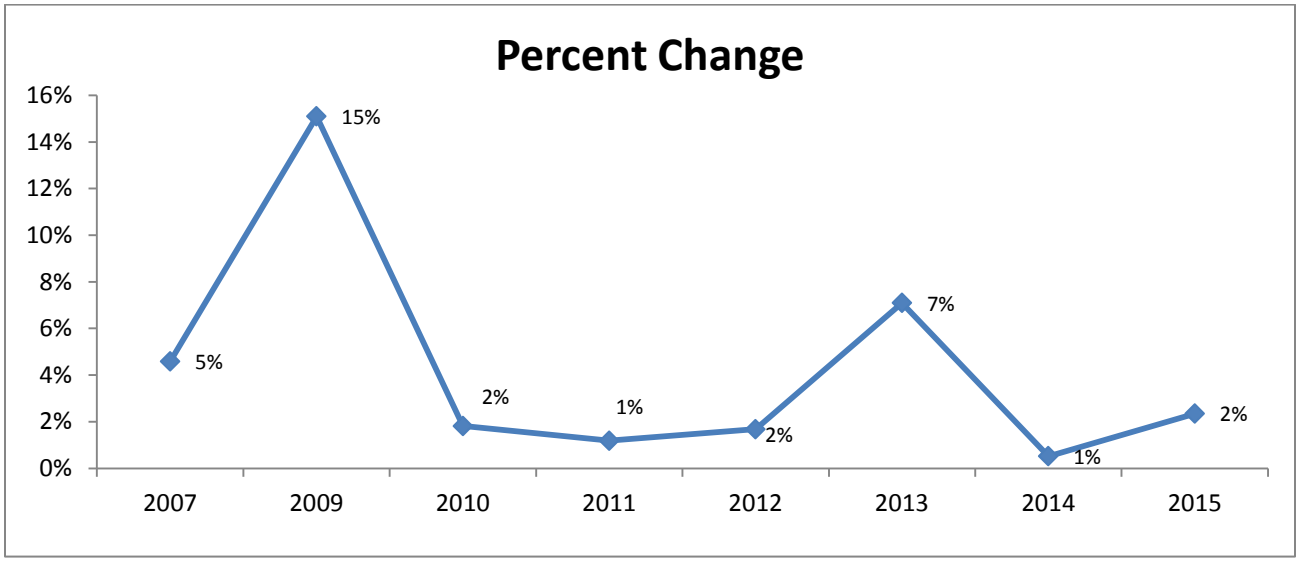
The County is home to two hospitals, five school districts, one vocational/technical school, and one community college that offers degree partnerships with colleges and universities including: Eastern Oregon University, Linfield College, Oregon State University, and Portland State University.

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.

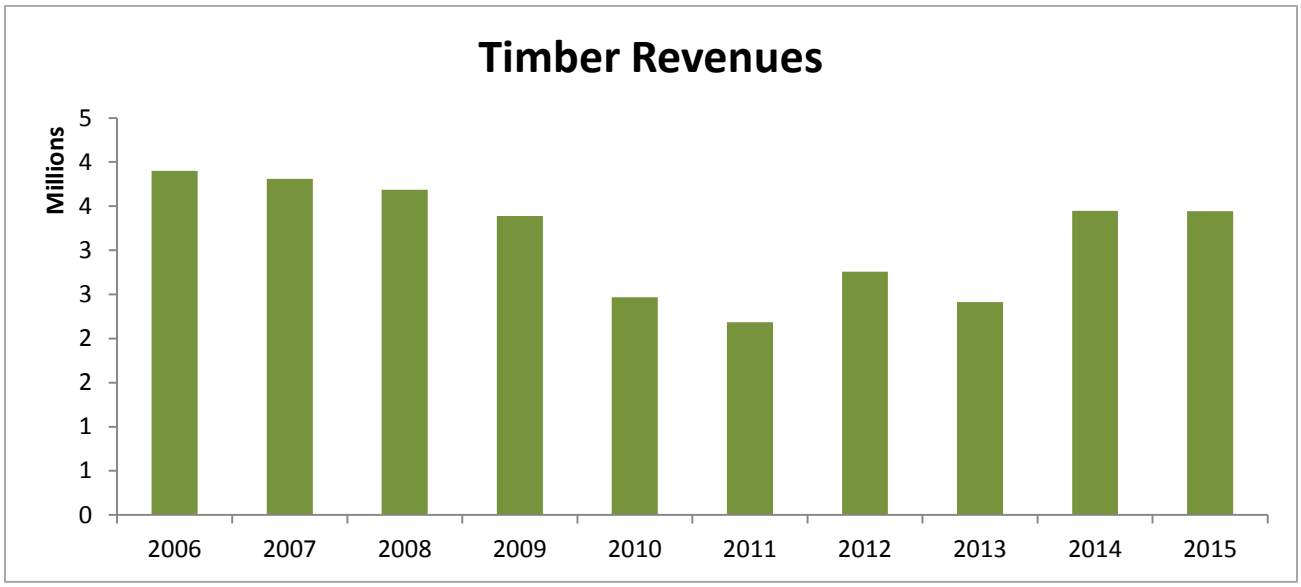




Timber Revenue

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 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 in an effort to provide General Fund resource stabilization a portion of the resources remain unappropriated in an effort to provide a long-term resource for General Fund operations in the event that timber revenues received are insufficient in the future.

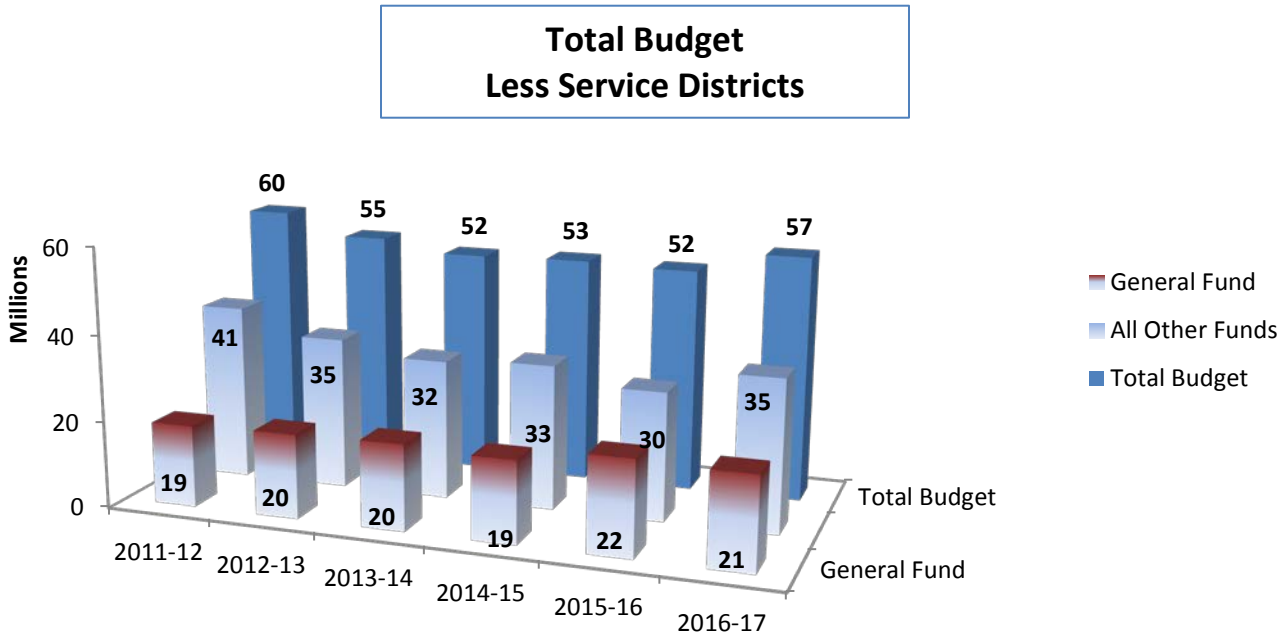


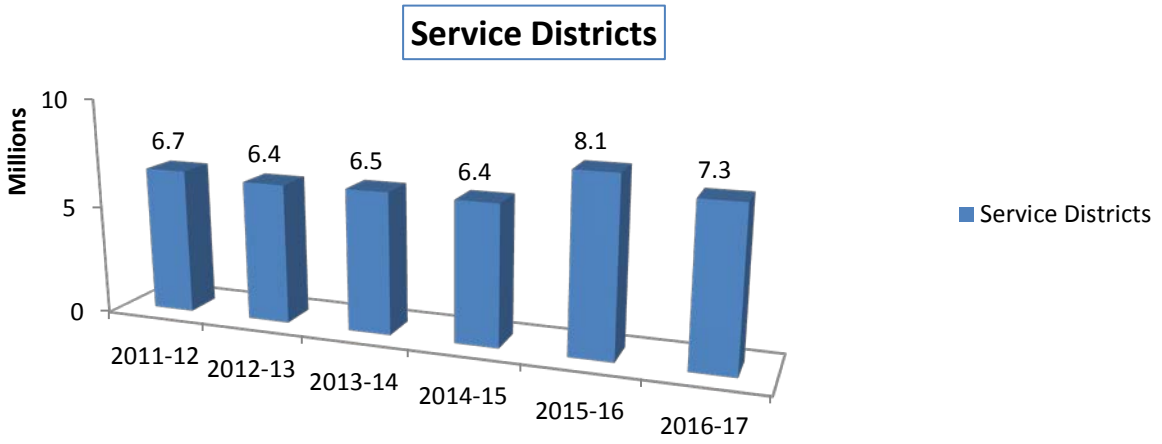
Budget History

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 2015-16 FY the remodel of the Sheriff's Office building and the construction of a Household Hazardous Waste Facility.

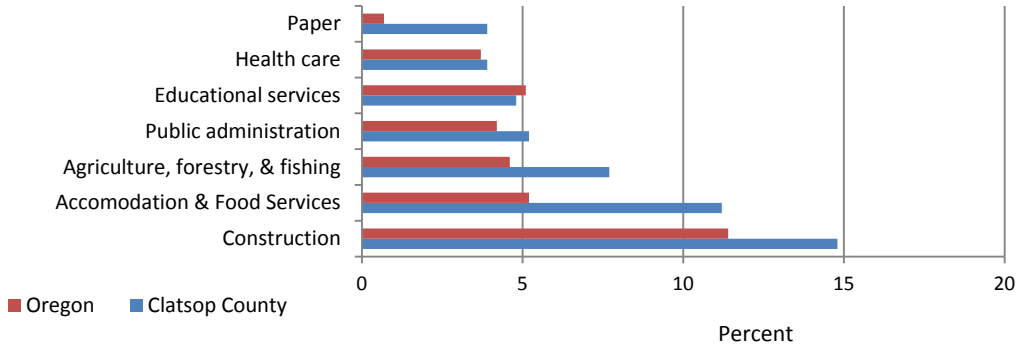
In accordance with the County Budget Policies, the Budget Committee and staff have worked diligently to find a balance wherever possible between cost efficiency and being able to provide quality public service in accordance with the Clatsop County mission which is: Neighbor to neighbor, serving Clatsop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

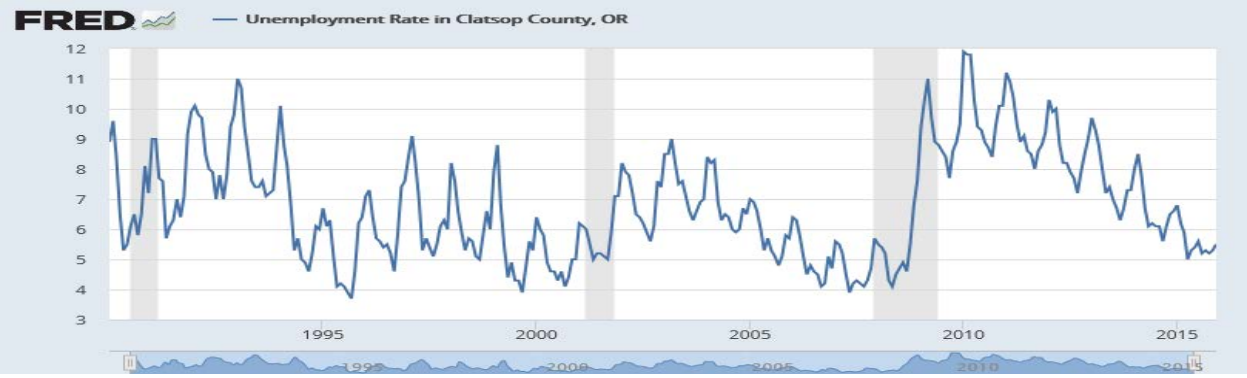


*Data Source: city-data.com

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

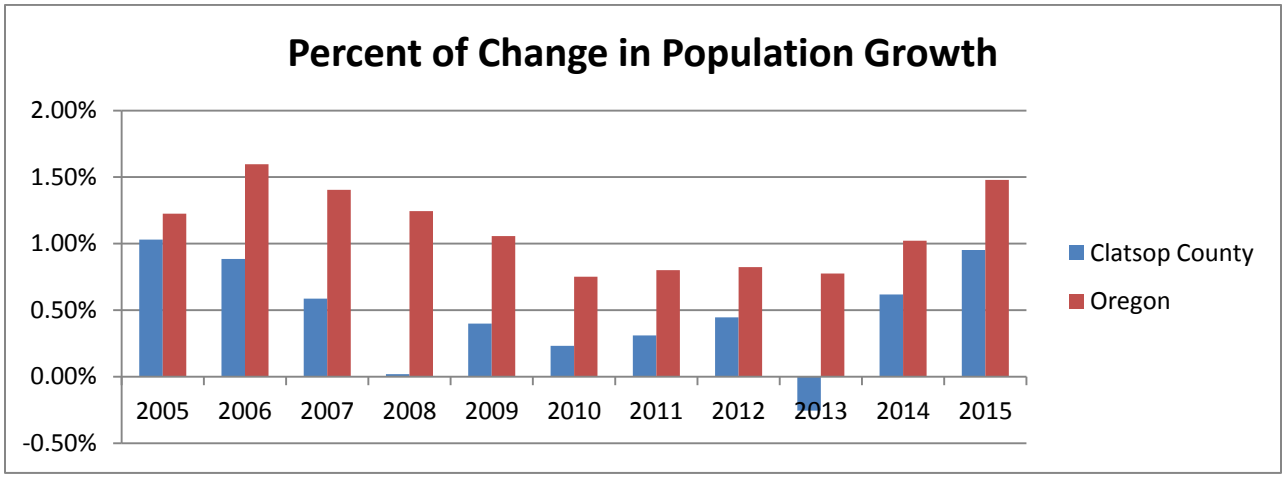
Recent unemployment statistics show Clatsop County's unemployment rate at 5.5%. The chart below shows how Clatsop County, much like the rest of the state and nation, saw lower unemployment rates up until the recession beginning in 2008 at which point rates grew to 11.8%.



*Data Source: US Census Bureau

Population

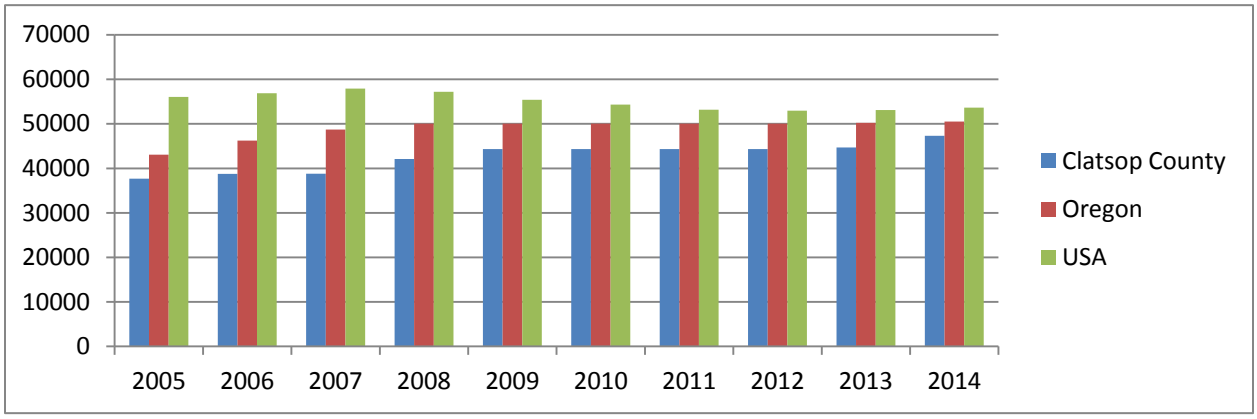
According to the most recent census, Clatsop County is home to a population of approximately 37,830, with approximately 61% living in urban areas and 39% living in rural areas. County population increased just 3.95% since 2000. As shown in the following graph, the population growth of the county is similar 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

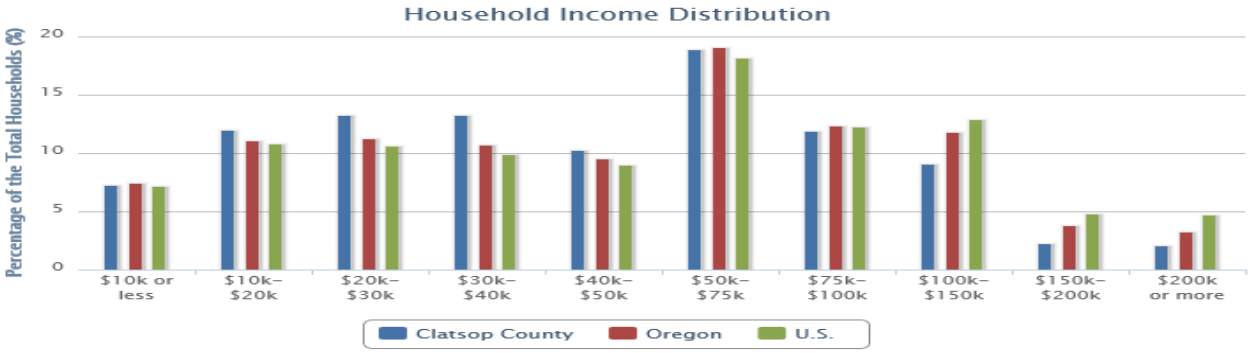
Household Income

The County's median household income is $47,340, which is roughly $3,200 less than the median income for the state of Oregon, and $6,320 less than the U.S. average.



*Data Source: US Census Bureau

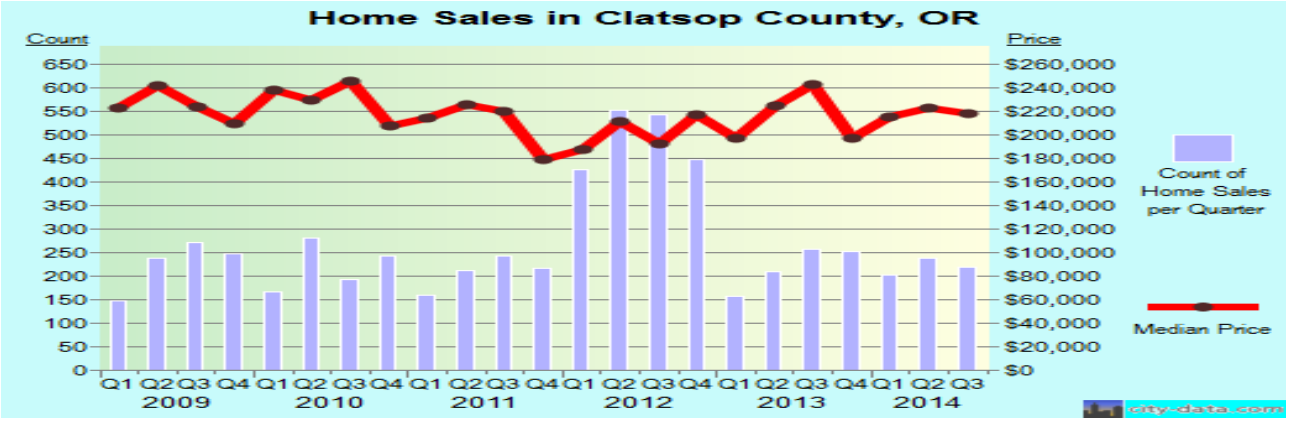
The median household income, as demonstrated in the following chart, is broken out by the following income distributions: within the county 19% earn a household income between fifty and seventy-five thousand and 25% earn an income over seventy-five thousand, while approximately 56% earn a household income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



*Data Source: US Census Bureau

Housing and Real Estate

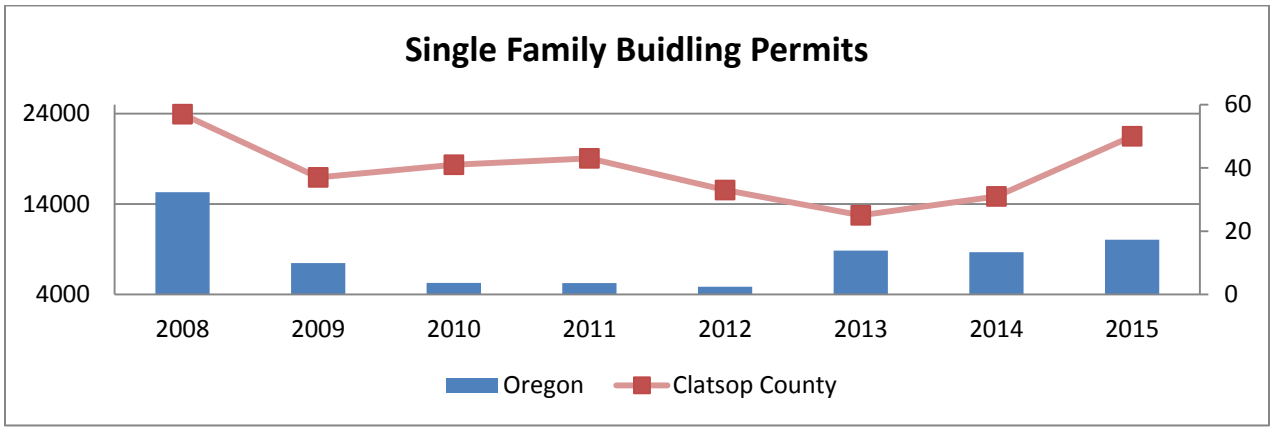
Clatsop County, like the rest of the state and nation, has continued to see a decline in home sales through 2014 when the most recent data was available.



Based on the most recent data the average sale price for a home in Clatsop County is $231,000 versus $255,000 for the state of Oregon and $302,361 nationwide.

CLATSOP COUNTY MARKET COMPARISON	Clatsop County	Oregon	United States
Average Home Price	$215,000	$229,000	$213,892
Average Home Price/sqft	$115	$122	$116
% Foreclosed Listings	2%	2%	1%
% of All Homes Recently Sold (last 6 months)	3%	3%	2%
Average Sale Price	$231,000	$255,000	$302,361
Average Sale Price/sqft	$146	$154	$160

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 but has begun to slight increases over the past couple of years.



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

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
  - Road Admin & Support
  - Road Maint. & Construction
  - Contingency
- County Clerk Records
- Public Health
  - 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
- Child Support
- Juvenile Crime Prevention
- Parole & Probation
- 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
- State Timber Enforcement

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
Child Custody Mediation
District Attorney (Child Support Enforcement, Liquor Enforcement)
Juvenile Crime Prevention
Law Library
Sheriff (Marine Patrol, Jail Commissary, Parole & Probation, Animal Shelter Enhancement, State Timber Enforcement)

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
2016-17 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 balanced 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 2015-16 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 & Services: The base budget will include an increase for materials and supplies in the amount of 3%above the current 2015-16 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 2016-17 budget submittals 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 2017-18 beginning fund balance. The General Fund operating contingency for 2016-17 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 2016-17 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 Parole & Probation. 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:

Priority	Functional Area
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 2016-17 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:

Priority	Functional Area
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.

CLATSOP VISION
2030TOGETHER

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.

CLATSOP VISION
2030TOGETHER

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.

Implementation of the Long Term Financial Plan:

With the uncertainties of the economy as well as revenue limiting measures that have affected the county, there are a number of financial challenges that involve the County's General and Special Projects Funds. The LTFP focuses on these two funds and issues that affect them. The focus of the LTFP involves the following key issues:

- The fundamental financial and budgetary policies set to preserve, if not strengthen, the County's fiscal health and guide the future financial management of its operation,
- Opportunities to enhance existing and available revenue streams that equitably target cost recovery on individual beneficiaries in order to preserve general resources for greater public benefit,
- Guidelines for sustaining administrative expenditure levels in relative proportion to the direct public services provided,
- The purpose, condition, and future role of the County's General Fund reserves and Special Projects funding in sustaining and stabilizing adopted levels of service to the public, and
- Comparisons with other Oregon counties and best practices to ensure that Clatsop County is fully utilizing governmental resources within a range comparable to their neighbors elsewhere in the state.

Based on the above key issues the county has taken several strategies to address the opportunities and challenges that it faces and reevaluates these strategies on an annual basis. These opportunities and strategies include:

- Broadening the County's budget policy framework and budget information,
- Improving the County's Indirect Cost Allocation Plan to recover additional revenues,
- Taking action to set and increase fees,
- Consideration of other revenue sources,
- Reducing the amount of recurring Special Projects Fund expenditures,
- Increasing reserves, and
- Maintaining a separate unreserved fund balance in addition to the contingency budget in either the General Fund or Special Projects Fund.

Clatsop County, through the Budget and Finance Department, maintains and implements 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, current county RMV of $7.9B allows a debt limit of $158M. 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 2nd 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: $29,870
- 001/2750/82-2455: $320
- 002/3110/82-2455: $4,200
- 005/2191/82-2455: $1,560
- 007/4110/82-2455: $5,060
- 024/2385/82-2455: $1,910
- 033/7156/82-2455: $260
- 036/7165/82-2455: $1,040
- 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 10th payment of interest and principal in the amount of $7,520. These costs are paid out of Westport Sewer Service District Fund 385/5845.

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 3rd interest payment and the 2nd principal payment in the amount of $186,400. These costs are paid out of the Debt Service Fund 400/5855.

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 2016-2017 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 2016-2017

Project	Type of Project	FY 2016-17 Funding	Total Project Cost
A&T Vehicle	Automotive	$23,000	$23,000
Comp & Class Study	Contractual Services	$40,000	$79,700
Long Term Financial Plan	Contractual Services	$55,000	$55,000
Micro Film Reader	Computer Equipment	$14,030	$14,030
Copier: CM/EM/SO	Office Equipment	$44,800	$44,800
Generator – 820 Exchange	Miscellaneous Equipment	$55,000	$55,000
Building Codes Vehicle	Automotive	$28,000	$28,000
Planning Dept. Vehicle	Automotive	$23,000	$23,000
Juvenile Dept. Vehicle	Automotive	$23,000	$23,000
Parks Dept. Vehicle	Automotive	$35,000	$35,000
Boiler Replacement	Building – Animal Shelter/Jail	$56,000	$56,000
Landscaping	Building – Courthouse	$21,000	$21,000
Jail Intercom System	Building – Jail	$85,000	$85,000
Automatic Transfer Switch	Building – Jail	$15,000	$15,000
Sidewalk Repair	Building – Jail/Boyington	$30,000	$30,000
HVAC/Duct Upgrades	Building – Multiple	$154,000	$154,000
Roof Replacement	Building – Jail/Courthouse	$251,190	$251,190
Lighting Upgrades	Building – Multiple	$40,000	$40,000
Carpet Replacement	Building – Multiple	$31,640	$31,640
Roof Repair - Exchange	Building – 820 Exchange	$7,000	$7,000
Clean/Seal Exterior Brick	Building – Courthouse/820	$45,000	$45,000
Emergency Repairs	Building – Multiple	$120,000	$120,000
Court Facilities Upgrades	Building - Courthouse	$300,000	$300,000
Court Security Upgrades	Building - Courthouse	$65,000	$65,000
Drug K-9	Miscellaneous Equipment	$20,000	$20,000
HHW Facility	Building – Public Health	$475,000	$600,000
Sheriff Vehicles	Automotive	$225,800	$225,800
Finger Print Systems	Computer Equipment	$25,000	$25,000
Dump Truck - Jewell	Automotive	$180,000	$180,000
Hooklift Truck System	Automotive	$150,000	$150,000
1 Ton Diesel Pick-Up	Automotive	$50,000	$50,000
Electronic Message Board	Miscellaneous Equipment	$10,000	$10,000
Wireless Internet - Fair	Miscellaneous Equipment	$35,000	$35,000
Heaters - Fair	Miscellaneous Equipment	$70,000	$70,000
Farmhouse Remodel	Building - Fair	$100,000	$100,000
Shop Roof – Astoria PW	Building – Astoria PW	$25,000	$25,000
Generator - Humbug	Miscellaneous Equipment	$10,000	$10,000
Shop Yard Expansion – PW	Building – Svensen PW Yard	$65,000	$65,000
Oil Burning Heater – PW	Miscellaneous Equipment	$10,000	$10,000
NCBP Phase One	Structures & Improvements	$120,900	$250,000
Westport Park	Structures & Improvements	$75,000	$940,500
Cullaby Lake Shelter	Structures & Improvements	$75,000	$75,000
Parks Signage	Structures & Improvements	$10,000	$10,000
Campus Buildings Signage	Structures & Improvements	$10,000	$10,000
Reserves/Debt/Indirects		$1,032,590	$1,032,590
TOTAL		**$4,335,950**	**$5,495,250**

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. <u>Preventative Maintenance:</u>
   - 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	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	5 Yr Total
2001 - Equipment Replacement							
	10-12 Yard Dump Truck	180,000	0	0	0	0	**180,000**
	Hook Lift Sander	10,000	0	0	0	0	**10,000**
	Chopper	150,000	0	0	0	0	**150,000**
	F350 Flatbed Pickup	50,000	0	0	0	0	**50,000**
	Chip Spreader	0	150,000	0	0	0	**150,000**
	F350 Flatbed	0	50,000	0	0	0	**50,000**
	Vactor Truck/Hooklift	0	200,000	0	0	0	**200,000**
	188 Loader	0	150,000	0	0	0	**150,000**
	Pickup	0	0	30,000	0	0	**30,000**
	Gradall	0	0	250,000	0	0	**250,000**
	Equipment Replacement Total:	**390,000**	**550,000**	**280,000**	**0**	**0**	**1,220,000**
9300 - Fair General Operation							
	Lower Field Parking	100,000	100,000	0	0	0	**200,000**
	Fairgrounds Shop	60,000	0	0	0	0	**60,000**
	Fair General Operation Total:	**160,000**	**100,000**	**0**	**0**	**0**	**260,000**
	Special Revenue Fund Total:	**550,000**	**650,000**	**280,000**	**0**	**0**	**1,480,000**

General Fund

Org ID/Name	Project Name	2017-2018	2018-2019	2019-2020	2020-2021	2021-2022	5 Yr Total
1150 - Assessment & Taxation							
	A&T Vehicle Replacement	0	25,000	0	25,000	0	**50,000**
	Assessment & Taxation Total:	**0**	**25,000**	**0**	**25,000**	**0**	**50,000**
1625 - Budget & Finance							
	CAFR Software	25,000	0	0	0	0	**25,000**
	Budget & Finance Total:	**25,000**	**0**	**0**	**0**	**0**	**25,000**
1790 - Building & Grounds							
	Animal Shelter - Siding	40,000	0	0	0	0	**40,000**
	Jail - Parking Lot Repairs	25,000	0	0	0	0	**25,000**
	Walk-In Freezer Replacement	0	30,000	0	0	0	**30,000**

Capital Improvement Plan - 5 Yr. Projection

Darigold Parking to Paving	0	0	0	80,000	0	**80,000**
Building & Grounds Total:	**65,000**	**30,000**	**0**	**80,000**	**0**	**175,000**
2700 - Planning Division						
Plotter	10,000	0	0	0	0	**10,000**
Planning Division Total:	**10,000**	**0**	**0**	**0**	**0**	**10,000**
General Fund Total:	**100,000**	**55,000**	**0**	**105,000**	**0**	**260,000**

County Total:	**650,000**	**705,000**	**280,000**	**105,000**	**0**	**1,740,000**

2016-2017 Capital Improvement Plan

Special Revenue Fund

Page	Org ID	Project Name	Type	Category	Cost
	2001	Hooklift Truck System	Replacement	Automotive	**150,000**
	2001	Jewell Dump Truck	Replacement	Automotive	**180,000**
	2001	Pickup for Jewell Road District	Replacement	Automotive	**50,000**
	2001	Electronic Message Board	Addition	Miscellaneous	**10,000**
	2191	Sheriff's Office-Criminal Division	Replacement	Automotive	**81,600**
	2191	Sheriff's Office Criminal Division	Replacement	Automotive	**56,400**
	3120	Astoria Shop Roof	Replacement	Building	**25,000**
	3120	Humbug Standby Generator	Addition	Miscellaneous	**10,000**
	3120	Svensen Shop Yard Expansion	Addition	Land	**65,000**
	3120	Oil Burner for Shop	Addition	Miscellaneous	**10,000**
	4169	Household Hazardous Waste	Addition	Building	**475,000**
	5815	Cullaby Lake Picnic Shelter Roof Replacement	Replacement	Building	**75,000**
	5815	Parks Entrance and Signage Project	Replacement	Miscellaneous	**10,000**
	5815	Westport Clean-Up & Development	Addition	Miscellaneous	**50,000**
	5815	Consultant Services for Westport Property	Addition	Miscellaneous	**25,000**
	5815	Unapportioned Projects	Replacement	Miscellaneous	**50,000**
	5836	NCBP Phase One	Addition	Land	**120,900**
	7165	Building Codes New Vehicle	Replacement	Automotive	**28,000**
	9300	Wireless System	Replacement	Miscellaneous	**35,000**
	9300	Exhibit Hall Heaters	Replacement	Miscellaneous	**25,000**
	9300	Arena Heaters	Replacement	Miscellaneous	**45,000**
	9300	Emergency Needs	Addition	Miscellaneous	**20,000**
	9300	Farm House	Replacement	Building	**100,000**
				Special Revenue Fund Total:	**1,696,900**

General Fund

Page	Org ID	Project Name	Type	Category	Cost
	1120	County Manager copier	Replacement	Office Equipment	**14,000**
	1125	Classification & Compensation Support	Addition	Miscellaneous	**12,000**
	1125	Job Description Analysis	Addition	Miscellaneous	**28,000**
	1150	A&T Vehicle	Replacement	Automotive	**23,000**
	1355	Scan Pro 3000 Microfilm Reader	Replacement	Office Equipment	**14,030**
	1625	Long Term Financial Plan	Replacement	Miscellaneous	**55,000**
	1790	Emergency Repairs	Replacement	Building	**50,000**
	1790	Intercom Replacement	Replacement	Building	**85,000**

2016-2017 Capital Improvement Plan

	1790	Courthouse Roof Replacement	Replacement	Building	**100,000**
	1790	Courthouse Security Cameras	Addition	Building	**40,000**
	1790	Courthouse Security Upgrades	Replacement	Building	**25,000**
	1790	Signage Upgrade	Replacement	Building	**10,000**
	1790	Jail Generator Auto Transfer Switch Replacement	Replacement	Building	**15,000**
	1790	Driveway and Sidewalk Repair	Replacement	Building	**30,000**
	1790	Carpet Replacement	Replacement	Building	**31,640**
	1790	Generator Upgrade	Replacement	Building	**55,000**
	1790	Lighting Upgrade	Replacement	Building	**40,000**
	1790	Exterior Waterproofing	Replacement	Building	**30,000**
	1790	HVAC Control Upgrade	Replacement	Building	**24,000**
	1790	Jail Roof Replacement	Replacement	Building	**151,190**
	1790	Jail Boiler Replacement	Replacement	Building	**36,000**
	1790	HVAC Unit replacement	Replacement	Building	**60,000**
	1790	Roof Repair	Replacement	Building	**7,000**
	1790	Boiler Replacement	Replacement	Building	**20,000**
	1790	Duct cleaning	Replacement	Building	**70,000**
	1790	Tree replacement	Replacement	Building	**21,000**
	1790	Clean and Seal Brick	Replacement	Building	**15,000**
	1790	Court Project Matching Funds	Replacement	Building	**300,000**
	1795	3/4 ton truck replacement	Replacement	Automotive	**35,000**
	2190	Copier	Replacement	Office Equipment	**14,000**
	2200	Criminal Division-Patrol Vehicle	Replacement	Automotive	**40,800**
	2200	Marine Division-Patrol Vehicle	Replacement	Automotive	**47,000**
	2200	Drug Canine	Addition	Miscellaneous	**20,000**
	2300	Sheriff's Office Corrections Division	Replacement	Miscellaneous	**25,000**
	2300	Sheriff's Office Corrections Division	Replacement	Office Equipment	**8,000**
	2340	Juvenile Department Vehicle	Replacement	Automotive	**23,000**
	2700	Planning Vehicle	Addition	Automotive	**23,000**
	2750	Copier/Printer	Addition	Office Equipment	**8,800**
				General Fund Total:	**1,606,460**

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 12.74** cents goes to Clatsop County government. This illustration shows how an average tax dollar is distributed.

What Your 12.74 cents to Clatsop County Provides:

5.71 cents – **Public Safety & Justice:** Sheriff's Office, Jail, District Attorney's Office, Juvenile Department, and Emergency Services

1.50 cents – **Public Services:** Assessment & Taxation, Elections & Records, Surveyor, Community Development, Public & Mental Health

1.61 cents – **Contingency:** Set aside for unanticipated expenditures

2.30 cents – **Miscellaneous:** Building Maintenance, Parks, Animal Control, Information Systems, Finance

0.61 cent – **Administration:** County Administration, Human Resources, and Legal Counsel

1.01 cents – **Fairgrounds:** Enhanced Operations and Facility Improvements

The top 10 taxpayers in Clatsop County for 2015 are as follows:

1. Georgia Pacific Consumer Products $2,330,497.06
2. Lewis & Clark Tree Farms LLC $899,785.79
3. WorldMark The Club $520,737.78
4. Pacificorp $501,526.49
5. Northwest Natural Gas Co. $455,208.74
6. Hampton Lumber Mills Inc. $451,800.47
7. Charter Communications $382,982.98
8. Western Generation Agency $288,370.20
9. Longview Timberlands LLC $266,017.58
10. Georgia Pacific Consumer Products LP $246,121.07

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**
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
2015-16 AV M5 RMV	5,705,270,411 7,516,835,617	6.6 3.2	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

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	**3,443,116**
2015-16	**4,383,970****
2016-17	**3,577,926*****

** Total estimated to be received as of ODF Projection from 2/19/16.
Total received as of 2/24/16 $3,617,086.
***Estimate from ODF Projection dated 2/19/16.

CLATSOP COUNTY OWNED MOTOR VEHICLES

Department		Make /	Year	Model	Last Odometer Reading	Current Odometer Reading	Current Year Miles
Animal Control	E248741	Dodge	2007	4x4 Pick-up	93,176	100,725	7,549
	E263064	Chev	2015	Silverado	2,984	7,588	4,604
Assessor	E222401	Chev	2001	Lumina	73,471	75,372	1,901
	E219275	Chev	2001	Lumina	62,999	63,747	748
	E225080	Chev	2003	Impala	69,083	70,045	962
	E263616	Ford	2014	Explorer 4x4	6,901	11,946	5,045
	E225079	Toyota	2015	Rav 4	1,470	7,076	5,606
	E222402	Toyota	2015	Rav 4	0	2,966	2,966
Building & Grounds	E184022	Chev	1992	S10 Pickup	84,153	84,182	29
	E169219	Chev	2002	1/2 Ton Van	53,800	54,511	711
	E237490	Entso	2007	Uitility Trailer	n/a	n/a	n/a
Building Codes	E228554	Dodge	2004	Dakota P.U.	168,913	178,733	9,820
	E228555	Ford	2004	Crown Victoria	84,691	89,991	5,300
	E237459	Dodge	2006	Dakota P.U.	101,618	116,438	14,820
	E269964	Ford	2016	Escape	0	110	110
	E269965	Ford	2016	Escape	0	110	110
District Attorney	E235075	Ford	2006	Crown Victoria	197,283	205,848	8,565
	VBG383	Ford	2006	Crown Victoria	115,603	125,700	10,097
	E243325	Dodge	2008	Durango	119,660	121,037	1,377
Emergency Mgmt	E229937	Chev	2007	Impala	80,088	85,516	5,428
Fairgrounds	E184015	GMC	1992	Pickup	2,078,760	2,079,260	500
	E205621	Dodge	1998	Pickup	162,352	163,352	1,000
Fisheries	E222770	Ford	2003	Pickup F350	130,162	131,662	1,500
	OR296XC	Lowe	1993	Alum. Boat	n/a	n/a	n/a
	E223857	EZ Loader	1990	Boat Trailer	n/a	n/a	n/a
Juvenile	E206368	Subaru	1999	Brighton	91,474	94,664	3,190
	E211270	Dodge	2000	Caravan	67,286	71,381	4,095
	E215095	Dodge	2001	Ram Van	68,096	70,654	2,558
	E257098	Chev	2014	Impala	19,067	34,051	14,984
	E263060	Forri	2015	Uitility Trailer	n/a	n/a	n/a
Parks	E182094	Ford	1992	Pickup F250	165,334	165,558	224
	n/a	Kioti	1994	Tractor	1,522	1,568	46
	E197814	Maxey	1995	Trailer	n/a	n/a	n/a
	E205614	Ford	1998	Pickup F150	91,492	97,361	5,869
	E250663	Ford	2010	Pickup F250	99,644	117,448	17,804
Parole & Probation	E229944	Chev	2004	Tahoe	121,166	126,163	4,997
	E236820	Chev	2005	Impala	111,006	123,000	11,994
	E237487	Dodge	2007	Durango	88,638	101,348	12,710
	E263072	Dodge	2014	Charger	1,848	17,445	15,597
	E263087	Dodge	2014	Charger	0	2,423	2,423
	E263088	Dodge	2014	Charger	0	2,956	2,956
	E253271	Chev	2015	Tahoe	315	9,668	9,353
Public Health	E174637	Toyota	2000	Corolla/silver	114,820	118,417	3,597
	E186830	Toyota	2000	Corolla/beige	99,639	104,763	5,124
	E227614	Toyota	2004	Corolla/red	85,825	92,093	6,268
	E237462	Dodge	2007	Van/Teal	30,521	33,025	2,504
	E263073	Chev	2012	Equinox	29,930	37,520	7,590
Surveyor	E184013	Dodge	1992	Pickup	48,955	49,763	808

PUBLIC WORKS DEPARTMENT VEHICLE & EQUIPMENT LIST

Vehicle #	Make / Year	Model	Last Year Odometer	Current Odometer	Current Year Miles	M-Miles H-Hours
E007	Bors Retort 1952	Circulator	n/a	n/a	n/a	
E105	Beall 1964	Asphalt Tank	n/a	n/a	n/a	
E144	Gard 1977	Rotary Comp	332	341	9	H
E173	Etnyre 1986	Asphalt Dist	27,965	27,965	0	M
E188	CAT 1989	926E Wheel Loader	4,124	4,257	133	H
E191	BMC 1978	Hydra Hammer	2,090	2,092	2	H
E192	Inger Rand 1989	PneuRoller	2,623	2,703	80	H
E193	Chevrolet 1990	Flatbed Truck	99,632	101,493	1,861	M
E200	Brush Bandit 1990	Chopper	2,656	2,670	14	H
E205	CAT 1992	D4H	3,823	3,912	89	H
E206	Chevrolet 1992	Spray Truck	60,574	67,307	6,733	M
E211	1992	Bridge Truck	48,688	49,827	1,139	M
E214	CAT 1993	Vibratory Compactor	2,434	2,440	6	H
E216	Vanraden 1993	10 YD Trailer	n/a	n/a	n/a	
E222	CAT 1994	Tool Carrier Loader	3,414	3,620	206	H
E223	CAT 1994	Tool Carrier Loader	3,424	3,600	176	H
E224	Peterbilt 1985	Water Truck	1,731	2,015	284	H
E225	PB GMC 1994	6 yd Dumptruck	113,326	115,370	2,044	M
E226	Etnyre 1995	Chip Spreader	1,220	1,278	58	H
E227	CAT 1996	140G Grader	8,960	9,100	140	H
E228	PB 1998	10 Yd Dumptruck	4,448	5,521	1,073	H
E229	Vanraden 1998	10 YD Trailer	n/a	n/a	n/a	
E230	Peterbilt 1998	10 Yd Dumptruck	335,030	341,843	6,813	M
E231	Vanraden 1998	10 YD Trailer	n/a	n/a	n/a	
E232	Peterbilt 1998	10 Yd Dumptruck	289,130	302,142	13,012	M
E233	Vanraden 1998	10 YD Trailer	n/a	n/a	n/a	
E237	DynaWeld 1998	Flatbed Trailer	n/a	n/a	n/a	
E238	Ford 1998	Crew Van	36,044	36,799	755	M
E241	John Deere 1998	624H Loader	2,745	2,892	147	H
E242	GMC 1999	6 yd Dumptruck	61,390	63,692	2,302	M
E243	Gradall 1999	XL4100	5,732	7,731	1,999	H
E244	GMC 1999	Aerial Lift	3,823	4,435	612	H
E245	Dodge 2001	Pickup	100,110	103,974	3,864	M
E246	Ford 2000	Pickup	103,447	109,702	6,255	M
E247	Eager Beaver 1993	Trailer	n/a	n/a	n/a	
E248	Ford 2002	Sign Pickup	136,645	141,389	4,744	M
E249	Ford 2002	Crew Cab Pickup	51,915	52,300	385	M
E250	GMC 2002	6 YD Dump Truck	67,260	69,562	2,302	M
E251	GMC 2002	6 YD Dump Truck	51,093	54,927	3,834	M
E252	Case 2002	Brush Chopper	4,240	4,528	288	H
E253	Case 2002	Brush Chopper	5,036	5,401	365	H
E254	Bowie 2002	Hay Mulcher	255	266	11	H
E255	Ingersoll 2002	10 Ton Compactor/Roller	1,116	1,214	98	H
E256	Johnston 2002	Vac Sweeper	4,276	6,225	1,949	H
E257	Vactor 1998	Catch Basin Truck	5,638	11,133	5,495	H
E258	Ingersoll 2002	Base Comp	4,900	4,904	4	H
E259	HTC 2002	Shoulder Machine	606	734	128	H

PUBLIC WORKS DEPARTMENT VEHICLE & EQUIPMENT LIST

Vehicle #	Make / Year	Model	Last Year Odometer	Current Odometer	Current Year Miles	M-Miles H-Hours
E261	Ford 2003	Flatbed Pickup	83,764	90,827	7,063	M
E262	Ford 2003	Flatbed Pickup	94,146	103,390	9,244	M
E263	Ford 2004	Flatbed Pickup	100,389	109,500	9,111	M
E264	Tow Master 2004	Ramp Trailer	n/a	n/a	n/a	
E265	Gradall 2003	XL4100	6,710	7,359	649	H
E266	Peterbilt 2005	10 YD Dump Truck	119,718	133,191	13,473	M
E267	Peterbilt 2005	10 YD Dump Truck	111,630	121,297	9,667	M
E268	Ford 2005	F750 Shop Truck	50,161	55,342	5,181	M
E269	Chevrolet 2006	3/4 Ton Pickup	132,028	142,955	10,927	M
E270	Chevrolet 2006	3/4 Ton Pickup	78,211	85,846	7,635	M
E272	Ford 2007	Pickup	72,864	79,459	6,595	M
E273	IT 14 2006	Scoop	2,810	2,911	101	H
E274	Chevrolet 2007	1/2 ton Pickup	48,571	50,987	2,416	M
E275	Ford 2008	1Ton PU	58,159	66,995	8,836	M
E276	Trailer 2008	Flatbed Trailer	n/a	n/a	n/a	
E277	Forklift 2001	9,000 LB	999	1,076	77	H
E278	Ford 2009	1 Ton x cab	86,203	107,896	21,693	M
E279	Chevrolet 2009	Colorado PU	24,440	26,569	2,129	M
E280	Case 2006	Excavator	3,072	3,279	207	H
E281	Etnyre 2000	Low Boy	n/a	n/a	n/a	
E282	International 2007	Tractor	108,116	115,218	7,102	M
E283	Rway 2000	Belly Dump Trailer	n/a	n/a	n/a	
E284	FreightLiner 2006	Bear Cat Distributor	233,982	235,494	1,512	M
E285	Wilson 2004	Custom Build Trailer	n/a	n/a	n/a	
E286	Ford 2012	F450 Dump	24,405	31,046	6,641	M
E287	John Deer 2011	Brush Chopper	1,610	2,002	392	H
E288	Ford 2012	HD Dump	23,875	34,480	10,605	M
E289	Ford 2012	Pickup	39,226	57,615	18,389	M
E290	Ford 2012	Pickup	25,604	35,402	9,798	M
E291	John Deere 2012	Loader	38	763	725	H
E292	Dynapac 2013	Compactor	224	413	189	H
E293	Ford 2013	F150 Pickup	5,710	13,414	7,704	M
E294	Ford 2014	F450 Sign Truck	4,970	16,763	11,793	M
E295	Ford 2014	F450 HD	6,730	17,743	11,013	M
E296	Bear Cat 2015	Distributor	0	4,545	4,545	M
E297	Great Northern 2014	Split Deck Trailer	n/a	n/a	n/a	
E298	John Deer 2015	Grader	0	120	120	H
E299	Superior 2012	Broom	0	285	285	H
E300	Trailmax 2015	Trailer	n/a	n/a	n/a	
E301	Kubota 2015	Excavator	0	99	99	H
E302	Wells 1997	Utility Trailer	n/a	n/a	n/a	

SHERIFF'S DEPARTMENT VEHICLE LIST

Veh.#	Make	Year	Model	License	Division	Last Odom.	Current Odom.	Current Miles
4	Ziema	2003	ATV Trailer	E222422	SAR	NA	NA	NA
5	Bombardier	2003	ATV	NB54397	SAR	NA	NA	NA
6	Can-Am	2010	Outlander ATV	n/a	Forest	NA	NA	NA
7	GMC	1999	Pickup	E215069	SAR	30,488	31,082	594
8	ASM BI	1999	Trailer	E210861	Work Crew	NA	NA	NA
9	Chevrolet	1998	Pickup	E021314	SAR	30,034	30,613	579
10	Ford	2008	F5D Crew Truck	E243307	Work Crew	84,353	90,849	6,496
11	EGLIR	2004	Utility Trailer	E228566	Work Crew	NA	NA	NA
12	Chevrolet	2011	AWD Van	E252901	Corrections	102,349	112,595	10,246
13	Bombardier	2002	ATV	n/a	SAR	NA	NA	NA
14	Wells Cargo	1993	Trailer	E197847	SAR	NA	NA	NA
16	Chevrolet	1996	Suburban	E197843	SAR	31,560	31,945	385
17	Chevrolet	2004	Suburban	E228573	SAR	28,050	29,155	1,105
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	n/a	Marine	NA	NA	NA
25	Smokercraft	2009	Alaskan DLX	408XCX	Marine	NA	NA	NA
26	Chevrolet	2014	K2500 Crew Cab	E257085	Marine	13,265	25,011	11,746
28	Valco	1975	14' Boat	E135XCX	Marine	NA	NA	NA
30	River Wild	2015	25" Boat	714CXC	Marine	NA	NA	NA
39	Chevrolet	2006	Monte Carlo	Classified	DTF	41,687	41,697	10
42	Dodge	2015	Charger	E263097	Criminal	0	6,741	6,741
43	Reserve	2004	Ford F250	E338695	Criminal	102,046	115,642	13,596
45	Dodge	2015	Charger	E263096	Criminal	0	1,140	1,140
47	Dodge	2014	Charger	E263069	Criminal	3,860	29,647	25,787
48	Dodge	2014	Charger	E263068	Criminal	3,056	27,892	24,836
49	Chevrolet	2015	K2500 Crew Cab	E229938	Criminal	12,827	46,553	33,726
50	Ford	2004	F250	E227621	Criminal	149,097	149,097	0
52	Chevrolet	2014	Tahoe	E262698	Criminal	19,982	42,226	22,244
54	Dodge	2012	Charger	E257063	Criminal	54,461	86,456	31,995
55	Chevrolet	2012	Tahoe	E257062	Criminal	54,756	73,804	19,048
56	Chevrolet	2005	K1500 Pick-up	E228931	Criminal	117,503	132,759	15,256
60	Chevrolet	2005	Impala	Classified	Corrections	79,442	81,857	2,415
62	Chevrolet	2005	Tahoe	Classified	Detective	127,322	133,449	6,127
63	Chevrolet	2005	Astro Van	Classified	Task Force	42,622	47,898	5,276
66	Chevrolet	2007	K-2500 pick-up	E237461	Marine	110,665	121,701	11,036
67	Chevrolet	2015	K-2500 pick-up	E263093	Criminal	0	7,000	7,000
68	Dodge	2007	Magnum	E237467	Criminal	136,257	142,999	6,742
70	Dodge	2015	Charger	E263095	Criminal	0	6,600	6,600
71	Dodge	2011	Charger	E252920	Criminal	76,738	96,500	19,762
72	Dodge	2015	Charger	E263094	Criminal	0	1,900	1,900
74	Dodge	2008	Durango	E234423	Criminal	104,687	111,568	6,881
75	Chevrolet	2008	K-1500 pick-up	E248721	Criminal	150,000	173,799	23,799
77	Dodge	2009	Charger	E248729	Criminal	112,147	130,089	17,942

SHERIFF'S DEPARTMENT VEHICLE LIST

Veh.#	Make	Year	Model	License	Division	Last Odom.	Current Odom.	Current Miles
78	Dodge	2009	Charger	E248747	Criminal	127,374	144,500	17,126
80	Dodge	2009	Charger	E248748	Criminal	137,738	156,400	18,662
81	Chevrolet	2009	K1500 Pick-up	E250660	Criminal	185,224	198,370	13,146
82	Chevrolet	2006	K-2500 pick-up	002BSJ	Criminal	110,951	118,644	7,693
84	Chevrolet	2001	Tahoe	Classified	DTF	156,400	156,508	108
85	Ford	2015	F350	E263080	Corrections	1,186	17,896	16,710
86	Dodge	2009	Dodge	E250697	Criminal	78,310	93,247	14,937
87	Dodge	2014	Charger	E263089	Corrections	0	9,864	9,864
88	Chevrolet	2014	Tahoe	E257090	Criminal	27,557	44,200	16,643
89	Chevrolet	2011	Tahoe	895BRH	Sheriff	70,601	85,900	15,299
90	GMC	1998	Pickup	E205625	SAR	118,911	119,115	204
94	Nissan	2010	Altima	Classified	DTF	84,469	84,753	284
95	Dodge	2011	Charger	E252927	Criminal	49,240	55,700	6,460
96	Dodge	2011	Charger	E252928	Criminal	66,032	91,200	25,168
97	Dodge	2011	Charger	E252929	Criminal	65,881	85,759	19,878
n/a	Buick	2002	Regal	Classified	DTF	160,000	165,106	5,106
n/a	Dodge	2005	Neon	Classified	DTF	88,532	94,162	5,630
n/a	Ford	2003	F150	Classified	DTF	89,000	94,213	5,213

F.T.E. by Fund

Fund	Organizational Unit	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
001 General								
	Animal Control	2.80	3.60	2.80	3.00	3.00	3.00	3.00
	Approp. For Contingency 1	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Assessment & Taxation	14.50	13.50	14.50	15.50	15.50	15.50	15.50
	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	0.35	0.35	0.35	0.35
	Budget & Finance	4.53	4.50	4.00	3.53	3.53	3.53	3.53
	Building & Grounds	5.40	4.46	4.40	4.40	5.40	5.40	5.40
	Clerk - Admin. & Elections	2.60	2.60	2.60	3.00	3.00	3.00	3.00
	Clerk - Records	1.90	1.90	1.90	1.65	1.65	1.65	1.65
	Corrections	23.00	23.00	24.00	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	2.28	2.33	2.33	2.83	2.83	2.83	2.83
	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	15.89	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	2.71	1.71	1.71	2.31
	Human Resources	2.20	2.13	2.13	2.00	2.00	2.00	2.00
	Information Systems	5.15	5.15	5.65	6.08	6.08	6.08	6.08
	Jail Nurse	2.00	2.00	2.00	2.00	2.00	2.00	2.00
	Juvenile Department	5.35	6.57	6.58	6.58	6.58	6.58	6.58
	Medical Examiner	0.00	0.00	0.80	0.80	0.80	0.80	0.80
	Parks Maintenance	1.70	1.72	1.70	1.70	1.70	1.70	1.70
	Planning Division	4.30	4.60	4.85	5.85	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	21.90	22.40	24.40	22.90	22.90	22.90	22.90
	Sheriff Support Division	4.50	4.50	4.50	4.50	4.50	4.50	4.50
	Surveyor	0.95	0.97	0.95	1.95	1.95	1.95	1.95
	Transfers To Other Funds	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 001	**125.85**	**126.71**	**130.87**	**133.71**	**132.71**	**132.71**	**133.31**

F.T.E. by Fund

Fund	Organizational Unit	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
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	5.60	5.60	5.60	5.60	5.60	5.60	5.60
	Road Maint & Construction	23.70	22.70	22.70	22.70	22.70	22.70	22.70
	Total for Fund: 002	**29.30**	**28.30**	**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	0.90	0.90	0.85	0.80	0.85	0.85	0.85
	Chronic Disease Prevention	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Community Health	2.95	2.95	3.10	3.40	4.00	4.00	4.00
	Emergency Preparedness	0.60	0.60	0.55	0.50	0.50	0.50	0.50
	Environmental Health	1.92	2.10	2.25	1.95	1.95	1.95	1.95
	Family Planning	2.10	2.20	1.78	1.30	1.40	1.40	1.40
	HIV Block Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Household Hazardous Waste	0.09	0.10	0.20	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	0.45	0.45	0.45	0.45	0.45
	Onsite Sewage Systems	0.00	0.90	1.40	1.50	1.50	1.50	1.50
	Ryan White Fund Grant	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Tobacco Prevention	0.55	0.55	0.60	0.50	0.50	0.50	0.50
	W I C Program	2.70	2.70	2.70	2.58	2.58	2.58	2.58
	Total for Fund: 007	**12.40**	**13.60**	**13.98**	**13.28**	**14.03**	**14.03**	**14.03**
009	**Child Support**							
	Child Support	2.11	2.11	2.11	2.11	2.11	2.11	2.11
	Total for Fund: 009	**2.11**	**2.11**	**2.11**	**2.11**	**2.11**	**2.11**	**2.11**
018	**Juvenile Detention Center**							
	Juvenile Detention Center	7.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 018	**7.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**

F.T.E. by Fund

Fund	Organizational Unit	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
020	**Juvenile Crime Prevention**							
	Juv Crime Prevention	1.33	1.33	0.33	0.33	0.33	0.33	0.33
	Total for Fund: 020	**1.33**	**1.33**	**0.33**	**0.33**	**0.33**	**0.33**	**0.33**
021	**Commission on Child & Families**							
	Comm. on Children & Fam	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 021	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**	**0.00**
024	**Parole & Probation Division**							
	Parole & Probation Division	9.50	10.60	10.60	12.10	12.10	12.10	12.10
	Total for Fund: 024	**9.50**	**10.60**	**10.60**	**12.10**	**12.10**	**12.10**	**12.10**
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	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 030	**1.00**	**0.00**	**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	1.42	1.56	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	0.20	0.28	0.28	0.28	0.28	0.28	0.28
	Total for Fund: 033	**1.72**	**1.70**	**1.84**	**1.84**	**1.84**	**1.84**	**1.84**
036	**Building Codes**							
	Building Codes	4.20	4.20	4.15	4.15	4.15	4.15	4.15
	Total for Fund: 036	**4.20**	**4.20**	**4.15**	**4.15**	**4.15**	**4.15**	**4.15**
039	**Clatsop County Fisheries**							
	Clatsop County Fisheries	6.40	6.42	6.40	6.40	6.40	6.40	6.40
	Total for Fund: 039	**6.40**	**6.42**	**6.40**	**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**
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**

F.T.E. by Fund

Fund	Organizational Unit	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
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	4.00	3.00	3.00	3.00
	Total for Fund: 150	**3.00**	**3.00**	**3.00**	**4.00**	**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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 209	**0.00**	**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	0.45	0.25	0.15	0.15	0.15	0.15	0.15
	Total for Fund: 230	**0.45**	**0.25**	**0.15**	**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**
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**

F.T.E. by Fund

Fund	Organizational Unit	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
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 Func	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	0.26	0.26	0.26	0.26	0.26	0.26
	Total for Fund: 385	**0.35**	**0.26**	**0.26**	**0.26**	**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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Total for Fund: 395	**0.00**	**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**
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**

F.T.E. by Fund

Fund	Organizational Unit	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
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:	**206.96**	**200.83**	**204.34**	**208.98**	**207.73**	**207.73**	**208.33**

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
County Service Districts									
	4-H & Extension	395	0.00	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	0.00	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	0.26	0.26	0.26	0.26	0.26	0.26
	Total for: County Service Districts		**0.35**	**0.26**	**0.26**	**0.26**	**0.26**	**0.26**	**0.26**
Culture & Recreation									
	Fair General Operation	150	3.00	3.00	3.00	4.00	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	1.72	1.70	1.70	1.70	1.70	1.70
	Total for: Culture & Recreation		**4.70**	**4.72**	**4.70**	**5.70**	**4.70**	**4.70**	**4.70**
Economic Development & Capital									
	Clatsop County Fisheries	039	6.40	6.42	6.40	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
	l for: Economic Development & Capital		**6.40**	**6.42**	**6.40**	**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	14.50	13.50	14.50	15.50	15.50	15.50	15.50
	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	0.35	0.35	0.35	0.35
	Budget & Finance	001	4.53	4.50	4.00	3.53	3.53	3.53	3.53
	Building & Grounds	001	5.40	4.46	4.40	4.40	5.40	5.40	5.40
	Clerk - Admin. & Elections	001	2.60	2.60	2.60	3.00	3.00	3.00	3.00
	Clerk - Records	001	1.90	1.90	1.90	1.65	1.65	1.65	1.65

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
	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	2.28	2.33	2.33	2.83	2.83	2.83	2.83
	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	2.13	2.13	2.00	2.00	2.00	2.00
	Information Systems	001	5.15	5.15	5.65	6.08	6.08	6.08	6.08
	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		**39.56**	**37.56**	**38.50**	**39.83**	**40.83**	**40.83**	**40.83**
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	4.15	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	4.30	4.60	4.85	5.85	4.85	4.85	4.85
	Road Admin. And Support	002	5.60	5.60	5.60	5.60	5.60	5.60	5.60
	Road Maint & Construction	002	23.70	22.70	22.70	22.70	22.70	22.70	22.70
	Surveyor	001	0.95	0.97	0.95	1.95	1.95	1.95	1.95
	Surveyor - Land Corner 120	120	0.25	0.25	0.25	0.25	0.25	0.25	0.25
	or: Land Use, Housing & Transportation		**39.00**	**38.32**	**38.50**	**40.50**	**39.50**	**39.50**	**39.50**
Public Health									
	Approp. For Contingency 7	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Babies First	007	0.90	0.90	0.85	0.80	0.85	0.85	0.85
	Chronic Disease Prevention	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Comm. on Children & Fam	021	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Community Health	007	2.95	2.95	3.10	3.40	4.00	4.00	4.00
	Developmental Disabilities	033	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Drug & Alcohol Prevention	033	1.52	1.42	1.56	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
	Emergency Preparedness	007	0.60	0.60	0.55	0.50	0.50	0.50	0.50

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
	Environmental Health	007	1.92	2.10	2.25	1.95	1.95	1.95	1.95
	Family Planning	007	2.10	2.20	1.78	1.30	1.40	1.40	1.40
	HIV Block Grant	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Household Hazardous Waste	007	0.09	0.10	0.20	0.20	0.20	0.20	0.20
	Immunization	007	0.10	0.10	0.10	0.10	0.10	0.10	0.10
	Maternal & Child Health	007	0.50	0.50	0.45	0.45	0.45	0.45	0.45
	Mental Health	033	0.20	0.28	0.28	0.28	0.28	0.28	0.28
	Onsite Sewage Systems	007	0.00	0.90	1.40	1.50	1.50	1.50	1.50
	Ryan White Fund Grant	007	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	Tobacco Prevention	007	0.55	0.55	0.60	0.50	0.50	0.50	0.50
	W I C Program	007	2.70	2.70	2.70	2.58	2.58	2.58	2.58
	Total for: Public Health		**14.12**	**15.30**	**15.82**	**15.12**	**15.87**	**15.87**	**15.87**
Public Safety & Justice									
	Animal Control	001	2.80	3.60	2.80	3.00	3.00	3.00	3.00
	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	2.11	2.11	2.11	2.11	2.11	2.11	2.11
	Corrections	001	23.00	23.00	24.00	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	0.00	0.00	0.00	0.00	0.00	0.00	0.00
	District Attorney	001	15.89	15.89	15.89	15.89	15.89	15.89	15.89
	Drug Task Force	030	1.00	0.00	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	2.71	1.71	1.71	2.31
	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	0.33	0.33	0.33	0.33	0.33
	Juvenile Department	001	5.35	6.57	6.58	6.58	6.58	6.58	6.58
	Juvenile Detention Center	018	7.00	0.00	0.00	0.00	0.00	0.00	0.00
	Law Library	230	0.45	0.25	0.15	0.15	0.15	0.15	0.15
	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	0.80	0.80	0.80	0.80	0.80

F.T.E. by Functional Area

Functional Area	Organizational Unit	Fund	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
	Parole & Probation Division	024	9.50	10.60	10.60	12.10	12.10	12.10	12.10
	Sheriff Criminal Division	001	21.90	22.40	24.40	22.90	22.90	22.90	22.90
	Sheriff Support Division	001	4.50	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		**102.83**	**98.25**	**100.16**	**101.17**	**100.17**	**100.17**	**100.77**
	Totals:		**206.96**	**200.83**	**204.34**	**208.98**	**207.73**	**207.73**	**208.33**

	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2016											
3		range	union	hours/week	O/T Eligible							
4						MINIMUM		STEPS		MAXIMUM	HOURLY RATE	
5	TITLE					A	B	C	D	E	STEP A	TOP STEP
6	ACCOUNTANT I	13	A	3	Y	$ 3,472.24	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 21.37	$ 25.97
7	ACCOUNTANT II	14	A	4	Y	$ 3,889.18	$ 4,083.62	$ 4,287.81	$ 4,502.20	$ 4,727.32	$ 22.44	$ 27.27
8	ACCOUNTANT III - Pending											
9	ADMINISTRATIVE SUPPORT III	7	A	3	Y	$ 2,591.03	$ 2,720.60	$ 2,856.62	$ 2,999.43	$ 3,149.43	$ 15.95	$ 19.39
10	ADMINISTRATIVE SUPPORT IV	9	A	3	Y	$ 2,856.63	$ 2,999.44	$ 3,149.44	$ 3,306.91	$ 3,472.24	$ 17.58	$ 21.37
11	ANIMAL CONTROL OFFICER	12	A	3	Y	$ 3,306.94	$ 3,472.26	$ 3,645.88	$ 3,828.18	$ 4,019.59	$ 20.35	$ 24.74
12	BUILDING INSPECTOR I	20	A	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
13	CARTOGRAPHER	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
14	CARTOGRAPHER TRAINEE	10	A	3	Y	$ 2,999.42	$ 3,149.42	$ 3,306.89	$ 3,472.22	$ 3,645.84	$ 18.46	$ 22.44
15	CARTOGRAPHER, SENIOR	17	A	3	Y	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 4,885.87	$ 5,130.16	$ 25.97	$ 31.57
16	CASE AIDE	13	A	3	Y	$ 3,472.24	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 21.37	$ 25.97
17	CHILD SUPPORT AGENT I	13	A	3	Y	$ 3,472.24	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 21.37	$ 25.97
18	CHILD SUPPORT AGENT II	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
19	CODE COMPLIANCE SPECIALIST	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
20	CODE COMPLIANCE SPECIALIST	15	A	4	Y	$ 4,083.62	$ 4,287.81	$ 4,502.20	$ 4,727.32	$ 4,963.68	$ 23.56	$ 28.63
21	CUSTODIAN	7	A	4	Y	$ 2,764.70	$ 2,902.93	$ 3,048.09	$ 3,200.49	$ 3,360.50	$ 15.95	$ 19.39
22	ELECTIONS TECHNICIAN	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
23	ELECTRICAL INSPECTOR	20	A	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
24	ENGINEERING TECH - LEAD WORKER	21	A	4	Y	$ 5,386.32	$ 5,655.63	$ 5,938.43	$ 6,235.35	$ 6,547.11	$ 31.07	$ 37.77
25	ENGINEERING TECHNICIAN I	17	A	4	Y	$ 4,502.11	$ 4,727.21	$ 4,963.55	$ 5,211.74	$ 5,472.32	$ 25.97	$ 31.57
26	ENGINEERING TECHNICIAN II	18	A	4	Y	$ 4,727.21	$ 4,963.55	$ 5,211.74	$ 5,472.32	$ 5,745.95	$ 27.27	$ 33.15
27	ENGINEERING TECHNICIAN III	20	A	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
28	ENVIRONMENTAL HEALTH SPEC I	13	A	3	Y	$ 3,472.24	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 21.37	$ 25.97
29	ENVIRONMENTAL HEALTH SPEC II	20	A	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
30	EQUIPMENT SERVICER	RD5	A	4	Y	$ 20.00	$ 21.02	$ 22.07	$ 23.15	$ 24.32	---	---
31	FISHERIES BIOLOGICAL AIDE	13	A	3	Y	$ 3,472.24	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 21.37	$ 25.97
32	FISHERIES BIOLOGIST	14	A	3	Y	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 4,431.57	$ 22.44	$ 27.27
33	GIS COORDINATOR/ANALYST	20	A	3	Y	$ 4,885.57	$ 5,129.83	$ 5,386.32	$ 5,655.63	$ 5,938.45	$ 30.07	$ 36.54
34	GIS/PROJECT PLANNER	20	1	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
35	HEALTH PROMOTION SPECIALIST	18	A	3	Y	$ 4,431.58	$ 4,653.15	$ 4,885.86	$ 5,130.14	$ 5,386.62	$ 27.27	$ 33.15
36	HELP DESK TECHNICIAN	14	A	3	Y	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 4,431.57	$ 22.44	$ 27.27
37	JUVENILE PROBATION COUNSELOR	18	A	3	Y	$ 4,431.58	$ 4,653.15	$ 4,885.86	$ 5,130.14	$ 5,386.62	$ 27.27	$ 33.15
38	JUVENILE PROB. COUNSELOR LEAD	20	A	3	Y	$ 4,885.57	$ 5,129.83	$ 5,386.32	$ 5,655.63	$ 5,938.45	$ 30.07	$ 36.54
39	JUVENILE PREVENTION SPECIALIST	9	A	3	Y	$ 2,856.63	$ 2,999.44	$ 3,149.44	$ 3,306.91	$ 3,472.24	$ 17.58	$ 21.37
40	MAINTENANCE ASSISTANT	13	A	4	Y	$ 3,704.56	$ 3,889.79	$ 4,084.28	$ 4,288.49	$ 4,502.92	$ 21.37	$ 25.97
41	MAINTENANCE ASSISTANT I	9	A	4	Y	$ 3,047.07	$ 3,199.41	$ 3,359.42	$ 3,527.37	$ 3,703.74	$ 17.58	$ 21.37
42	MAINTENANCE ASST/PARK RANGER	9	A	4	Y	$ 3,047.07	$ 3,199.41	$ 3,359.42	$ 3,527.37	$ 3,703.74	$ 17.58	$ 21.37
43	MECHANIC	RD8	A	4	Y	$ 23.13	$ 24.30	$ 25.50	$ 26.78	$ 28.12	---	---
44	MEDICAL ASSISTANT	9	A	3	Y	$ 2,856.63	$ 2,999.44	$ 3,149.44	$ 3,306.91	$ 3,472.24	$ 17.58	$ 21.37
45	NETWORK ADMINISTRATOR	20	A	3	Y	$ 4,885.57	$ 5,129.83	$ 5,386.32	$ 5,655.63	$ 5,938.45	$ 30.07	$ 36.54
46	NUTRITION (WIC) AIDE/Staff Asst	11	A	3	Y	$ 3,149.46	$ 3,306.92	$ 3,472.25	$ 3,645.86	$ 3,828.18	$ 19.38	$ 23.56
47	NUTRITIONIST, REGISTERED	14	A	3	Y	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 4,431.57	$ 22.44	$ 27.27
48	PERMIT TECHNICIAN	13	A	4	Y	$ 3,704.56	$ 3,889.79	$ 4,084.28	$ 4,288.49	$ 4,502.92	$ 21.37	$ 25.97
49	PLANNER	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
50	PLANNER	15	A	4	Y	$ 4,083.62	$ 4,287.81	$ 4,502.20	$ 4,727.32	$ 4,963.68	$ 23.56	$ 28.63
51	PLANNER, SENIOR	20	A	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
52	PLANNING TECHNICIAN	13	A	3	Y	$ 3,472.24	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 21.37	$ 25.97
53	PROGRAMMER ANALYST	20	A	3	Y	$ 4,885.57	$ 5,129.83	$ 5,386.32	$ 5,655.63	$ 5,938.45	$ 30.07	$ 36.54
54	PROPERTY APPRAISER I	14	A	3	Y	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 4,431.57	$ 22.44	$ 27.27
55	PROPERTY APPRAISER II	17	A	3	Y	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 4,885.87	$ 5,130.16	$ 25.97	$ 31.57
56	PROPERTY APPRAISER, SENIOR	19	A	3	Y	$ 4,653.16	$ 4,885.86	$ 5,130.14	$ 5,386.62	$ 5,655.96	$ 28.63	$ 34.81
57	PROP.MGMT.SPEC/PERS.PROP.SPEC	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
58	ROAD MAINT. WORKER	RD7	A	4	Y	$ 22.09	$ 23.19	$ 24.35	$ 25.57	$ 26.84	---	---
59	ROAD MAINT. WORKER TRAINEE	RD5	A	4	Y	$ 20.00	$ 21.02	$ 22.07	$ 23.15	$ 24.32	---	---
60	SHOP MAINT ASST	9	A	4	Y	$ 3,047.07	$ 3,199.41	$ 3,359.42	$ 3,527.37	$ 3,703.74	$ 17.58	$ 21.37
61	STAFF ASSISTANT	11	A	3	Y	$ 3,149.46	$ 3,306.92	$ 3,472.25	$ 3,645.86	$ 3,828.18	$ 19.38	$ 23.56
62	STAFF ASSISTANT Building Codes	11II	A	4	Y	$ 3,358.57	$ 3,526.48	$ 3,702.82	$ 3,887.97	$ 4,082.36	$ 19.38	$ 23.56
63	SURVEY TECHNICIAN I	17	A	4	Y	$ 4,502.11	$ 4,727.21	$ 4,963.55	$ 5,211.74	$ 5,472.32	$ 25.97	$ 31.57
64	SURVEY TECHNICIAN II	18	A	4	Y	$ 4,727.21	$ 4,963.55	$ 5,211.74	$ 5,472.32	$ 5,745.95	$ 27.27	$ 33.15
65	SURVEY TECHNICIAN III	20	A	4	Y	$ 5,211.81	$ 5,472.39	$ 5,746.03	$ 6,033.29	$ 6,334.99	$ 30.07	$ 36.54
66	TAX TECHNICIAN - A&T	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
67	VICTIM SERVICES COORDINATOR	14	A	3	Y	$ 3,645.86	$ 3,828.18	$ 4,019.57	$ 4,220.55	$ 4,431.57	$ 22.44	$ 27.27
68	VICTIM SERVICES COORDINATOR-LEAD	15	A	3	Y	$ 3,828.19	$ 4,019.59	$ 4,220.58	$ 4,431.60	$ 4,653.18	$ 23.56	$ 28.63
69	CHILD CARE PROVIDER	8	C	4	Y	$ 11.28	---	---	---	---	---	---
70	DEPUTY SHERIFF, CRIM. RESERVE	12	C	4	Y	$ 18.73	---	---	---	$ 25.44	---	---
71	DISASTER ASSISTANCE WORKER	10	C	4	Y	$ 11.57	---	---	---	$ 38.02	---	---
72	ELECTION WORKER	11	C	4	Y	$ 11.28	---	---	---	$ 11.72	---	---
73	MEDICAL EXAMINER/FORENSIC CONSULTANT	22	C	4	Y	$ 61.50	---	---	---	---	---	---
74	PARENT EDUCATOR	15	C	4	Y	$ 21.01	---	---	---	---	---	---
75	Secured Custody Transport/Work Crew	10	C	4	Y	$ 18.01	---	---	---	---	---	---

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Any errors or omissions are unintentional. Please contact Human Resources.

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	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2016											
3		range	union	hours/week	O/T Eligible							
4						MINIMUM		STEPS		MAXIMUM	HOURLY RATE	
5	TITLE					A	B	C	D	E	STEP A	TOP STEP
76	VICTIM SERVICES ASSISTANT	9	C	4	Y	$ 15.00	---	---	---	---	---	---
77	PARK MAINT.HELPER	RD1	C1	4	Y	$ 10.57	$ 11.09	$ 11.65	$ 12.23	$ 12.84	---	---
78	ROAD MAINT. HELPER	RD2	C1	4	Y	$ 10.79	$ 11.33	$ 11.90	$ 12.49	$ 13.11	---	---
79	DISTRICT ATTORNEY, DEPUTY I	1DA	DA	4	N	$ 5,252.66	---	---	---	$ 6,722.53	$ 30.30	$ 38.78
80	DISTRICT ATTORNEY, DEPUTY II	2DA	DA	4	N	$ 5,700.03	---	---	---	$ 7,285.55	$ 32.88	$ 42.03
81	DISTRICT ATTORNEY, DEPUTY III	3DA	DA	4	N	$ 6,738.76	---	---	---	$ 9,202.38	$ 38.88	$ 53.09
82	CONTROL ROOM TECHNICIAN - Corrections	10II	DS	4	Y	$ 3,118.21	$ 3,274.12	$ 3,437.81	$ 3,609.69	$ 3,790.20	$ 17.99	$ 21.87
83	DEPUTY SHERIFF, Corrections	17	DS	4	Y	$ 4,207.05	$ 4,417.61	$ 4,638.25	$ 4,870.19	$ 5,113.68	$ 24.27	$ 29.50
84	DEPUTY SHERIFF, Criminal	17	DS	4	Y	$ 4,207.05	$ 4,417.61	$ 4,638.25	$ 4,870.19	$ 5,113.68	$ 24.27	$ 29.50
85	DEPUTY SHERIFF, SENIOR Corrections	18	DS	4	Y	$ 4,417.40	$ 4,638.25	$ 4,870.19	$ 5,113.68	$ 5,369.36	$ 25.48	$ 30.98
86	DEPUTY SHERIFF, SENIOR Criminal	18	DS	4	Y	$ 4,417.40	$ 4,638.25	$ 4,870.19	$ 5,113.68	$ 5,369.36	$ 25.48	$ 30.98
87	DEPUTY SHERIFF, SENIOR II Corrections	20	DS	4	Y	$ 4,870.33	$ 5,113.86	$ 5,369.57	$ 5,638.02	$ 5,919.91	$ 28.10	$ 34.15
88	DEPUTY SHERIFF, SENIOR II Criminal	20	DS	4	Y	$ 4,870.33	$ 5,113.86	$ 5,369.57	$ 5,638.02	$ 5,919.91	$ 28.10	$ 34.15
89	PAROLE & PROBATION DEPUTY I	18	PO	4	Y	$ 4,417.40	$ 4,638.25	$ 4,870.19	$ 5,113.68	$ 5,369.36	$ 25.48	$ 30.98
90	PAROLE & PROBATION DEPUTY II	20	PO	4	Y	$ 4,870.33	$ 5,113.86	$ 5,369.57	$ 5,638.02	$ 5,919.91	$ 28.10	$ 34.15
91	FAMILY PLANNING CLINICAL PROVIDER	20	O	3	Y	$ 34.57	$ 36.30	$ 38.11	$ 40.02	$ 42.03	---	---
92	NURSE PRACTIONER/CLINICIAN	20	O	3	Y	$ 34.57	$ 36.30	$ 38.11	$ 40.02	$ 42.03	---	---
93	PUBLIC HEALTH NURSE I	16	O	3	Y	$ 25.79	$ 27.07	$ 28.42	$ 29.86	$ 31.35	---	---
94	PUBLIC HEALTH NURSE I - Jail Nurse	16	O	3	Y	$ 25.79	$ 27.07	$ 28.42	$ 29.86	$ 31.35	---	---
95	PUBLIC HEALTH NURSE II	17	O	3	Y	$ 28.44	$ 29.87	$ 31.37	$ 32.92	$ 34.57	---	---
96	PUBLIC HEALTH NURSE II - Jail Nurse	17	O	3	Y	$ 28.44	$ 29.87	$ 31.37	$ 32.92	$ 34.57	---	---
97	PUBLIC HEALTH NURSE III	18	O	3	Y	$ 31.35	$ 32.90	$ 34.55	$ 36.27	$ 38.09	---	---
98	PUBLIC HEALTH NURSE III - Jail Nurse	18	O	3	Y	$ 31.35	$ 32.90	$ 34.55	$ 36.27	$ 38.09	---	---
99	PUBLIC HEALTH NURSE II CASUAL	17II	O	3	Y	30.72	32.26	33.88	35.55	37.34	---	---
100	ADMINISTRATIVE ASSISTANT	9	U	4	Y	$ 3,816.02	---	---	---	$ 5,088.03	---	---
101	ADMINISTRATIVE SERVICES SUPVR.	10	U	4	Y	$ 3,913.16	---	---	---	$ 5,217.55	---	---
102	ANIMAL CONTROL SUPERVISOR	10	U	4	Y	$ 3,913.16	---	---	---	$ 5,217.55	---	---
103	ASSESSMENT & TAXATION DIRECTOR	30	U	4	N	$ 6,253.85	---	---	---	$ 8,338.46	---	---
104	ASSISTANT PUBLIC WORKS DIRECTOR	29	U	4	N	$ 6,103.00	---	---	---	$ 8,137.33	---	---
105	BUDGET & FINANCE DIRECTOR	30	U	4	N	$ 6,253.85	---	---	---	$ 8,338.46	---	---
106	BUILDING OFFICIAL	27	U	4	N	$ 5,817.37	---	---	---	$ 7,756.49	---	---
107	CAPITAL IMPROVEMENT PROJ. MGR.	27	U	4	N	$ 5,817.37				$ 7,756.48		
108	COMMUNITY DEVELOPMENT DIR.	32	U	4	N	$ 6,572.89	---	---	---	$ 8,763.85	---	---
109	COMMUNITY RELATIONS COORD.	6	U	4	Y	$ 3,545.12	---	---	---	$ 4,726.83	---	---
110	COUNTY CLERK	30	U	4	N	$ 6,253.85	---	---	---	$ 8,338.46	---	---
111	COUNTY ENGINEER	29	U	4	N	$ 6,103.00	---	---	---	$ 8,137.33	---	---
112	COUNTY SURVEYOR	23	U	4	N	$ 5,260.71	---	---	---	$ 7,014.28	---	---
113	DEPUTY ASSESSOR/TAX COLLECTOR	21	U	4	N	$ 5,009.77	---	---	---	$ 6,679.69	---	---
114	DEPUTY FINANCE DIRECTOR	22	U	4	N	$ 5,132.59	---	---	---	$ 6,843.45	---	---
115	DEPUTY SHERIFF, CHIEF CRIMINAL	32	U	4	N	$ 6,572.89	---	---	---	$ 8,763.85	---	---
116	DEPUTY SHERIFF, SERGEANT	20	U	4	Y	$ 5,006.39	---	---	---	$ 6,675.18	---	---
117	DISTRICT ATTORNEY, CHIEF DEPUTY	35A	U	4	N	$ 7,591.97	---	---	---	$ 10,122.62	---	---
118	EMERGENCY SERVICES COORD.	19	U	4	Y	$ 4,886.66	---	---	---	$ 6,515.55	---	---
119	EMERGENCY SERVICES MANAGER	21	U	4	N	$ 5,009.77	---	---	---	$ 6,679.69	---	---
120	ENVIRONMENTAL HEALTH SUPVR.	21	U	4	N	$ 5,009.77	---	---	---	$ 6,679.69	---	---
121	Executive Asst - CLERK OF THE BOARD	9	U	4	Y	$ 3,816.02	---	---	---	$ 5,088.03	---	---
122	FISHERIES PROJECT SUPERVISOR	16	U	4	Y	$ 4,537.07	---	---	---	$ 6,049.43	---	---
123	GIS/CARTOGRAPHIC PROJECT MGR	23	U	4	Y	$ 5,260.71	---	---	---	$ 7,014.28	---	---
124	HR ASSISTANT	6	U	4	Y	$ 3,545.12	---	---	---	$ 4,726.83	---	---
125	HUMAN RESOURCES DIRECTOR	32	U	4	N	$ 6,572.89	---	---	---	$ 8,763.85	---	---
126	HUMAN RESOURCES MANAGER	29	U	4	N	$ 6,103.00	---	---	---	$ 8,137.33	---	---
127	INFORMATION SYSTEMS ANALYST	24	U	4	N	$ 5,392.84	---	---	---	$ 7,190.45	---	---
128	INFORMATION SYSTEMS MANAGER	29	U	4	N	$ 6,103.00	---	---	---	$ 8,137.33	---	---
129	JAIL COMMANDER-Lt.	27	U	4	N	$ 5,817.37	---	---	---	$ 7,756.49	---	---
130	JAIL NURSE SUPERVISOR	21	U	4	N	$ 5,009.77	---	---	---	$ 6,679.69	---	---
131	JUVENILE DETENTION SUPERVISOR	11	U	4	Y	$ 4,011.69	---	---	---	$ 5,348.92	---	---
132	JUVENILE DIRECTOR	31	U	4	N	$ 6,410.04	---	---	---	$ 8,546.72	---	---
133	MAINT. AND CUSTODIAL SUPERVISOR	13	U	4	Y	$ 4,214.17	---	---	---	$ 5,618.89	---	---
134	MEDICAL EXAMINER/FORENSIC CONS	31	U	4	N	---	---	---	---	$ 8,546.72	Flat Rate	---
135	NATURAL RESOURCES MANAGER	21	U	4	N	$ 5,009.77	---	---	---	$ 6,679.69	---	---
136	NETWORK ADMINISTRATOR, SENIOR	24	U	4	N	$ 5,392.84	---	---	---	$ 7,190.45	---	---
137	PAROLE & PROBATION LIEUTENANT	27	U	4	N	$ 5,817.37	---	---	---	$ 7,756.49	---	---
138	PLANNING MANAGER	28	U	4	N	$ 5,950.85	---	---	---	$ 7,934.46	---	---
139	PREVENTION PROGRAM COORD.	12	U	4	Y	$ 4,109.85	---	---	---	$ 5,479.80	---	---
140	PROPERTY APPRAISER SUPERVISOR	21	U	4	N	$ 5,009.77	---	---	---	$ 6,679.69	---	---
141	PUBLIC HEALTH DIRECTOR	32	U	4	N	$ 6,572.89	---	---	---	$ 8,763.85	---	---
142	PUBLIC WORKS DIR/CNTY ENGINEER	36	Y	4	N	$ 7,253.66	---	---	---	$ 9,671.54	---	---
143	ROAD FOREMAN	16	U	4	Y	$ 4,537.07	---	---	---	$ 6,049.43	---	---
144	SENIOR ADMINISTRATIVE SUPVR.	14	U	4	Y	$ 4,319.52	---	---	---	$ 5,759.36	---	---
145	SHERIFF	38F	U	4	N	---	---	---	---	$ 9,860.24	Flat Rate	---

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	A	B	C	D	E	F	G	H	I	J	K	L
1	APPENDIX A											
2	CLASS AND SALARY RATE TABLE EFFECTIVE JULY 1, 2016											
3		range	union	hours/week	O/T Eligible							
4						MINIMUM		STEPS		MAXIMUM	HOURLY RATE	
5	TITLE					A	B	C	D	E	STEP A	TOP STEP
146	SUPPORT DIVISION SUPERVISOR	14	U	4	Y	$ 4,319.52	---	---	---	$ 5,759.36	---	---
147												
148												
149	This Salary Appendix A is approved effective July 1, 2016:											
150												
151												
152	_____											
153	Cameron Moore, County Manager											
154												
155												
156												
157												
158	***Legend for Union Column:***	COLA										
159	A - AFSCME Courthouse / Roads Bargaining Unit	1.0250										
160	DS - CCLEA Deputy Sheriff's Bargaining Unit	1.0250										
161	PO - FOPPO Parole & Probation Bargaining Unit	1.0250										
162	O - ONA Nurses Bargaining Unit	1.0250										
163	U - Unrepresented / Management	1.0250										
164	DA - AFSCME District Attorney's Bargaining Unit	1.0250										
165	C-Casual	1.0250										
166	C1-Casual Roads	1.025										
167												
168	Legend for Hours/Week Column:											
169	3 - Standard Work Week is 37.5 Hours											
170	4 - Standard Work Week is 40 Hours											
171												
172	Hourly Rate Formula:											
173	37.5 Hour Employee: monthly salary x 12 divided by 1950 hours in year = rate											
174												
175	40.0 Hour Employee: monthly salary x 12 divided by 2080 hours in year = rate											

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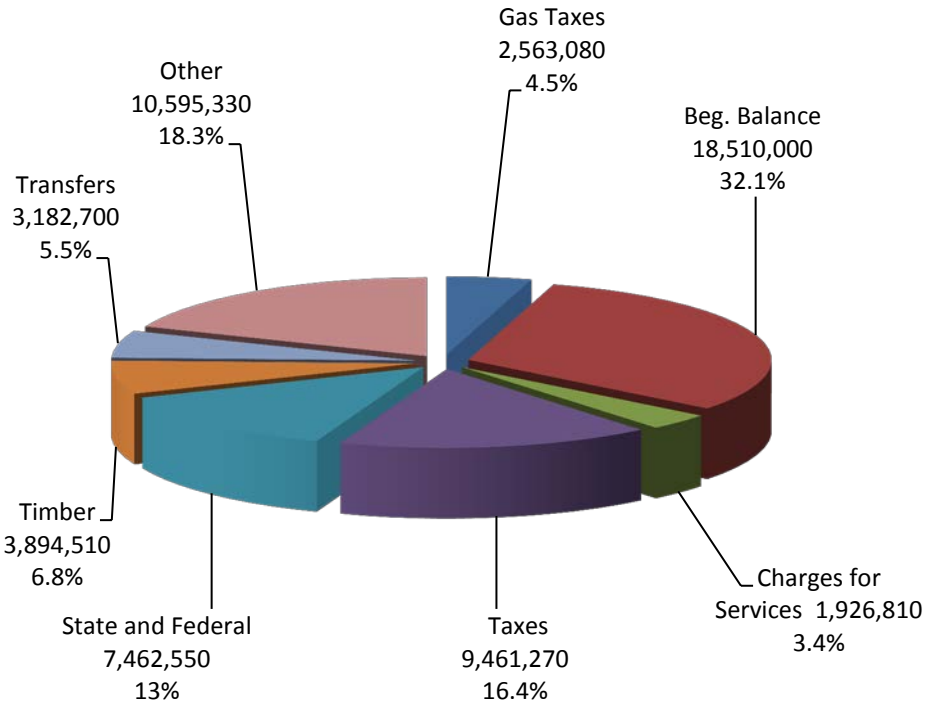
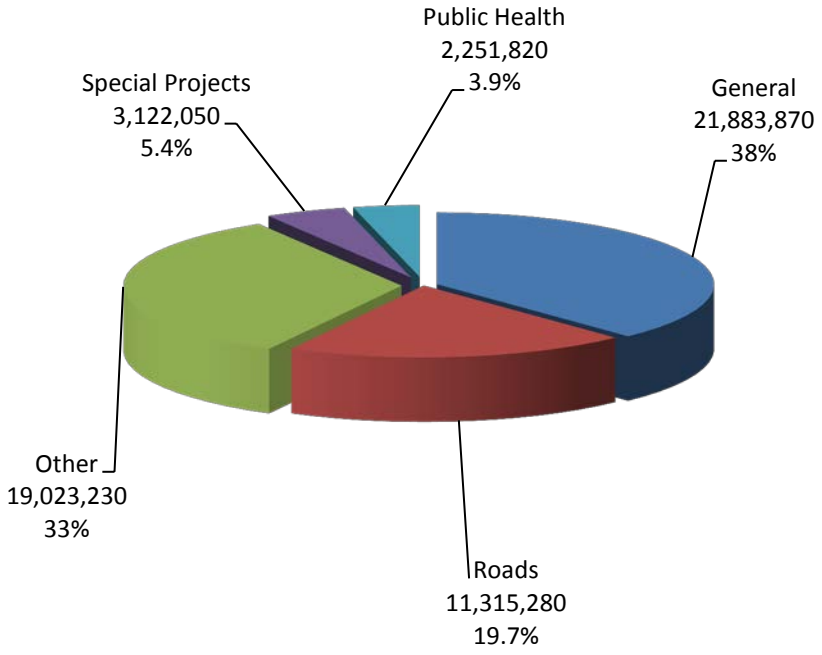
Clatsop County Finances: 2016-2017
County Resources: All Funds
Total: $57,596,250



This chart demonstrates the revenue streams for all county resources. The Beginning Balance amount listed is less the unappropriated fund balance of $6,633,980; the unappropriated fund balance is additional revenues that are unnecessary to meet the county's budgeted expenditures for the 2016-17 fiscal year, therefore they are reserved as an unbudgeted balance carried forward to the next FY.

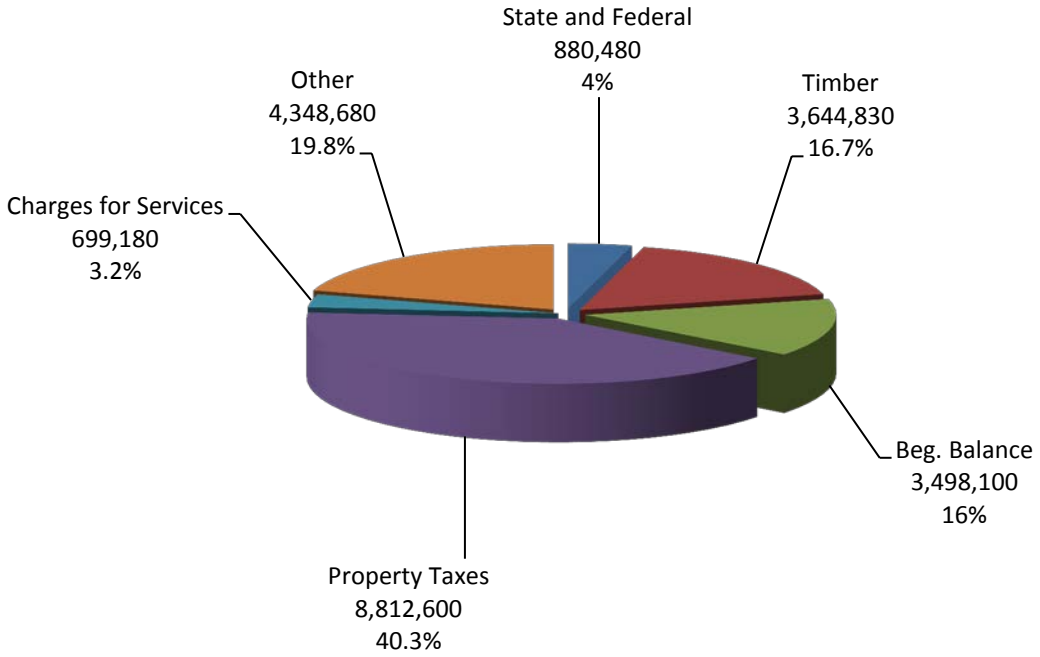
The revenue category listed as other includes revenues such as: Special Payments made from county service districts; Indirect Cost Revenue, Donations, Licenses & Permits, Interest , Fines, and Rental Fees.

Clatsop County Finances: 2016-2017
Appropriations by Fund
Total: $57,596,250



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 $7,258,550.

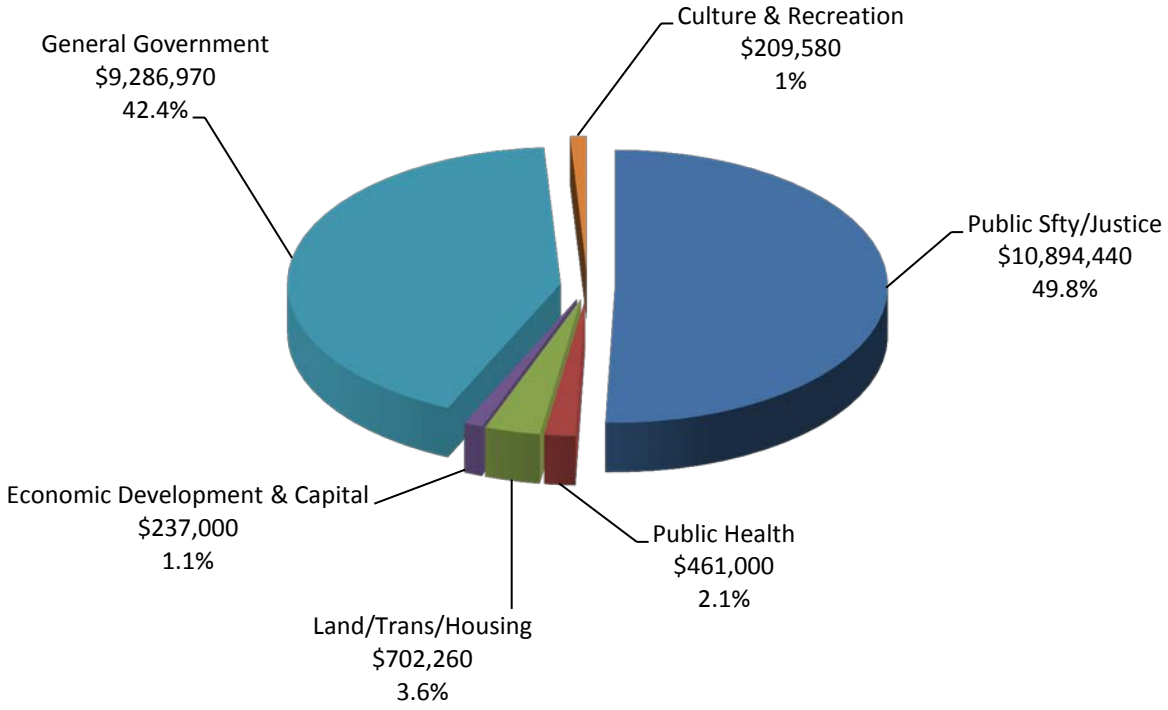
Clatsop County Finances: 2016-2017
General Fund Resources
Total: $21,883,870



This chart demonstrates the revenue streams for the county general fund. The Beginning Balance amount listed does not include the unappropriated fund balance of $1,507,900; the unappropriated fund balance is additional revenues that are unnecessary to meet the county's budgeted General Fund expenditures for the 2016-17 fiscal year, therefore they are reserved as an unbudgeted balance carried forward to the next FY.

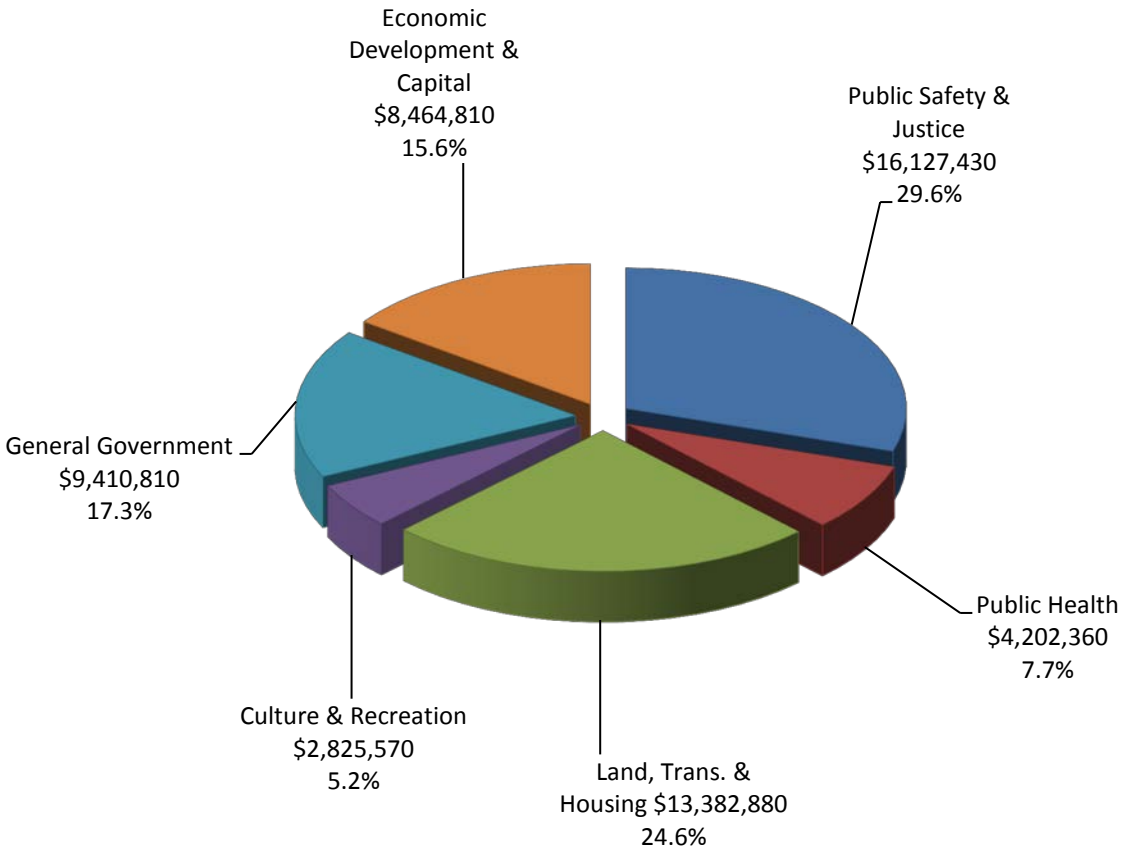
The revenue category listed as other includes revenues such as: Licenses & Permits, Fines, Forfeits, & Penalties, Intergovernmental , and Donations.

Clatsop County Finances 2016-2017
General Fund Appropriations by Functional Area
Total $21,883,870



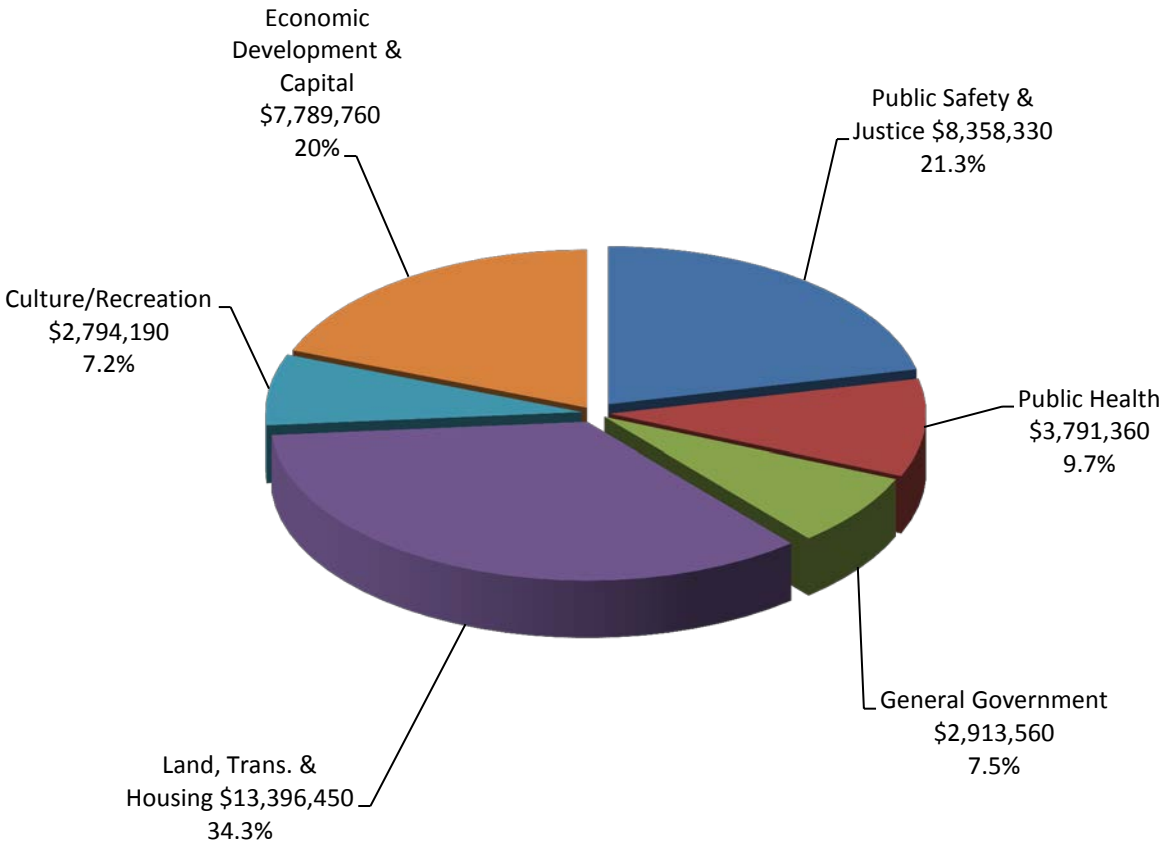
The chart above represents the total proposed General Fund expenditure appropriations by functional area for the next fiscal year. Approximately ninety-two percent (92.2%) of total general funds are allocated to Public Safety (49.8%) and general government activities (42.4%), which include both direct 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 Manager, Budget & Finance, Human Resources, and Information Systems.

Clatsop County Functions/Programs Budget
Total Expenditures - 2016-2017
Totals $54,413,550



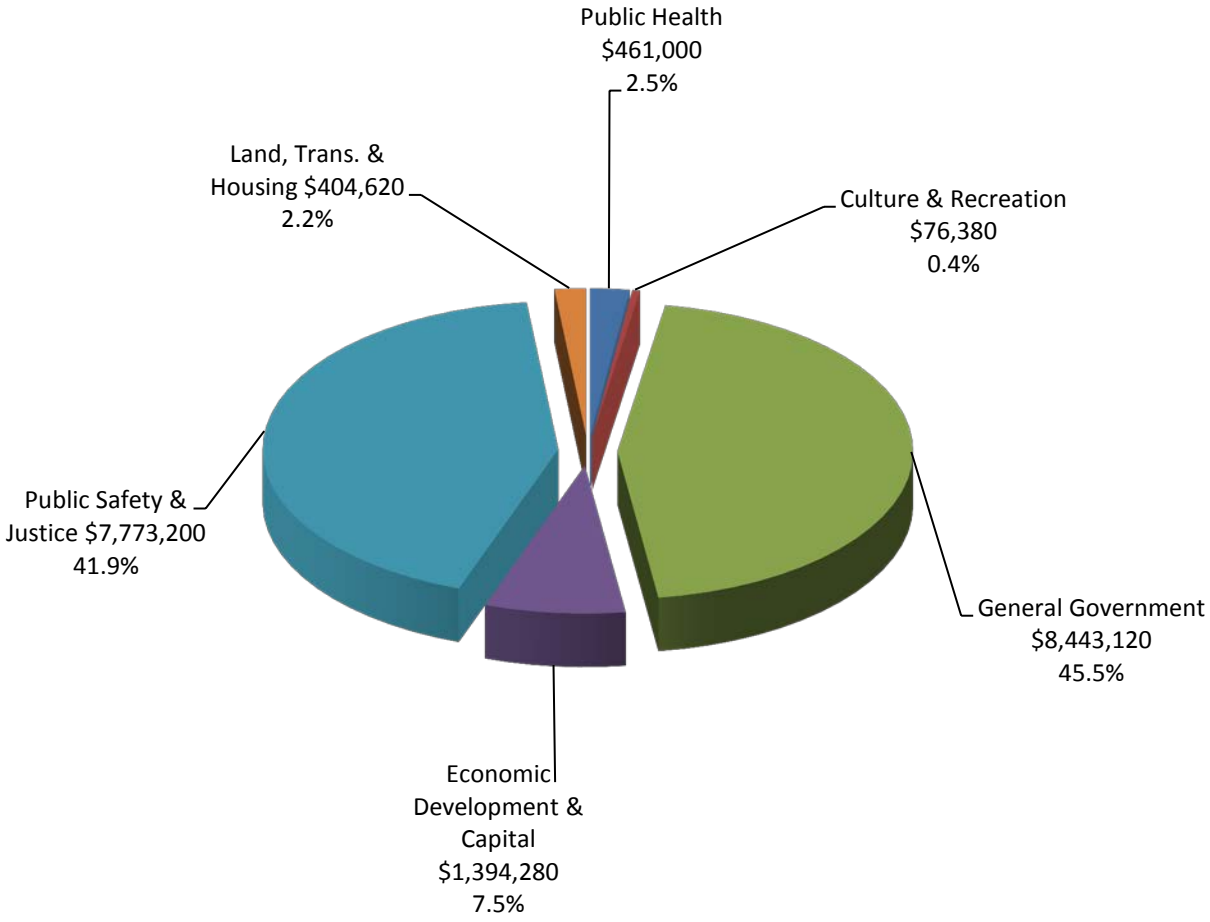
This chart represents the County-wide appropriations by functional area less the County Service Districts appropriations of $7,258,550. This chart also eliminates double counting of appropriations that are transferred to other funds in the amount of $3,182,700 and shows those appropriations only in the functional area in which they are budgeted to be expended for services.

Clatsop County Functions/Programs Budget
Dedicated Funding 2016-2017
$39,043,650



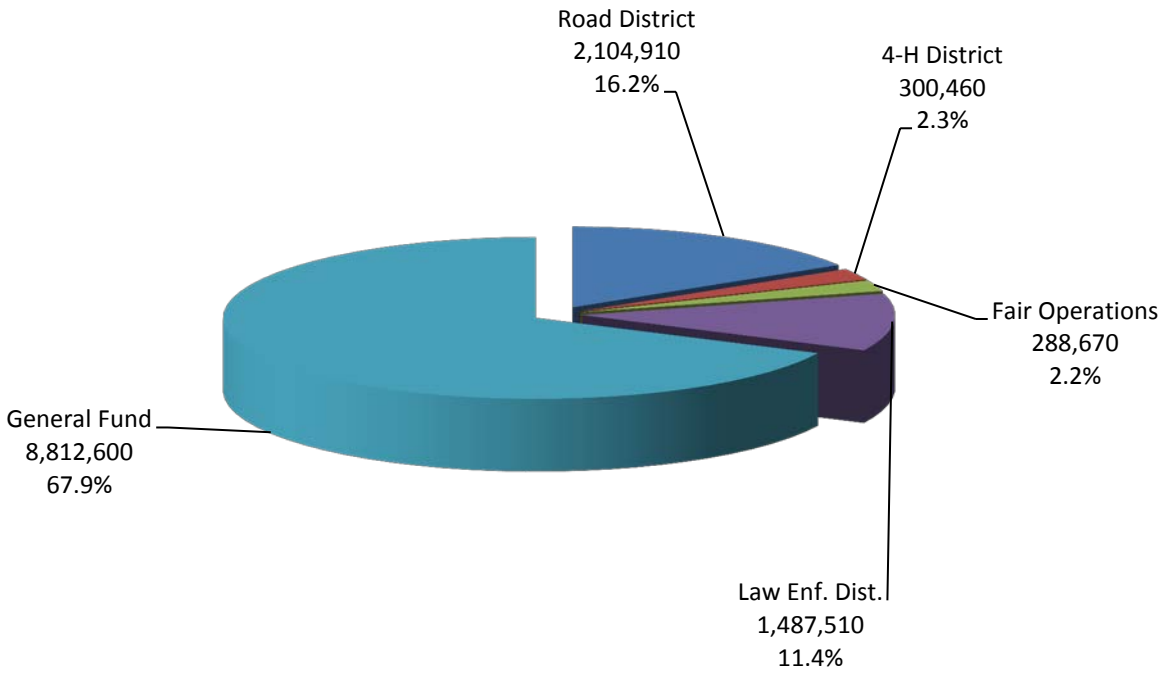
The chart above represents the County-wide dedicated funding, or restricted resources that must be used for specific governmental purposes, by functional grouping for the next fiscal year. The chart eliminates double counting of restricted resources that are transferred to other funds and shows those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

Clatsop County Functions/Programs Budget Discretionary Funding 2016-2017 $18,552,600



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 budgted to be expended for services.

Clatsop County Finances: 2016-2017
Taxes: All Funds
Total: $12,994,150



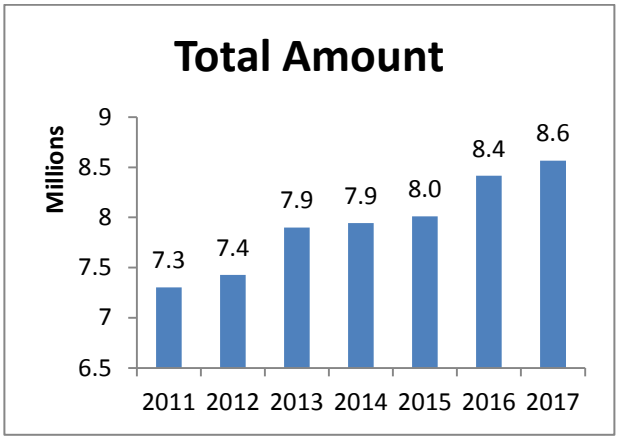
This chart represents the portion of taxes collected that are retained by the county government for services. Taxes collected include: Property taxes, strategic investment plan taxes (pertaining to Georgia Pacific), land sales on foreclosed tax properties, and federal payments made in-lieu of taxes.

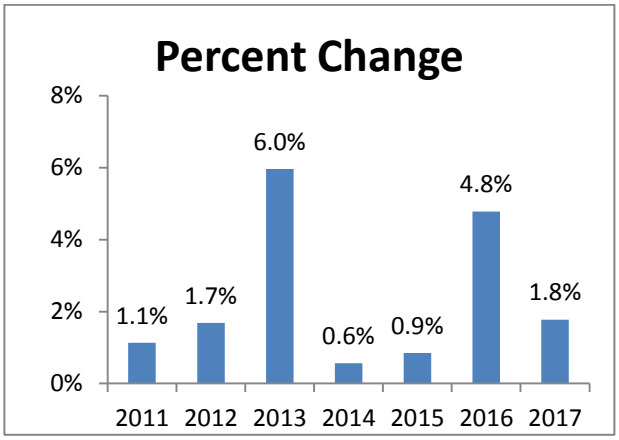
Historical Review of County General Fund Revenues

The following graphs and narrative present the historical changes in the County's General Fund revenue sources. The 2011 through 2015 are actuals, and the 2016 and 2017 figures are as budgeted.

Property Taxes, 2011-2017

Total General Fund Revenues

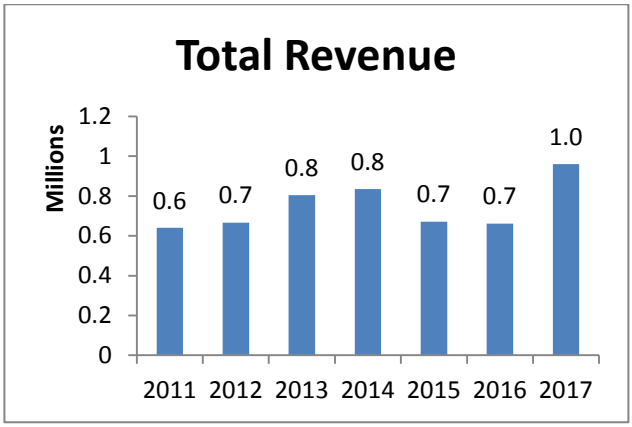


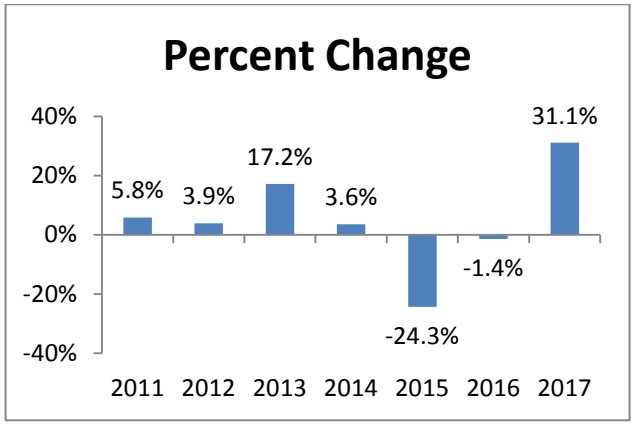


Property Tax revenues are projected to increase by 1.8% in 2016. This is based upon growth in new construction, growth generated from existing property at the 3% limit, and an increase in prior year property tax payments. The increases were stable between 2011 and 2012, and in 2013 the county saw an increase of 6% based on an appeal settlement with the Georgia Pacific-Wauna Mill. The county has begun to again see some growth with improvements in the economy and new construction.

Other Taxes, 2011-2017

Total General Fund Revenues

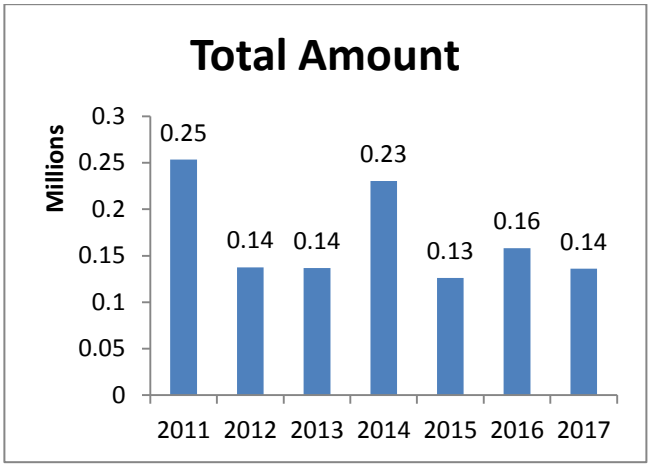


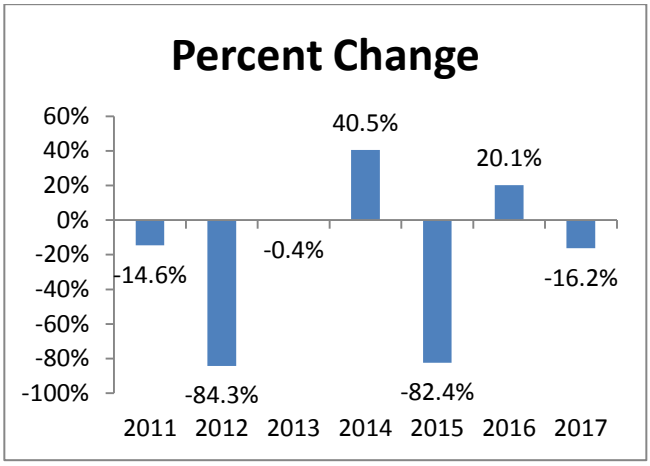


Other taxes include a strategic investment plan (SIP) tax for the Georgia Pacific-Wauna Mill that was implemented in 2009 which resulted in a 32.4% increase. In 2013 a settlement was agreed upon with Georgia Pacific in regards to an appeal they had filed, this resulted in a repayment of funds which as 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. The budgeted 31.1% increase in 2017 is from a 2.5% tax increase charged for transient room taxes.

Licenses & Permits, 2011-2017

Total General Fund Revenues

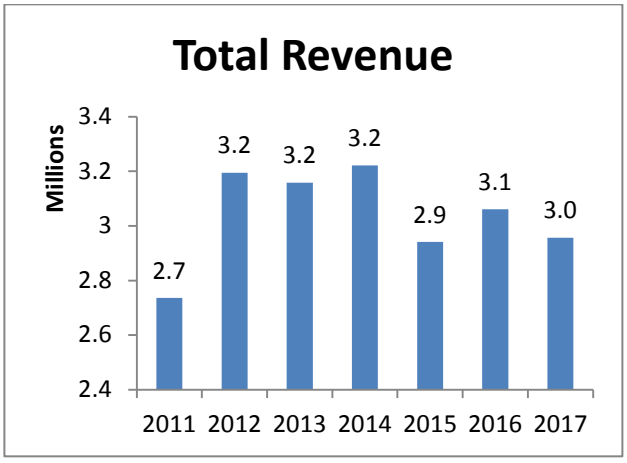


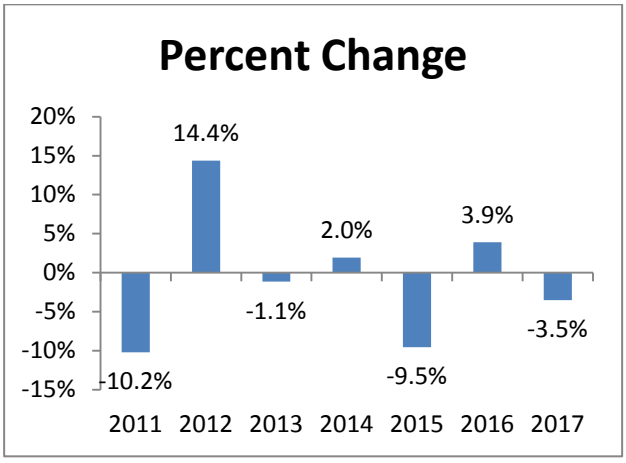


Licenses and Permits typically remain relatively consistent with the exception of expenses related to land use fees for Bradwood Landing and Oregon LNG (Liquefied Natural Gas). These entities pay the expenses of attorneys and consultants that the County must bring on to handle land use issues associated 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. The decrease in revenues that is projected in 2017 is from a decline in dog licensing revenues.

Intergovernmental, 2011-2017

Total General Fund Revenues

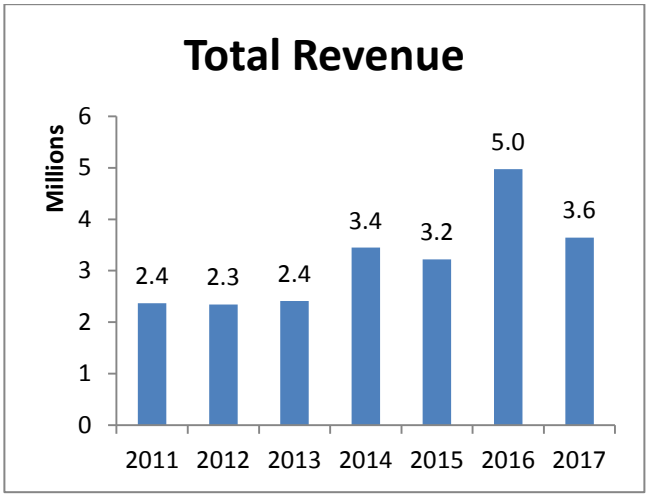


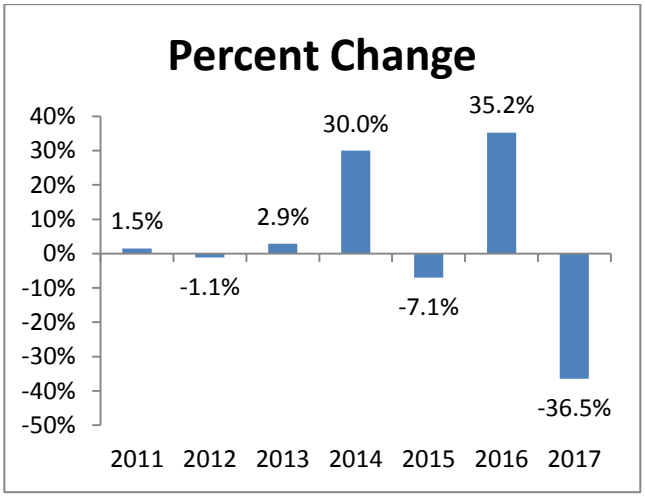


These revenues fluctuate greatly from year to year depending on grant funded activities. The 10.2% decrease in 2011 is a result of the previous two years receiving Federal Emergency Management Funds to rebuild infrastructure as a result of a federally declared emergency in the county. In 2012 there was a significant increase of 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 2017 the county is anticipating decreases in several state funded grants which accounts for the 3.5% decrease.

Timber Sales, 2011-2017

Total General Fund Revenues

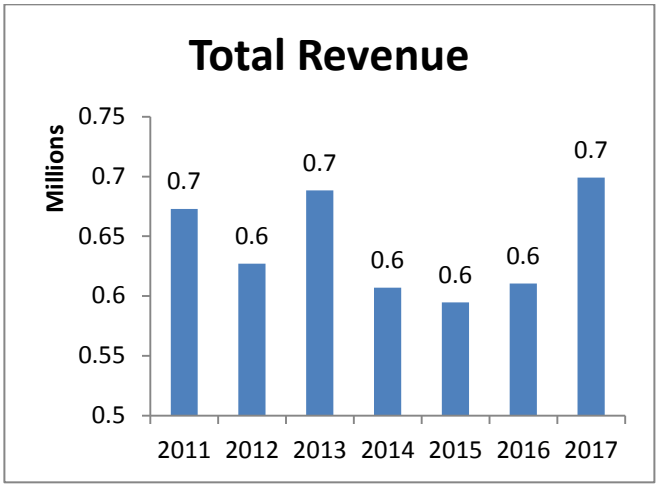


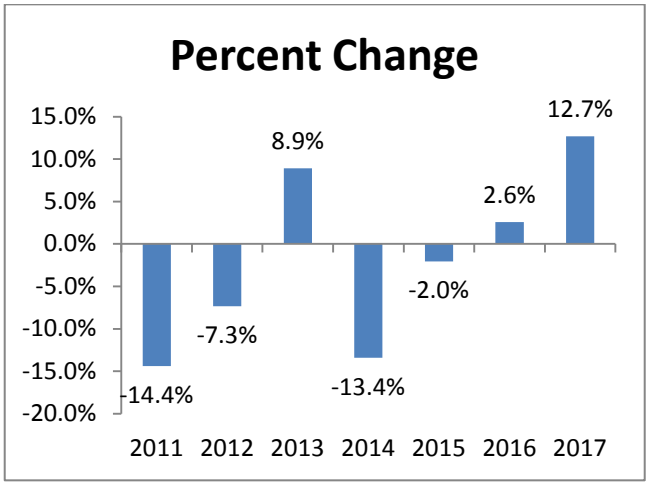


Timber revenues can be highly volatile and fluctuate greatly based on the economy and environmental conditions. To help offset some of this volatility the Board has established a policy that the County retains no more than the lowest year of actual timber receipts over the last fifteen (15) years in 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. In 2014 and 2016 the county saw significant increases in timber revenues; however the projected decrease of 36.5% in 2017 reflects this volatility.

Charges for Services, 2011-2017

Total General Fund Revenues

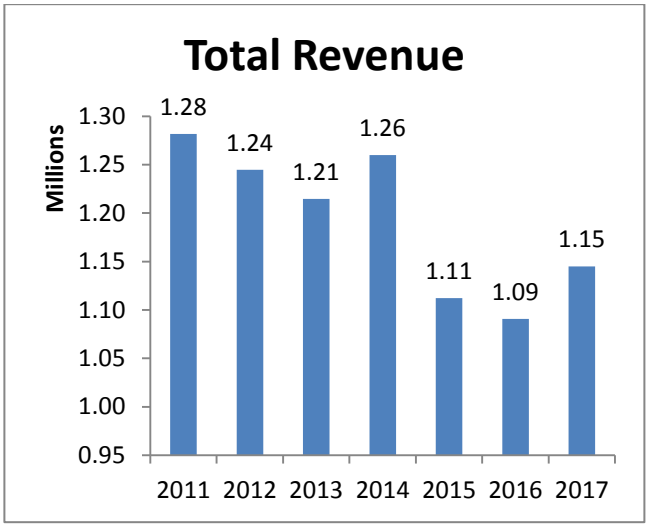


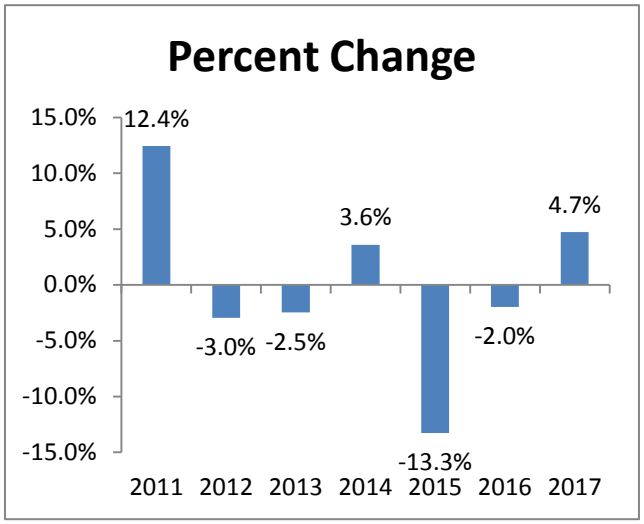


Many of the county's fees are collected from Recording fees, Surveyor & Mapping fees, and Subdivision and Partition Review fees; all of which declined during the down economy. In 2013 the county saw an increase of 8.9% as the economy picked up, however 2014 again saw a decline as a result of the struggling economy. As the economy has begun to pick up the budgeted numbers for both the 2016 and 2017 fiscal years reflect this upturn. In addition the county is now collecting a franchise fee from Charter Communications.

Other Miscellaneous (Fines & Forfeitures, Interest, and Other) 2011-2017

Total General Fund Revenues

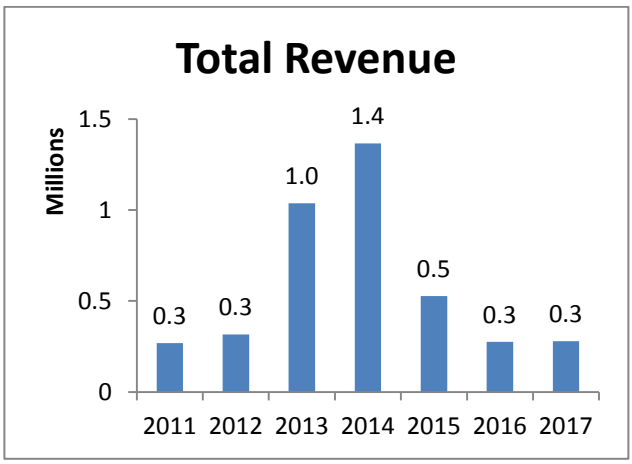


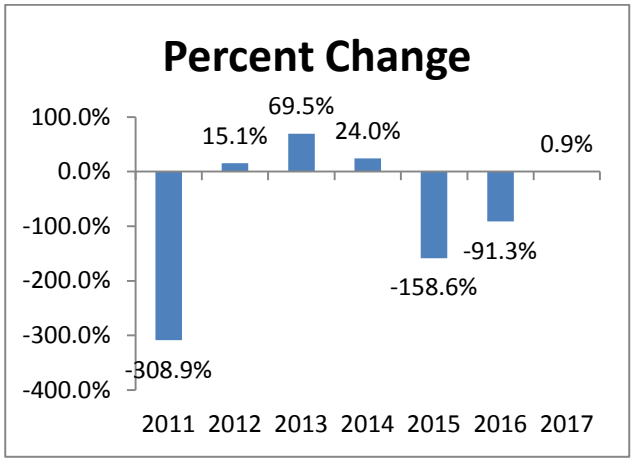


Throughout the past several years the county has seen declines due to a reduced number of sales for non-foreclosed county properties in addition to declines in the reduced earnings on investments due to the decline in the economy. The projected 4.7% increase is however a result in increased interest earnings as well civil fees within the Sheriff's Office.

Other Financing Sources (Transfers), 2011-2017

Total General Fund Revenues





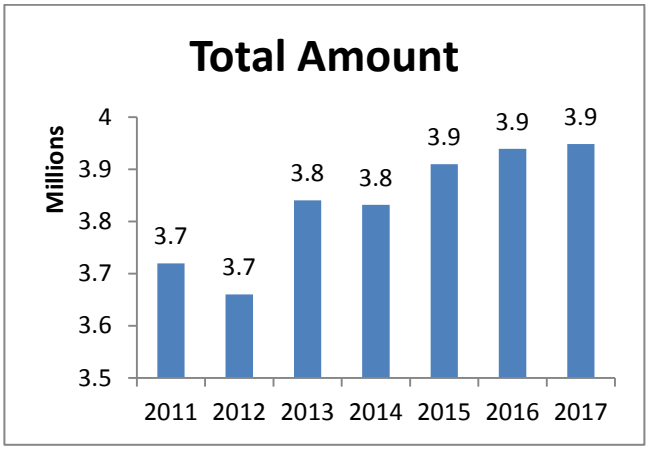
In 2011 there was a decrease of 308.9% due to a previous year transfer of $700,000 to pay down bond debt not occurring in addition to a reduction in transfers from the Video Lottery Fund. In 2013 and 2014 the transfer for the bond payment resumed so there was again an increase in these fiscal years. In the 2014 FY the bond debt was paid off resulting in a decrease of 158.6%.

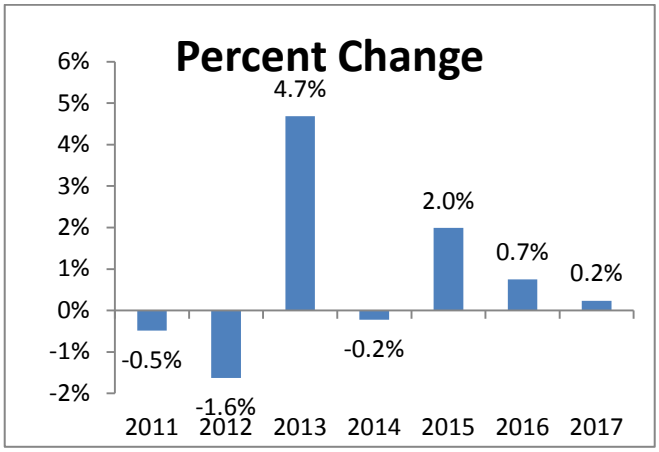
Historical Review of Countywide Fund Revenues Excluding General Fund

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, 2011-2017

Total Revenues – Excluding General Fund

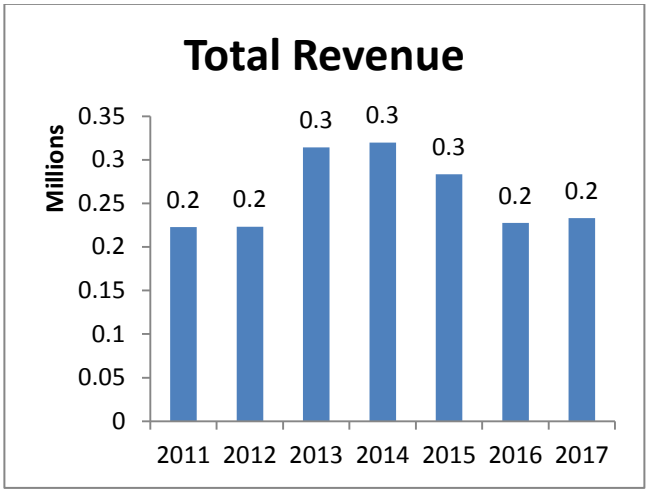


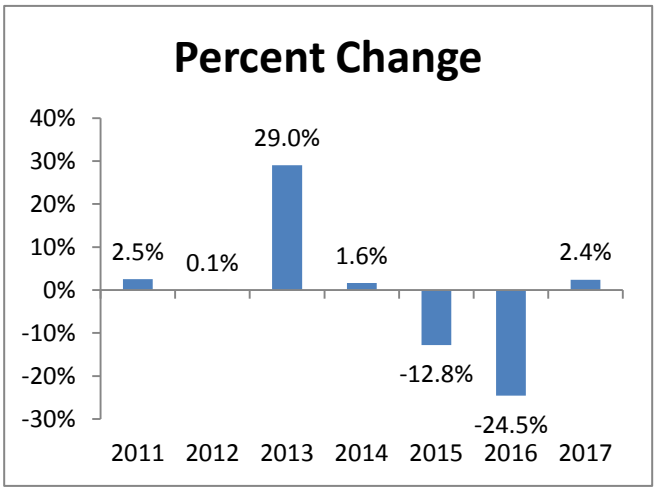


Property Tax revenues are projected to increase by .2% in 2017; this is based upon growth in new construction, growth generated from existing property and an increase in prior year property tax payments but is offset by a decrease in the operating levy for the fairgrounds based on a decision by the Fair Board to decrease the levy by .02/$1,000. The 4.7% increase in 2013 is based on an appeal settlement with the Georgia Pacific-Wauna Mill.

Other Taxes, 2011-2017

Total Revenues – Excluding General Fund

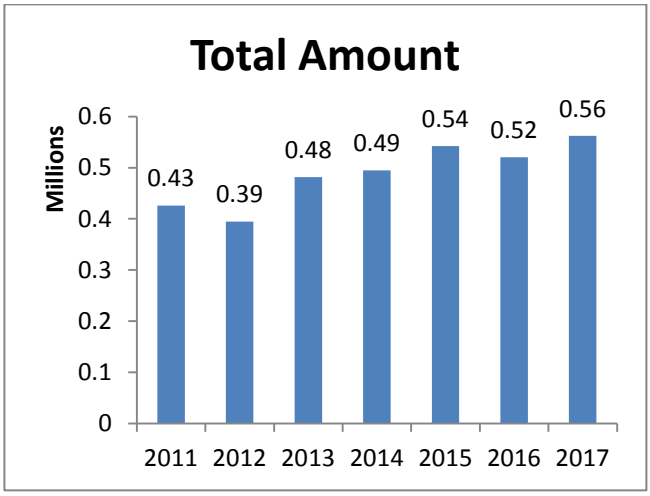


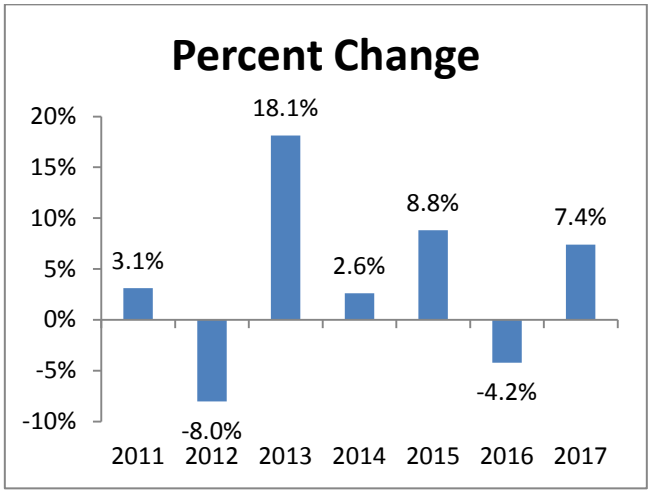


Other taxes include a strategic investment plan (SIP) tax for the Georgia Pacific-Wauna Mill that was implemented in 2009. In 2013 a settlement was agreed upon with Georgia Pacific in regards to an appeal they had filed, this resulted in a repayment of funds that which created a 29% increase. In 2015 the SIP monies came in less than budgeted therefore the county budgeted for additional decreases in 2016 resulting in the 24.5% decrease.

Licenses & Permits, 2011-2017

Total Revenues – Excluding General Fund

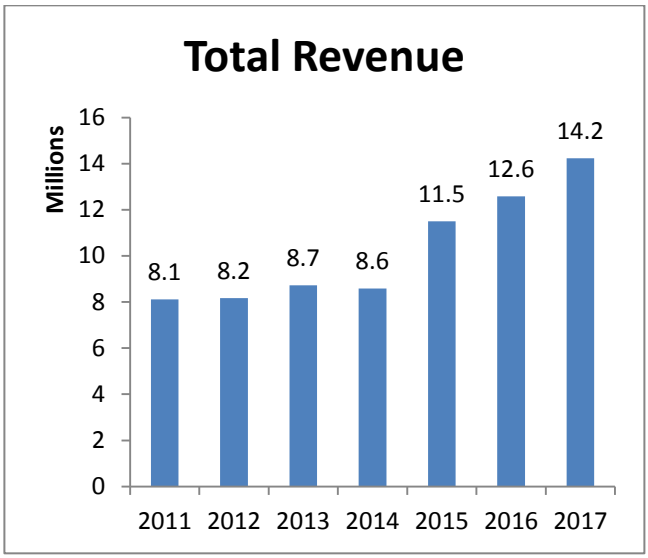


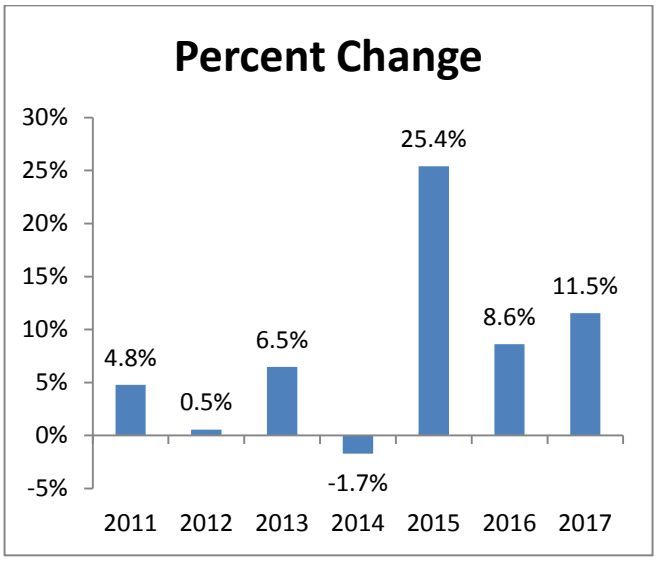


Licenses and Permits fluctuate with the economy, the county saw an increase in 2013 by 18.1% as the building industry had slowly began to increase, 2016 is based on budgeted numbers but the 4.2% decrease is projected to actually be an increase. The projected increase of 7.4% for 2017 is based on an upturn in the economy as well as a Board approved action to increase fees.

Intergovernmental, 2011-2017

Total Revenues – Excluding General Fund

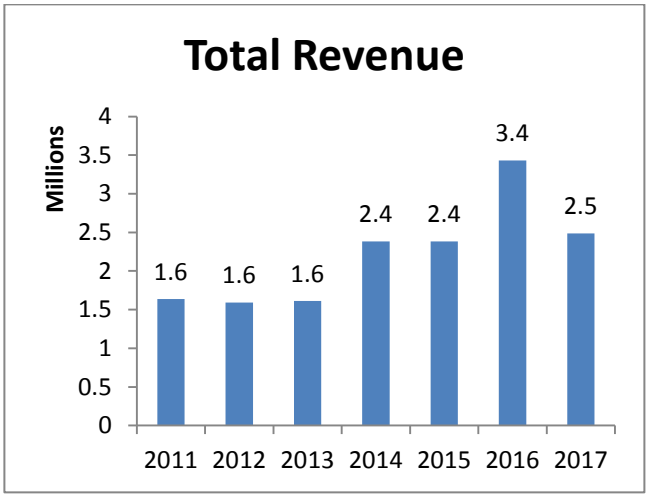


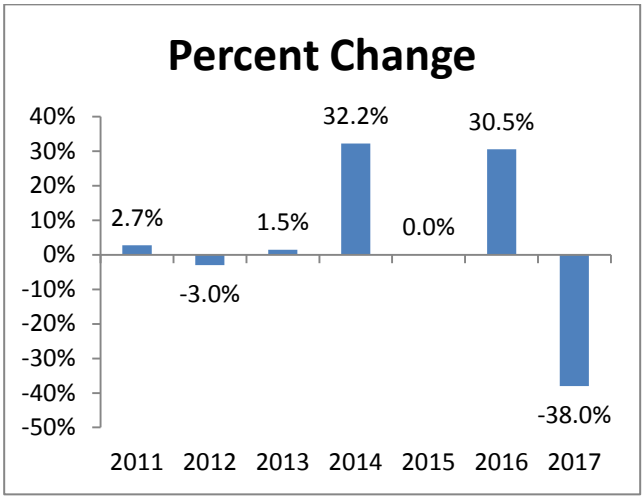


These revenues remain fairly consistent from year to year depending on grant funded activities. In 2015 there was a significant increase (25.4%) which was for a State funded Ferry Boat Terminal being rebuilt.

Timber Sales, 2011-2017

Total Revenues – Excluding General Fund

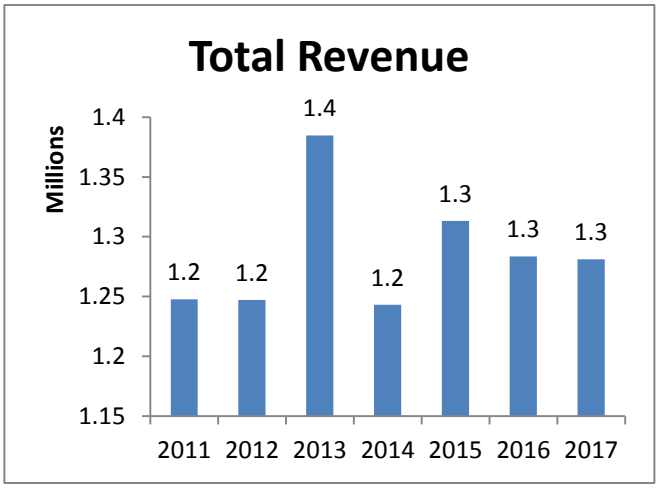


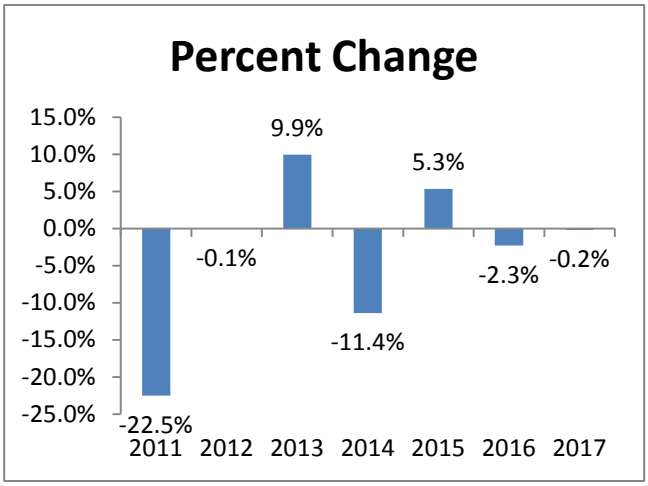


Timber revenues can be highly volatile and fluctuate greatly based on the economy and environmental conditions. The increases in 2014 and 2016 as well as the decrease projected in 2017 reflect this volatility.

Charges for Services, 2011-2017

Total Revenues – Excluding General Fund

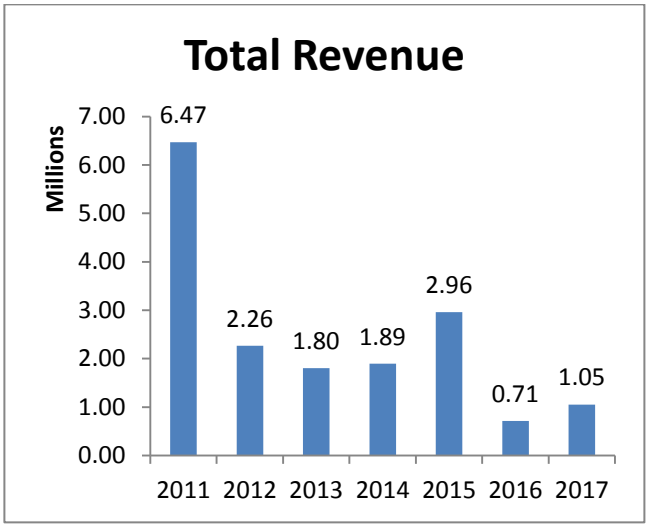


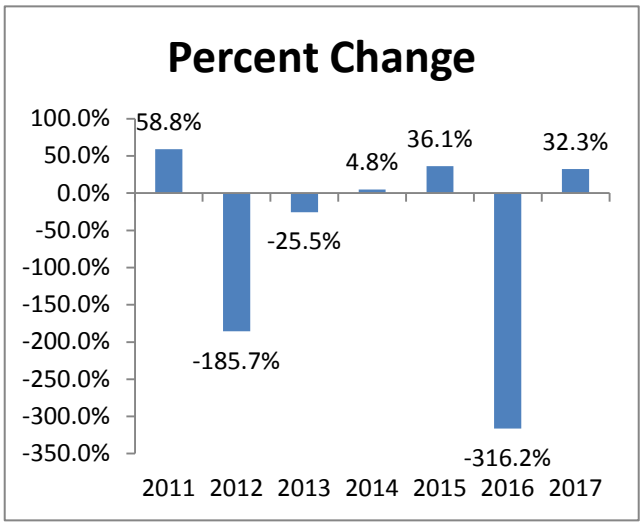


In 2011 there was a 22.5% decrease which is primarily due to fisheries contributions being withheld. At this time several fisheries reduced their contributions to the county in order to fight a ballot measure that would have an impact on their fisheries being able to gillnet in the Columbia River. There 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) 2011-2017

Total Revenues – Excluding General Fund

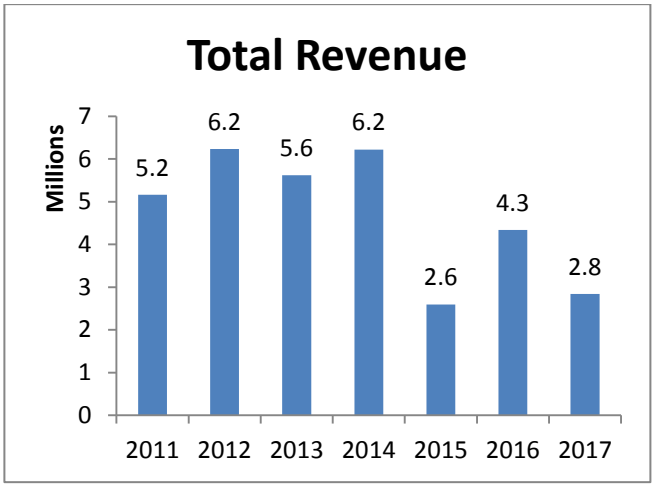


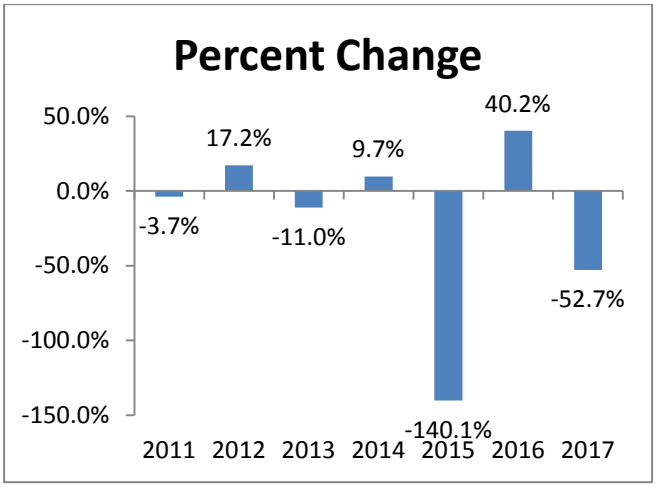


In 2012 there was a decrease by 185.7% compared to the 2011 fiscal year as a result of a large land sale in 2011 in the amount of 4.33 million dollars. In 2015 the county received a loan in the amount of two million dollars to pay for the remodel of the Sheriff's Office; therefore 2016 is projecting a 316.2% decrease in other revenue.

Other Financing Sources (Transfers), 2011-2017

Total Revenues – Excluding General Fund





There is a decrease of 140.1% in the 2015 fiscal year 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. In 2017 the county is projecting a decrease in timber revenues therefore there will be a decrease in the amount transferred to the Special Projects Fund.

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	5,006,000	4,636,270	1,284,190	3,578,230	4,914,660	25,000	5,699,630	25,143,980
Taxes	8,812,600	0	0	350,000	10,000	0	288,670	9,461,270
Licenses & Permits	591,000	0	0	0	0	0	562,000	1,153,000
Fines	30,700	0	0	0	0	0	48,240	78,940
Use Of Money/Property	45,020	23,000	5,500	19,000	55,000	0	28,510	176,030
Intergov State	4,379,320	2,816,790	2,086,910	0	150,000	0	3,752,100	13,185,120
Intergov Federal	145,990	0	0	0	0	0	589,030	735,020
Intergov Other	2,334,300	5,118,950	100,000	0	0	0	156,000	7,709,250
Charges for Services	699,180	309,080	16,650	0	15,000	0	886,900	1,926,810
Other Revenue	1,069,330	19,300	1,250	0	0	0	388,230	1,478,110
Transfer Revenue	278,330	0	0	0	1,495,360	0	1,409,010	3,182,700
Total Resources:	23,391,770	12,923,390	3,494,500	3,947,230	6,640,020	25,000	13,808,320	64,230,230
Expenditures								
Personal Services	13,650,280	2,589,160	1,251,130	0	0	0	3,304,300	20,794,870
Materials & Services	3,954,260	3,787,820	579,450	120,900	118,100	25,000	2,608,450	11,193,980
Special Payments	323,750	43,000	587,960	0	0	0	1,731,180	2,685,890
Debt Service	0	2,900	0	0	0	0	186,400	189,300
Capital Outlay	20,000	110,000	0	0	1,994,460	0	800,000	2,924,460
Transfers Out	1,946,180	390,110	0	0	490,000	0	356,410	3,182,700
Contingency	1,989,400	4,392,290	1,075,960	3,826,330	519,490	0	4,821,580	16,625,050
Total Expenditures:	21,883,870	11,315,280	3,494,500	3,947,230	3,122,050	25,000	13,808,320	57,596,250
Fund Balance								
Ending Fund Balance:	1,507,900	1,608,110	0	0	3,517,970	0	0	6,633,980
Net Change in Fund Balance:	3,498,100	3,028,160	1,284,190	3,578,230	1,396,690	25,000	5,699,630	18,510,000
Percentage of Change:	43%	53%	0%	0%	251%	0%	0%	35%

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	5,006,000	4,636,270	1,284,190	3,578,230	4,914,660	25,000	8,125,730	27,570,080
Taxes	8,812,600	0	0	350,000	10,000	0	4,181,550	13,354,150
Licenses & Permits	591,000	0	0	0	0	0	562,000	1,153,000
Fines	30,700	0	0	0	0	0	48,240	78,940
Use Of Money/Property	45,020	23,000	5,500	19,000	55,000	0	46,200	193,720
Intergov State	4,379,320	2,816,790	2,086,910	0	150,000	0	5,987,230	15,420,250
Intergov Federal	145,990	0	0	0	0	0	589,030	735,020
Intergov Other	2,334,300	5,118,950	100,000	0	0	0	156,000	7,709,250
Charges for Services	699,180	309,080	16,650	0	15,000	0	956,900	1,996,810
Other Revenue	1,069,330	19,300	1,250	0	0	0	476,330	1,566,210
Transfer Revenue	278,330	0	0	0	1,495,360	0	1,411,010	3,184,700
Total Resources:	23,391,770	12,923,390	3,494,500	3,947,230	6,640,020	25,000	22,540,220	72,962,130
Expenditures								
Personal Services	13,650,280	2,589,160	1,251,130	0	0	0	5,149,800	22,640,370
Materials & Services	3,954,260	3,787,820	579,450	120,900	118,100	25,000	3,791,410	12,376,940
Special Payments	323,750	43,000	587,960	0	0	0	5,270,030	6,224,740
Debt Service	0	2,900	0	0	0	0	191,970	194,870
Capital Outlay	20,000	110,000	0	0	1,994,460	0	938,000	3,062,460
Transfers Out	1,946,180	390,110	0	0	490,000	0	358,410	3,184,700
Contingency	1,989,400	4,392,290	1,075,960	3,826,330	519,490	0	5,367,250	17,170,720
Total Expenditures:	21,883,870	11,315,280	3,494,500	3,947,230	3,122,050	25,000	21,066,870	64,854,800
Fund Balance								
Ending Fund Balance:	1,507,900	1,608,110	0	0	3,517,970	0	1,473,350	8,107,330
Net Change in Fund Balance:	3,498,100	3,028,160	1,284,190	3,578,230	1,396,690	25,000	6,652,380	19,462,750
Percentage of Change:	43%	53%	0%	0%	251%	0%	22%	41%

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
001 General							
Personnel Services	12,309,663	11,648,320	12,954,070	13,346,870	13,591,210	13,591,670	13,650,280
Materials & Services	3,315,521	3,428,437	3,797,830	3,846,360	4,012,870	4,012,870	3,954,260
Special Payments	56,690	44,469	171,000	326,550	323,750	323,750	323,750
Capital	56,597	663	0	20,000	20,000	20,000	20,000
Transfers	2,330,172	1,721,366	3,277,370	1,881,180	1,946,180	1,946,180	1,946,180
Congingency	0	0	2,020,030	1,983,890	1,989,400	1,989,400	1,989,400
001 Total:	**18,068,642**	**16,843,256**	**22,220,300**	**21,404,850**	**21,883,410**	**21,883,870**	**21,883,870**
002 General Roads							
Personnel Services	2,645,545	2,319,819	2,588,480	2,589,160	2,589,160	2,589,160	2,589,160
Materials & Services	3,073,984	2,449,297	3,557,950	3,787,820	3,787,820	3,787,820	3,787,820
Special Payments	20,829	346	43,000	43,000	43,000	43,000	43,000
Debt Service	1,326	2,580	2,690	2,900	2,900	2,900	2,900
Capital	45,905	0	25,000	110,000	110,000	110,000	110,000
Transfers	336,600	248,480	391,000	390,110	390,110	390,110	390,110
Congingency	0	0	0	4,392,290	4,392,290	4,392,290	4,392,290
002 Total:	**6,124,189**	**5,020,522**	**6,608,120**	**11,315,280**	**11,315,280**	**11,315,280**	**11,315,280**
004 County Clerk Records							
Materials & Services	14,353	12,657	15,960	9,400	9,400	9,400	9,400
Special Payments	0	0	0	0	0	0	0
Congingency	0	0	0	1,810	1,810	1,810	1,810
004 Total:	**14,353**	**12,657**	**15,960**	**11,210**	**11,210**	**11,210**	**11,210**
005 Rural Law Enforcement District							
Personnel Services	1,790,832	1,692,342	1,837,520	1,832,530	1,832,530	1,832,530	1,832,530
Materials & Services	521,261	545,825	655,120	654,230	654,230	654,230	654,230
Special Payments	0	26,000	26,000	26,000	26,000	26,000	26,000
Capital	106,594	79,402	281,800	138,000	138,000	138,000	138,000
Transfers	111,900	0	0	0	0	0	0
Congingency	0	0	230,250	263,380	263,380	263,380	263,380
005 Total:	**2,530,588**	**2,343,569**	**3,030,690**	**2,914,140**	**2,914,140**	**2,914,140**	**2,914,140**
007 Public Health							
Personnel Services	985,363	1,044,244	1,227,360	1,204,320	1,276,300	1,276,300	1,276,300
Materials & Services	566,915	490,039	567,370	846,060	841,080	841,080	841,080
Special Payments	0	0	0	0	0	0	0
Capital	0	19,142	0	25,000	25,000	25,000	25,000
Transfers	0	0	300,000	50,000	50,000	50,000	50,000
Congingency	0	0	40,310	59,440	59,440	59,440	59,440
007 Total:	**1,552,278**	**1,553,424**	**2,135,040**	**2,184,820**	**2,251,820**	**2,251,820**	**2,251,820**

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
009 Child Support							
Personnel Services	156,995	156,483	163,180	164,070	164,070	164,070	164,070
Materials & Services	33,393	32,286	35,410	32,110	32,110	32,110	32,110
Capital	0	0	0	0	0	0	0
Congingency	0	0	38,910	38,740	38,740	38,740	38,740
009 Total:	**190,388**	**188,769**	**237,500**	**234,920**	**234,920**	**234,920**	**234,920**
018 Juvenile Detention Center							
Personnel Services	300,747	0	0	0	0	0	0
Materials & Services	142,572	0	0	0	0	0	0
Transfers	0	38,441	0	0	0	0	0
Congingency	0	0	0	0	0	0	0
018 Total:	**443,320**	**38,441**	**0**	**0**	**0**	**0**	**0**
020 Juvenile Crime Prevention							
Personnel Services	126,387	112,992	28,840	31,620	31,620	31,620	31,620
Materials & Services	47,900	10,657	10,300	12,110	12,110	12,110	12,110
Congingency	0	0	43,580	34,600	34,600	34,600	34,600
020 Total:	**174,287**	**123,649**	**82,720**	**78,330**	**78,330**	**78,330**	**78,330**
021 Commission on Child & Families							
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	8,791	0	0	0	0	0
Congingency	0	0	0	0	0	0	0
021 Total:	**0**	**8,791**	**0**	**0**	**0**	**0**	**0**
024 Parole & Probation Division							
Personnel Services	966,190	950,658	1,091,420	1,251,130	1,251,130	1,251,130	1,251,130
Materials & Services	379,585	231,302	400,890	579,450	579,450	579,450	579,450
Special Payments	295,750	477,602	592,080	587,960	587,960	587,960	587,960
Capital	0	74,600	59,000	0	0	0	0
Congingency	0	0	740,530	1,075,960	1,075,960	1,075,960	1,075,960
024 Total:	**1,641,525**	**1,734,162**	**2,883,920**	**3,494,500**	**3,494,500**	**3,494,500**	**3,494,500**
027 Marine Patrol							
Personnel Services	185,905	176,581	196,040	239,070	239,070	239,070	239,070
Materials & Services	52,816	48,889	53,910	54,760	54,760	54,760	54,760
Capital	0	131,850	0	0	0	0	0
Congingency	0	0	56,320	57,830	57,830	57,830	57,830
027 Total:	**238,720**	**357,320**	**306,270**	**351,660**	**351,660**	**351,660**	**351,660**

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
030 Drug Task Force							
Personnel Services	124,513	0	0	0	0	0	0
Materials & Services	40,061	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Transfers	0	40,300	10,000	0	0	0	0
Congingency	0	0	0	0	0	0	0
030 Total:	**164,574**	**40,300**	**10,000**	**0**	**0**	**0**	**0**
033 Mental Health Grants							
Personnel Services	146,246	145,766	170,030	161,470	161,470	161,470	161,470
Materials & Services	79,533	114,722	146,130	154,470	154,470	154,470	154,470
Special Payments	1,464,167	1,439,609	1,423,710	1,564,460	1,564,460	1,564,460	1,656,180
Transfers	0	0	0	0	0	0	0
Congingency	0	0	28,970	28,420	28,420	28,420	28,420
033 Total:	**1,689,946**	**1,700,096**	**1,768,840**	**1,908,820**	**1,908,820**	**1,908,820**	**2,000,540**
036 Building Codes							
Personnel Services	443,198	441,913	494,330	482,950	482,950	482,950	482,950
Materials & Services	80,745	97,709	110,660	112,170	112,170	112,170	112,170
Capital	0	0	11,000	0	0	0	0
Transfers	0	0	64,410	28,080	28,080	28,080	28,080
Congingency	0	0	147,800	369,540	369,540	369,540	369,540
036 Total:	**523,943**	**539,622**	**828,200**	**992,740**	**992,740**	**992,740**	**992,740**
039 Clatsop County Fisheries							
Personnel Services	565,147	541,625	566,490	575,900	575,900	575,900	575,900
Materials & Services	239,016	209,978	352,140	372,160	372,160	372,160	372,160
Debt Service	0	0	0	0	0	0	0
Capital	0	15,224	0	0	0	0	0
Congingency	0	0	257,630	216,970	216,970	216,970	216,970
039 Total:	**804,164**	**766,828**	**1,176,260**	**1,165,030**	**1,165,030**	**1,165,030**	**1,165,030**
100 Capital Projects							
Materials & Services	81,311	95,399	29,900	140,100	118,100	118,100	118,100
Special Payments	0	0	0	0	0	0	0
Debt Service	160,340	0	0	0	0	0	0
Capital	303,980	545,725	3,334,880	1,443,030	1,545,630	1,545,630	1,994,460
Transfers	0	500,000	490,000	490,000	490,000	490,000	490,000
Congingency	0	0	519,410	519,490	519,490	519,490	519,490
100 Total:	**545,631**	**1,141,124**	**4,374,190**	**2,592,620**	**2,673,220**	**2,673,220**	**3,122,050**

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
102 General Roads Eq Replace							
Materials & Services	200	200	300	700	700	700	700
Capital	317,836	263,181	391,000	390,000	390,000	390,000	390,000
Congingency	0	0	0	0	0	0	0
102 Total:	**318,036**	**263,381**	**391,300**	**390,700**	**390,700**	**390,700**	**390,700**
105 Insurance Reserve							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	64,492	30,747	253,670	327,270	327,270	327,270	327,270
Transfers	0	212,651	0	0	0	0	0
105 Total:	**64,492**	**243,398**	**253,670**	**327,270**	**327,270**	**327,270**	**327,270**
120 Land Corner Preservation							
Personnel Services	31,399	29,517	31,240	31,940	31,940	31,940	31,940
Materials & Services	22,411	24,616	30,400	31,030	31,030	31,030	31,030
Congingency	0	0	193,670	239,030	239,030	239,030	239,030
120 Total:	**53,810**	**54,133**	**255,310**	**302,000**	**302,000**	**302,000**	**302,000**
140 Jail Commissary Fund							
Personnel Services	0	12,000	12,000	0	0	0	0
Materials & Services	56,907	63,852	61,870	79,330	79,330	79,330	25,000
Transfers	12,000	0	0	0	0	0	0
Congingency	0	0	13,520	6,820	6,820	6,820	0
140 Total:	**68,907**	**75,852**	**87,390**	**86,150**	**86,150**	**86,150**	**25,000**
150 Fair Board							
Personnel Services	186,209	179,198	190,770	199,330	199,330	199,330	199,330
Materials & Services	324,445	321,457	405,200	349,540	349,540	349,540	409,540
Debt Service	0	0	0	0	0	0	0
Capital	150,417	9,958	345,000	225,000	225,000	225,000	225,000
Congingency	0	0	327,570	773,870	794,240	794,240	734,240
150 Total:	**661,071**	**510,613**	**1,268,540**	**1,547,740**	**1,568,110**	**1,568,110**	**1,568,110**
205 Child Custody Mediation & Drug Pr							
Personnel Services	7,586	5,597	9,570	7,110	7,110	7,110	7,110
Materials & Services	19,137	21,856	41,500	41,300	41,300	41,300	41,300
Congingency	0	0	77,840	81,310	81,310	81,310	81,310
205 Total:	**26,724**	**27,453**	**128,910**	**129,720**	**129,720**	**129,720**	**129,720**

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
206 Video Lottery Fund							
Materials & Services	12,566	13,008	17,200	17,800	17,800	17,800	17,800
Special Payments	110,000	61,563	88,000	75,000	75,000	75,000	75,000
Transfers	214,000	233,790	194,950	229,230	229,230	229,230	229,230
Congingency	0	0	0	0	0	0	0
206 Total:	**336,566**	**308,361**	**300,150**	**322,030**	**322,030**	**322,030**	**322,030**
208 Liquor Enforcement Fund							
Materials & Services	0	0	0	0	0	0	0
Special Payments	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Transfers	0	0	50	100	100	100	100
208 Total:	**0**	**0**	**50**	**100**	**100**	**100**	**100**
209 Courthouse Security							
Personnel Services	52,600	51,650	50,550	53,610	53,610	53,610	53,610
Materials & Services	500	7,409	10,600	10,600	10,600	10,600	10,600
Capital	0	0	10,000	10,000	10,000	10,000	10,000
Transfers	0	0	4,000	4,000	4,000	4,000	4,000
Congingency	0	0	140,720	137,630	137,630	137,630	137,630
209 Total:	**53,100**	**59,059**	**215,870**	**215,840**	**215,840**	**215,840**	**215,840**
225 Bike paths							
Materials & Services	100	100	100	100	100	100	100
Special Payments	0	0	0	0	0	0	0
Congingency	0	0	368,050	396,070	396,070	396,070	396,070
225 Total:	**100**	**100**	**368,150**	**396,170**	**396,170**	**396,170**	**396,170**
230 Law Library							
Personnel Services	10,583	22,831	12,760	14,030	14,030	14,030	14,030
Materials & Services	54,097	46,475	43,500	34,750	34,750	34,750	34,750
Capital	0	0	0	0	0	0	0
Congingency	0	0	0	16,060	16,060	16,060	16,060
230 Total:	**64,681**	**69,306**	**56,260**	**64,840**	**64,840**	**64,840**	**64,840**
235 Animal Shelter Donations							
Materials & Services	37,526	31,924	45,000	54,000	54,000	54,000	54,000
Special Payments	0	0	0	0	0	0	0
Capital	0	0	0	0	0	0	0
Congingency	0	0	125,960	116,060	116,060	116,060	116,060
235 Total:	**37,526**	**31,924**	**170,960**	**170,060**	**170,060**	**170,060**	**170,060**

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
240 Park & Land Acq. & Maint							
Materials & Services	5,150	17,717	160,900	62,200	62,200	62,200	62,200
Special Payments	12,874	0	0	0	0	0	0
Capital	54,493	144,703	175,000	150,000	150,000	150,000	150,000
Transfers	45,000	45,000	45,000	45,000	45,000	45,000	45,000
Congingency	0	0	799,050	835,680	835,680	835,680	835,680
240 Total:	**117,517**	**207,420**	**1,179,950**	**1,092,880**	**1,092,880**	**1,092,880**	**1,092,880**
250 Emergency Communication							
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	4,709	0	0	0	0	0
Congingency	0	0	0	0	0	0	0
250 Total:	**0**	**4,709**	**0**	**0**	**0**	**0**	**0**
300 Road District #1							
Materials & Services	5,200	2,350	2,560	2,460	2,460	2,460	2,460
Special Payments	0	3,086,800	4,263,250	3,510,840	3,510,840	3,510,840	3,510,840
Transfers	2,943,100	0	0	0	0	0	0
300 Total:	**2,948,300**	**3,089,150**	**4,265,810**	**3,513,300**	**3,513,300**	**3,513,300**	**3,513,300**
305 State Timber Enforcement Fund							
Personnel Services	68,100	64,410	68,100	66,900	66,900	66,900	66,900
Materials & Services	24,781	20,802	29,600	30,900	30,900	30,900	30,900
Capital	0	0	45,500	0	0	0	0
Transfers	43,000	0	0	0	0	0	0
Congingency	0	0	337,760	374,320	374,320	374,320	374,320
305 Total:	**135,881**	**85,212**	**480,960**	**472,120**	**472,120**	**472,120**	**472,120**
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	4,966	0	0	0	0	0
315 Total:	**0**	**4,966**	**0**	**0**	**0**	**0**	**0**
325 Industrial Development Revolving F							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	135,008	249,000	171,590	120,900	120,900	120,900	120,900
Special Payments	0	0	0	0	0	0	0
Capital	2,125,029	192,490	925,000	0	0	0	0
Transfers	0	0	0	0	0	0	0
Congingency	0	0	2,356,780	3,826,330	3,826,330	3,826,330	3,826,330
325 Total:	**2,260,037**	**441,490**	**3,453,370**	**3,947,230**	**3,947,230**	**3,947,230**	**3,947,230**

Clatsop County Fund Totals w/ category expenditures

Account Name	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
385 Westport Sewer Serv Dist							
Personnel Services	9,853	10,483	12,420	12,970	12,970	12,970	12,970
Materials & Services	38,454	36,708	49,070	46,950	46,950	46,950	46,950
Special Payments	1,222	2,289	2,160	2,010	2,010	2,010	2,010
Debt Service	6,336	5,266	5,420	5,570	5,570	5,570	5,570
Transfers	6,000	2,000	2,000	2,000	2,000	2,000	2,000
Congingency	0	0	33,900	54,480	54,480	54,480	54,480
385 Total:	**61,866**	**56,746**	**104,970**	**123,980**	**123,980**	**123,980**	**123,980**
386 Westport Sewer Equip Rplc							
Materials & Services	3,918	7,575	20,300	22,000	22,000	22,000	22,000
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	27,640	37,180	37,180	37,180	37,180
386 Total:	**3,918**	**7,575**	**47,940**	**59,180**	**59,180**	**59,180**	**59,180**
395 4-H & Ext Ser Spec Dist							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	526,464	418,120	451,300	457,320	457,320	457,320	457,320
Special Payments	0	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	161,480	190,630	190,630	190,630	190,630
395 Total:	**526,464**	**418,120**	**612,780**	**647,950**	**647,950**	**647,950**	**647,950**
400 Debt Service Fund							
Personnel Services	0	0	0	0	0	0	0
Materials & Services	0	0	0	0	0	0	0
Debt Service	1,235,175	28,541	189,700	186,400	186,400	186,400	186,400
Transfers	0	20,473	0	0	0	0	0
Congingency	0	0	173,160	178,320	178,320	178,320	178,320
400 Total:	**1,235,175**	**49,014**	**362,860**	**364,720**	**364,720**	**364,720**	**364,720**
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	1,541,800	7,049	0	0	0	0	0
Congingency	0	0	594,150	905,510	905,510	905,510	905,510
405 Total:	**1,541,800**	**7,049**	**594,150**	**905,510**	**905,510**	**905,510**	**905,510**
Totals:	**45,222,517**	**38,427,560**	**60,277,360**	**63,728,410**	**64,374,940**	**64,375,400**	**64,854,800**

Organizational Unit Totals by Fund (Expenses)

Org. ID	Organizational Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Fund: 001	**General**						
0000	Discretionary Revenue	(742)	(759)	0	0	0	0%
1100	Board Of Commissioners	64,641	66,658	84,650	88,560	3,910	4%
1105	Brd of Property Tax Appeal	36,349	36,924	40,140	25,910	(14,230)	- 35%
1110	County Tourism	0	0	15,000	237,000	222,000	1480%
1120	County Manager	298,055	278,140	302,430	346,490	44,060	14%
1125	Human Resources	252,576	269,806	359,640	365,380	5,740	1%
1150	Assessment & Taxation	1,311,174	1,303,345	1,481,450	1,534,860	53,410	3%
1155	Property Management	44,030	46,008	49,810	48,520	(1,290)	- 2%
1300	County Counsel	95,210	84,129	110,200	110,200	0	0%
1350	Clerk - Admin. & Elections	294,339	340,268	315,760	324,020	8,260	2%
1355	Clerk - Records	173,265	165,911	170,920	152,330	(18,590)	- 10%
1625	Budget & Finance	480,501	365,488	411,330	428,890	17,560	4%
1650	Information Systems	775,890	736,235	785,620	794,090	8,470	1%
1790	Building & Grounds	932,347	851,646	996,130	1,053,170	57,040	5%
1795	Parks Maintenance	205,928	200,107	207,950	209,580	1,630	0%
1940	Surveyor	116,737	107,100	111,960	211,800	99,840	89%
1990	Dues & Special Assessments	296,963	291,518	446,400	562,970	116,570	26%
2160	District Attorney	1,537,107	1,500,837	1,621,580	1,675,890	54,310	3%
2180	Medical Examiner	38,000	56,496	57,500	104,010	46,510	80%
2190	Sheriff Support Division	367,810	375,150	414,550	402,610	(11,940)	- 2%
2200	Sheriff Criminal Division	3,225,872	3,264,505	3,442,650	3,534,050	91,400	2%
2300	Corrections	2,839,327	2,585,031	2,831,170	2,970,050	138,880	4%
2325	Jail Nurse	338,303	315,707	399,540	418,110	18,570	4%
2340	Juvenile Department	646,343	690,922	847,940	891,440	43,500	5%
2350	Corrections Workcrew	188,291	107,035	234,830	241,650	6,820	2%
2700	Planning Division	602,265	479,004	573,300	583,080	9,780	1%
2750	Emergency Management	302,337	272,103	291,300	291,300	0	0%
2800	Animal Control	275,552	332,575	344,240	365,330	21,090	6%
9800	Transfers To Other Funds	2,330,172	1,721,366	3,252,280	1,923,180	(1,329,100)	- 40%
9900	Approp. For Contingency 1	0	0	2,020,030	1,989,400	(30,630)	- 1%
	001 Totals:	**18,068,642**	**16,843,256**	**22,220,300**	**21,883,870**	**(336,430)**	**- 1%**
Fund: 002	**General Roads**						
3110	Road Admin. And Support	747,206	676,180	727,750	728,540	790	0%
3120	Road Maint & Construction	5,376,983	4,344,342	5,880,370	6,194,450	314,080	5%
9905	Approp. For Contingency 2	0	0	0	4,392,290	4,392,290	100%
	002 Totals:	**6,124,189**	**5,020,522**	**6,608,120**	**11,315,280**	**4,707,160**	**71%**
Fund: 004	**County Clerk Records**						
1354	County Clerk Records	14,353	12,657	15,960	11,210	(4,750)	- 29%
	004 Totals:	**14,353**	**12,657**	**15,960**	**11,210**	**(4,750)**	**- 29%**

Organizational Unit Totals by Fund (Expenses)

Org. ID	Organizational Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Fund: 005	**Rural Law Enforcement District**						
2191	Sheriff Rural Law Enf Dis	2,530,588	2,343,569	3,030,690	2,914,140	(116,550)	- 3%
	005 Totals:	**2,530,588**	**2,343,569**	**3,030,690**	**2,914,140**	**(116,550)**	**- 3%**
Fund: 007	**Public Health**						
4110	Community Health	424,828	415,880	438,780	508,970	70,190	16%
4112	Tobacco Prevention	63,744	63,788	64,420	64,340	(80)	- 0%
4129	Immunization	14,400	14,042	14,040	14,040	0	0%
4130	Maternal & Child Health	57,225	52,974	58,100	59,360	1,260	2%
4133	Babies First	88,513	82,636	104,270	94,680	(9,590)	- 9%
4140	W I C Program	252,574	235,724	256,180	256,630	450	0%
4160	Family Planning	301,955	290,850	339,250	317,130	(22,120)	- 6%
4162	Ryan White Fund Grant	0	0	0	0	0	0%
4163	HIV Block Grant	0	0	0	0	0	0%
4168	Chronic Disease Prevention	0	0	0	0	0	0%
4169	Household Hazardous Waste	55,642	11,031	357,290	414,500	57,210	16%
4170	Emergency Preparedness	73,794	80,141	89,600	86,640	(2,960)	- 3%
4174	Onsite Sewage Systems	1,916	107,465	151,700	160,070	8,370	5%
4175	Environmental Health	217,688	198,895	225,740	239,870	14,130	6%
9915	Approp. For Contingency 7	0	0	35,670	35,590	(80)	- 0%
	007 Totals:	**1,552,278**	**1,553,424**	**2,135,040**	**2,251,820**	**116,780**	**5%**
Fund: 009	**Child Support**						
2165	Child Support	190,388	188,769	237,500	234,920	(2,580)	- 1%
	009 Totals:	**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**- 1%**
Fund: 018	**Juvenile Detention Center**						
2175	Juvenile Detention Center	443,320	38,441	0	0	0	0%
	018 Totals:	**443,320**	**38,441**	**0**	**0**	**0**	**0%**
Fund: 020	**Juvenile Crime Prevention**						
2170	Juv Crime Prevention	174,287	123,649	82,720	78,330	(4,390)	- 5%
	020 Totals:	**174,287**	**123,649**	**82,720**	**78,330**	**(4,390)**	**- 5%**
Fund: 021	**Commission on Child & Families**						
2346	Comm. on Children & Fam	0	8,791	0	0	0	0%
	021 Totals:	**0**	**8,791**	**0**	**0**	**0**	**0%**
Fund: 024	**Parole & Probation Division**						
2385	Parole & Probation Division	1,641,525	1,734,162	2,883,920	3,494,500	610,580	21%
	024 Totals:	**1,641,525**	**1,734,162**	**2,883,920**	**3,494,500**	**610,580**	**21%**
Fund: 027	**Marine Patrol**						
2245	Marine Patrol	238,720	357,320	306,270	351,660	45,390	14%
	027 Totals:	**238,720**	**357,320**	**306,270**	**351,660**	**45,390**	**14%**

Organizational Unit Totals by Fund (Expenses)

Org. ID	Organizational Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Fund: 030	**Drug Task Force**						
7145	Drug Task Force	164,574	40,300	10,000	0	(10,000)	0%
	030 Totals:	**164,574**	**40,300**	**10,000**	**0**	**(10,000)**	**0%**
Fund: 033	**Mental Health Grants**						
7150	Developmental Disabilities	654,702	518,474	567,980	707,750	139,770	24%
7152	Mental Health	829,956	949,937	915,270	1,008,960	93,690	10%
7154	Drug & Alcohol Treatment	0	0	0	0	0	0%
7156	Drug & Alcohol Prevention	205,287	231,685	285,590	283,830	(1,760)	- 0%
	033 Totals:	**1,689,946**	**1,700,096**	**1,768,840**	**2,000,540**	**231,700**	**13%**
Fund: 036	**Building Codes**						
7165	Building Codes	523,943	539,622	828,200	992,740	164,540	19%
	036 Totals:	**523,943**	**539,622**	**828,200**	**992,740**	**164,540**	**19%**
Fund: 039	**Clatsop County Fisheries**						
8500	Clatsop County Fisheries	804,164	766,828	1,176,260	1,165,030	(11,230)	- 0%
	039 Totals:	**804,164**	**766,828**	**1,176,260**	**1,165,030**	**(11,230)**	**- 0%**
Fund: 100	**Capital Projects**						
2000	Special Projects	545,631	1,141,124	4,284,690	3,051,560	(1,233,130)	- 28%
2002	Fleet Replacement	0	0	89,500	70,490	(19,010)	- 21%
	100 Totals:	**545,631**	**1,141,124**	**4,374,190**	**3,122,050**	**(1,252,140)**	**- 28%**
Fund: 102	**General Roads Eq Replace**						
2001	Equipment Replacement	318,036	263,381	391,300	390,700	(600)	- 0%
	102 Totals:	**318,036**	**263,381**	**391,300**	**390,700**	**(600)**	**- 0%**
Fund: 105	**Insurance Reserve**						
2105	Insurance Reserve	64,492	243,398	253,670	327,270	73,600	29%
	105 Totals:	**64,492**	**243,398**	**253,670**	**327,270**	**73,600**	**29%**
Fund: 120	**Land Corner Preservation**						
1941	Surveyor - Land Corner 120	53,810	54,133	255,310	302,000	46,690	18%
	120 Totals:	**53,810**	**54,133**	**255,310**	**302,000**	**46,690**	**18%**
Fund: 140	**Jail Commissary Fund**						
9100	Jail Commissary	68,907	75,852	87,390	25,000	(62,390)	- 71%
	140 Totals:	**68,907**	**75,852**	**87,390**	**25,000**	**(62,390)**	**- 71%**
Fund: 150	**Fair Board**						
9300	Fair General Operation	661,071	510,613	1,268,540	1,568,110	299,570	23%
	150 Totals:	**661,071**	**510,613**	**1,268,540**	**1,568,110**	**299,570**	**23%**
Fund: 205	**Child Custody Mediation & Drug F**						
5705	Child Custody Mediation	26,724	27,453	128,910	129,720	810	0%
	205 Totals:	**26,724**	**27,453**	**128,910**	**129,720**	**810**	**0%**

Organizational Unit Totals by Fund (Expenses)

Org. ID	Organizational Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Fund: 206	**Video Lottery Fund**						
5710	Video Lottery	336,566	308,361	300,150	322,030	21,880	7%
	206 Totals:	**336,566**	**308,361**	**300,150**	**322,030**	**21,880**	**7%**
Fund: 208	**Liquor Enforcement Fund**						
5715	Liquor Enforcement	0	0	50	100	50	100%
	208 Totals:	**0**	**0**	**50**	**100**	**50**	**100%**
Fund: 209	**Courthouse Security**						
5720	Courthouse Security	53,100	59,059	215,870	215,840	(30)	- 0%
	209 Totals:	**53,100**	**59,059**	**215,870**	**215,840**	**(30)**	**- 0%**
Fund: 225	**Bike paths**						
5805	Bike Paths	100	100	368,150	396,170	28,020	7%
	225 Totals:	**100**	**100**	**368,150**	**396,170**	**28,020**	**7%**
Fund: 230	**Law Library**						
5810	Law Library	64,681	69,306	56,260	64,840	8,580	15%
	230 Totals:	**64,681**	**69,306**	**56,260**	**64,840**	**8,580**	**15%**
Fund: 235	**Animal Shelter Donations**						
2810	Animal Shelter Enhance.	37,526	31,924	170,960	170,060	(900)	- 0%
	235 Totals:	**37,526**	**31,924**	**170,960**	**170,060**	**(900)**	**- 0%**
Fund: 240	**Park & Land Acq. & Maint**						
5815	Parks & Land Acq. Maint	117,517	207,420	1,179,950	1,092,880	(87,070)	- 7%
	240 Totals:	**117,517**	**207,420**	**1,179,950**	**1,092,880**	**(87,070)**	**- 7%**
Fund: 250	**Emergency Communication**						
5820	Emergency Communication	0	4,709	0	0	0	0%
	250 Totals:	**0**	**4,709**	**0**	**0**	**0**	**0%**
Fund: 300	**Road District #1**						
5825	Road District #1	2,948,300	3,089,150	4,265,810	3,513,300	(752,510)	- 17%
	300 Totals:	**2,948,300**	**3,089,150**	**4,265,810**	**3,513,300**	**(752,510)**	**- 17%**
Fund: 305	**State Timber Enforcement Fund**						
5828	State Timber Enforcement	135,881	85,212	480,960	472,120	(8,840)	- 1%
	305 Totals:	**135,881**	**85,212**	**480,960**	**472,120**	**(8,840)**	**- 1%**
Fund: 315	**Carlyle Apartments**						
5842	Carlyle Apartments	0	4,966	0	0	0	0%
	315 Totals:	**0**	**4,966**	**0**	**0**	**0**	**0%**
Fund: 325	**Industrial Development Revolving**						
5836	Industrial Develop.Revolving Fund	2,260,037	441,490	3,453,370	3,947,230	493,860	14%
	325 Totals:	**2,260,037**	**441,490**	**3,453,370**	**3,947,230**	**493,860**	**14%**

Organizational Unit Totals by Fund (Expenses)

Org. ID	Organizational Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Fund: 385	**Westport Sewer Serv Dist**						
5845	Westport Sewer Service	61,866	56,746	104,970	123,980	19,010	18%
	385 Totals:	**61,866**	**56,746**	**104,970**	**123,980**	**19,010**	**18%**
Fund: 386	**Westport Sewer Equip Rplc**						
5846	Westport Sewer Equipment	3,918	7,575	47,940	59,180	11,240	23%
	386 Totals:	**3,918**	**7,575**	**47,940**	**59,180**	**11,240**	**23%**
Fund: 395	**4-H & Ext Ser Spec Dist**						
5850	4-H & Extension	526,464	418,120	612,780	647,950	35,170	5%
	395 Totals:	**526,464**	**418,120**	**612,780**	**647,950**	**35,170**	**5%**
Fund: 400	**Debt Service Fund**						
5855	Debt Service	1,235,175	49,014	362,860	364,720	1,860	0%
	400 Totals:	**1,235,175**	**49,014**	**362,860**	**364,720**	**1,860**	**0%**
Fund: 405	**Bond & UAL Reserve Fund**						
5860	Bond & UAL Reserve Fund	1,541,800	7,049	594,150	905,510	311,360	52%
	405 Totals:	**1,541,800**	**7,049**	**594,150**	**905,510**	**311,360**	**52%**
Fund: 505	**Diking District #5**						
6305	Diking District #5	47,169	51,268	0	0	0	0%
	505 Totals:	**47,169**	**51,268**	**0**	**0**	**0**	**0%**
Fund: 511	**Diking District #11**						
6311	Diking District #11	26,356	161	0	0	0	0%
	511 Totals:	**26,356**	**161**	**0**	**0**	**0**	**0%**
Fund: 514	**Diking District #14**						
6314	Diking District #14	7,201	57	0	0	0	0%
	514 Totals:	**7,201**	**57**	**0**	**0**	**0**	**0%**
Total Expenditures:		**45,303,243**	**38,479,046**	**60,277,360**	**64,854,800**	**4,577,440**	**7%**

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

Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Resources						
Beginning Net Working Capital	20,541,940	19,050,377	21,676,610	25,143,980	3,467,370	16%
Taxes	8,658,749	8,851,996	9,017,320	9,461,270	443,950	4%
Licenses & Permits	937,713	968,917	878,400	1,153,000	274,600	31%
Fines	75,470	79,892	74,100	78,940	4,840	6%
Use Of Money/Property	227,845	207,554	161,390	176,030	14,640	9%
Intergov State	12,307,597	12,074,242	13,574,960	13,185,120	(389,840)	- 2%
Intergov Federal	908,571	886,434	726,250	735,020	8,770	1%
Intergov Other	2,491,895	5,472,454	6,820,170	7,709,250	889,080	13%
Charges for Services	1,775,983	1,929,314	1,824,070	1,926,810	102,740	5%
Other Revenue	2,848,897	3,603,061	1,490,210	1,478,110	(12,100)	- 0%
Transfer Revenue	7,457,972	3,084,925	4,727,110	3,182,700	(1,544,410)	- 32%
Total Resources:	58,232,631	56,209,165	60,970,590	64,230,230	3,259,640	5%
Expenditures						
Personal Services	19,312,376	17,903,604	19,855,230	20,794,870	939,640	4%
Materials & Services	8,905,025	8,070,533	10,349,880	11,193,980	844,100	8%
Special Payments	1,960,311	2,023,589	2,317,790	2,685,890	368,100	15%
Debt Service	1,396,841	31,121	192,390	189,300	(3,090)	- 1%
Capital Outlay	3,054,256	1,397,536	5,321,380	2,924,460	(2,396,920)	- 45%
Transfers Out	4,522,572	3,086,017	4,776,780	3,182,700	(1,594,080)	- 33%
Contingency	0	0	9,401,720	16,625,050	7,223,330	76%
Total Expenditures:	39,151,382	32,512,400	52,215,170	57,596,250	5,381,080	10%
Fund Balance						
Ending Fund Balance:	19,081,250	23,696,765	8,755,420	6,633,980	(2,121,440)	- 24%
Net Change in Fund Balance:	1,460,690	(4,646,388)	12,921,190	18,510,000	5,588,810	43%
Percentage of Change:	1406%	- 410%	167%	135%		

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

Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Resources						
Beginning Net Working Capital	23,221,164	21,817,454	24,420,990	27,570,080	3,149,090	12%
Taxes	12,477,464	12,714,254	12,804,240	13,354,150	549,910	4%
Licenses & Permits	937,713	968,917	878,400	1,153,000	274,600	31%
Fines	75,470	79,892	74,100	78,940	4,840	6%
Use Of Money/Property	246,885	225,040	180,770	193,720	12,950	7%
Intergov State	14,460,618	14,228,476	16,674,240	15,420,250	(1,253,990)	- 7%
Intergov Federal	908,571	886,434	726,250	735,020	8,770	1%
Intergov Other	2,491,895	5,472,454	6,820,170	7,709,250	889,080	13%
Charges for Services	1,849,983	2,006,589	1,894,070	1,996,810	102,740	5%
Other Revenue	2,849,569	3,789,048	1,537,980	1,566,210	28,230	1%
Transfer Revenue	7,583,572	3,088,017	4,729,110	3,184,700	(1,544,410)	- 32%
Total Resources:	67,102,903	65,276,574	70,740,320	72,962,130	2,221,810	3%
Expenditures						
Personal Services	21,113,062	19,606,429	21,705,170	22,640,370	935,200	4%
Materials & Services	10,081,048	9,132,597	11,528,230	12,376,940	848,710	7%
Special Payments	1,961,533	5,138,678	6,609,200	6,224,740	(384,460)	- 5%
Debt Service	1,403,177	36,387	197,810	194,870	(2,940)	- 1%
Capital Outlay	3,160,851	1,476,938	5,603,180	3,062,460	(2,540,720)	- 45%
Transfers Out	7,583,572	3,088,017	4,778,780	3,184,700	(1,594,080)	- 33%
Contingency	0	0	9,854,990	17,170,720	7,315,730	74%
Total Expenditures:	45,303,243	38,479,046	60,277,360	64,854,800	4,577,440	7%
Fund Balance						
Ending Fund Balance:	21,799,661	26,797,528	10,462,960	8,107,330	(2,355,630)	- 22%
Net Change in Fund Balance:	1,421,503	(4,980,074)	13,958,030	19,462,750	5,504,720	39%
Percentage of Change:	1633%	- 438%	174%	141%		

Overview by Functional Area - General Fund

REVENUES - Functional Area	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Culture & Recreation	114,233	122,030	129,240	209,580	80,340	62%
Economic Development & Capital	0	8,810	15,000	237,000	222,000	1480%
General Government	18,299,400	18,279,266	20,500,860	9,747,970	(10,752,890)	- 52%
Land Use, Housing & Transportation	559,105	415,280	375,780	794,880	419,100	111%
Public Safety & Justice	3,141,162	3,057,718	3,073,850	10,894,440	7,820,590	254%
Total Revenues:	**22,113,899**	**21,883,104**	**24,094,730**	**21,883,870**	**(2,210,860)**	**- 9%**

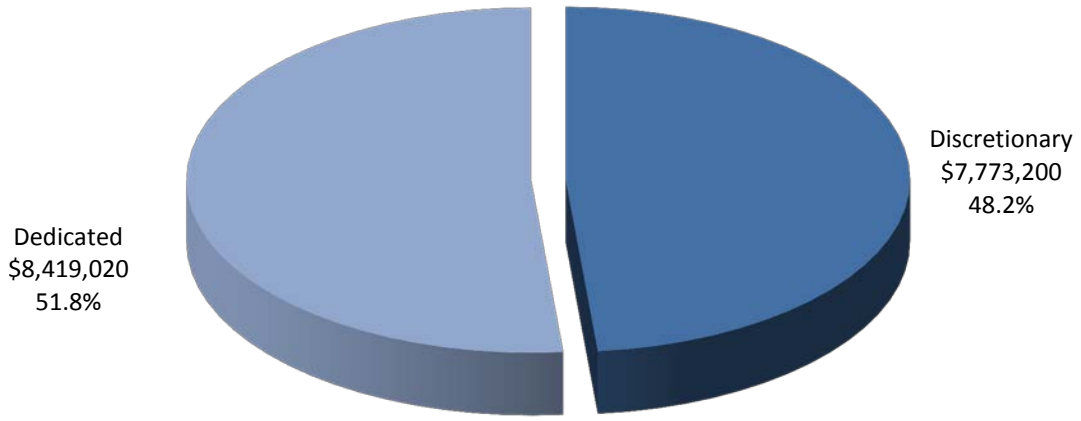
EXPENDITURES - Functional Area	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Culture & Recreation	205,928	200,107	207,950	209,580	1,630	0%
Economic Development & Capital	0	0	15,000	237,000	222,000	1480%
General Government	7,051,595	6,162,686	10,432,790	9,286,970	(1,145,820)	- 10%
Land Use, Housing & Transportation	719,002	586,103	685,260	794,880	109,620	16%
Public Health	333,175	394,000	394,000	461,000	67,000	17%
Public Safety & Justice	9,758,942	9,500,360	10,485,300	10,894,440	409,140	3%
Total Expenditures:	**18,068,642**	**16,843,256**	**22,220,300**	**21,883,870**	**(336,430)**	**- 1%**

Overview by Functional Area - Countywide
(Excluding Service Districts)

REVENUES - Functional Area	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Culture & Recreation	2,841,955	2,845,515	2,577,730	2,794,190	216,460	8%
Economic Development & Capital	11,290,895	11,868,582	13,051,560	12,590,010	(461,550)	- 3%
General Government	21,653,240	19,381,419	21,727,500	21,202,040	(525,460)	- 2%
Land Use, Housing & Transportation	10,513,265	10,345,233	11,975,260	15,004,560	3,029,300	25%
Public Health	3,623,319	3,825,625	3,903,880	4,252,360	348,480	8%
Public Safety & Justice	8,309,958	7,942,791	7,734,660	8,387,070	652,410	8%
Total Revenues:	**58,232,631**	**56,209,165**	**60,970,590**	**64,230,230**	**3,259,640**	**5%**

EXPENDITURES - Functional Area	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	Amount Change	Percent Change
Culture & Recreation	984,517	918,139	2,656,440	2,870,570	214,130	8%
Economic Development & Capital	4,264,434	2,921,185	9,710,270	9,184,040	(526,230)	- 5%
General Government	10,240,590	6,868,803	12,053,430	11,356,680	(696,750)	- 5%
Land Use, Housing & Transportation	7,421,045	6,205,446	8,745,040	13,801,070	5,056,030	57%
Public Health	3,242,224	3,262,312	3,903,880	4,252,360	348,480	8%
Public Safety & Justice	12,998,573	12,336,515	15,146,110	16,131,530	985,420	6%
Total Expenditures:	**39,151,382**	**32,512,400**	**52,215,170**	**57,596,250**	**5,381,080**	**10%**

Clatsop County Functions/Programs Budget
Public Safety & Justice 2016-2017
Total $16,131,530



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
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 appropriations 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 reports 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 trainings 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

The District Attorney's Office is by nature - reactive. We respond to the number of crimes and reports of criminal activity by the seven police agencies in the county. However we continue to engage in numerous speciality courts; the Family Drug Court run by Judge Brownhill, the Mental Health Court run by Judge Matyas and the Drug Court run by Judge Nelson. These all involve. Our dedicated Drug Court Deputy DA, David Goldthorpe attended the annual Drug Court Trainings and there are substantial commitments of Deputy DA time to all three speciality courts, without any extra or outside funding.
The Deputy DAs continue to average over 600 individual court appearances per attorney each year, ranging from arraignments to multi-week trials.
During FY 2014-15 the DA's office continued to work on two Aggravated Murder cases, each involving the deaths of young children. Both cases are set for trial. One of the two defendants in that case has entered a plea of guilty to lesser homicide charge but is not yet sentenced conditioned on her truthful testimony at the trial of her co-defendant.

Our Deputy DAs successfully returned two habitual and violent criminals to prison, Ole Hayne and Loren Tarabochia. Hayne will be in prison until 2034, Tarabochia until 2020. Senior Deputy Scott McCracken tried Dylan Snook and convinced a jury to convict him of First Degree Assault resulting in a prison term that ends in 2023.

Tragically the DA's office was involved in the investigation that came from the shooting death of Seaside Police Sgt. Jason Goodding. One of the other mandated duties of the District Attorney under Oregon law is the management and supervision of the investigation of officer-involved shootings. The office concluded the shooting of the man who killed Sgt. Goodding was justified.

Performance Measures

The District Attorney's 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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
VOCA	29,148	29,778	29,000	58,710	29,710	1%
St.-victim Assistance Pgm	34,811	34,811	34,600	34,800	200	0%
Special Projects Revenue	0	0	0	0	0	0%
Copy Fees	41,392	51,661	37,000	39,000	2,000	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refunds & Reimbursemen	293	0	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Miscellaneous Revenue	0	350	0	0	0	0%
Trans from Liquor Law Enforce	0	0	0	100	100	0%
General Fund Support	1,431,463	1,384,237	1,520,980	1,543,280	22,300	1%
Total Revenue:	**1,537,107**	**1,500,837**	**1,621,580**	**1,675,890**	**54,310**	**3%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	966,427	1,021,026	1,063,800	1,097,890	34,090	3%
Personnel Benefits	494,957	408,573	450,880	465,970	15,090	3%
Material & Supplies	75,722	71,237	106,900	112,030	5,130	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:	**1,537,107**	**1,500,837**	**1,621,580**	**1,675,890**	**54,310**	**3%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
District Attorney Salary Supp.	1.00	1.00	1.00	1.00	0.00	0%
Admin/legal Asst	0.95	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 II	2.94	0.97	0.97	0.00	(0.97)	- 100%
Deputy DA III	2.00	3.97	3.97	4.94	0.97	24%
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:	**15.89**	**15.89**	**15.89**	**15.89**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of Police Reports Received	1890	2108	2066	2134		
Number of Victim Contacts	9519	11323	16358	15965		
Court Appearances Per Deputy DA	620	621	618	763		
Number of Juvenile Court Appearances	354	276	268	432		
Felony Cases Filed	446	505	485	463		
Misdemeanor Cases Filed	753	678	786	821		

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
District Attorney Salary Supp.	82-1025	25,051	26,760	26,760	26,760	0	0%
Admin/legal Asst	82-1119	61,190	62,493	64,060	65,660	1,600	2%
Chief Deputy Dist. Atty.	82-1170	105,475	107,722	110,420	113,180	2,760	2%
Deputy District Attorney	82-1172	0	468,740	489,540	509,630	20,090	4%
Deputy DA I	82-1173	0	0	0	0	0	0%
Deputy DA II	82-1174	134,973	0	0	0	0	0%
Deputy DA III	82-1175	302,280	0	0	0	0	0%
Staff Assistant	82-1191	240,461	253,888	267,070	273,640	6,570	2%
Intern	82-1713	0	0	0	0	0	0%
Victims Services Coord.	82-1896	96,997	101,424	105,950	109,020	3,070	2%
Extra Help - A.S. III	82-1940	5,905	4,855	13,000	13,000	0	0%
Extra Help	82-1941	0	0	0	9,080	9,080	100%
Grant Overtime	82-1943	0	0	0	10,060	10,060	100%
Overtime	82-1945	2,787	3,591	4,000	4,000	0	0%
F.I.C.A.	82-1950	71,859	76,011	82,680	86,750	4,070	4%
Retirement	82-1955	130,344	139,934	146,130	152,010	5,880	4%
Retirement Bond Payment	82-1958	78,600	0	0	0	0	0%
Medical/Dental Ins	82-1960	27	0	0	0	0	0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	158,703	143,043	159,060	140,140	(18,920)	- 11%
Dental Insurance	82-1965	17,481	17,317	17,070	17,860	790	4%
HSA Contribution	82-1966	13,780	9,585	13,780	21,780	8,000	58%
Benefits Admin Fees	82-1967	435	444	420	400	(20)	- 4%
Life Insurance	82-1970	1,365	1,371	1,180	1,180	0	0%
Salary Continuation Insur	82-1972	2,037	2,046	1,340	1,340	0	0%
S.A.I.F.	82-1975	1,162	1,340	1,410	1,570	160	11%
Unemployment	82-1980	10,474	9,035	10,810	6,800	(4,010)	- 37%
Compensable Leave Buyback	82-1986	0	0	0	0	0	0%
Personnel Services Totals:		**1,461,384**	**1,429,600**	**1,514,680**	**1,563,860**	**49,180**	**3%**
Materials & Services							
Telephones	82-2070	4,367	4,758	5,400	5,000	(400)	- 7%
Witness Fees	82-2250	1,825	2,286	3,000	3,000	0	0%
Grand Jury Fees	82-2258	872	796	1,000	1,000	0	0%
Membership Fees And Dues	82-2370	6,212	6,295	6,900	6,900	0	0%
Office Supplies	82-2410	4,887	4,767	4,900	5,900	1,000	20%
Books And Periodicals	82-2413	8,012	5,265	6,000	7,000	1,000	16%
Postage And Freight	82-2419	5,101	5,603	4,600	4,600	0	0%
Printing And Reproduction	82-2425	13,460	11,292	13,500	13,500	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Special Investigations	82-2474	15,307	17,151	45,000	37,000	(8,000)	- 17%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%

Special Victims Expense	82-2516	0	0	0	9,930	9,930	100%
Publi. And Legal Notices	82-2600	174	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	3,837	2,326	3,900	3,900	0	0%
Education And Training	82-2928	5,285	3,393	5,000	6,600	1,600	32%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	6,383	7,306	7,700	7,700	0	0%
Materials & Services Totals:		**75,722**	**71,237**	**106,900**	**112,030**	**5,130**	**4%**
Capital Outlay							
Office Equipment	82-4300	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**1,537,107**	**1,500,837**	**1,621,580**	**1,675,890**	**54,310**	**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 114 new cases for calendar year 2015.
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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	26,711	44,564	50,200	41,380	(8,820)	- 0%
Interest On Investments	124	150	0	0	0	0%
Reimburse Child Supp Svc	11,712	28,169	20,730	21,790	1,060	0%
State GF Reimburse	16,102	12,930	12,660	13,070	410	0%
Annual Fee pmts	1,981	1,869	2,170	2,000	(170)	- 0%
ARRA Child Support	0	0	0	0	0	0%
Child Support	122,222	104,393	111,040	115,790	4,750	0%
Franchise Fees	0	0	0	190	190	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	45,200	40,700	40,700	40,700	0	0%
Transfer from Other Funds	0	332	0	0	0	0%
Transfer from Bond Reserve Fun	10,900	50	0	0	0	0%
Total Revenue:	**234,953**	**233,157**	**237,500**	**234,920**	**(2,580)**	**- 1%**
Total Unappropriated Budget:	**44,564**	**44,388**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**- 1%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	104,465	111,385	115,320	118,390	3,070	2%
Personnel Benefits	52,529	45,098	47,860	45,680	(2,180)	- 4%
Material & Supplies	33,393	32,286	35,410	32,110	(3,300)	- 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	0	0	0	0%
Contingency	0	0	38,910	38,740	(170)	- 0%
Total Expenditures:	**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**- 1%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Senior Admin Supervisor	0.05	0.05	0.05	0.05	0.00	0%
Deputy DA II	0.06	0.03	0.03	0.00	(0.03)	- 100%
Deputy DA III	0.00	0.03	0.03	0.06	0.03	100%
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:	**2.11**	**2.11**	**2.11**	**2.11**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Child Support Collected	2,053,628	2,101,488	2,018,458	2,513,702	2,072,804	
Overall County Arrearages Collected	78%	76%	76.66%	75.3%	76%	
Overall State Arrearages Collected	52%	52%	52.9%	53.2%	53%	

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Senior Admin Supervisor	82-1119	3,221	3,289	3,370	3,460	90	2%
Deputy District Attorney	82-1172	0	0	0	6,040	6,040	100%
Deputy DA I	82-1173	0	0	0	0	0	0%
Deputy DA II	82-1174	3,531	2,457	2,610	0	(2,610)	- 100%
Deputy DA III	82-1175	1,373	2,885	3,050	0	(3,050)	- 100%
Child Support Agent I	82-1855	45,724	49,606	51,810	53,050	1,240	2%
Child Support Agent II	82-1856	50,617	53,148	54,480	55,840	1,360	2%
Extra Help - A.S. III	82-1940	694	1,046	1,000	1,000	0	0%
Overtime	82-1945	13	0	0	0	0	0%
F.I.C.A.	82-1950	7,874	8,428	8,900	9,130	230	2%
Retirement	82-1955	14,811	15,752	16,780	17,220	440	2%
Retirement Bond Payment	82-1958	8,400	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	17,311	16,944	17,890	13,440	(4,450)	- 24%
Dental Insurance	82-1965	1,380	1,364	1,390	1,410	20	1%
HSA Contribution	82-1966	220	165	220	2,220	2,000	909%
Benefits Admin Fees	82-1967	37	37	40	40	0	0%
Life Insurance	82-1970	163	163	160	160	0	0%
Salary Continuation Insur	82-1972	167	167	160	160	0	0%
S.A.I.F.	82-1975	154	156	160	180	20	12%
Unemployment	82-1980	1,306	876	1,160	720	(440)	- 37%
Personnel Services Totals:		**156,995**	**156,483**	**163,180**	**164,070**	**890**	**0%**
Materials & Services							
Banking Svcs Fee	82-2002	16	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(17)	0	0	0	0	0%
Telephones	82-2070	444	542	700	600	(100)	- 14%
Insurance	82-2200	0	609	610	710	100	16%
Office Supplies	82-2410	202	625	2,300	3,200	900	39%
Postage And Freight	82-2419	2,635	2,705	2,500	2,500	0	0%
Printing And Reproduction	82-2425	1,126	470	1,200	900	(300)	- 25%
PC Equipment	82-2455	3,186	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Special Investigations	82-2474	373	216	700	600	(100)	- 14%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	488	2,368	700	1,000	300	42%
Reimbursed Travel Expense	82-2930	640	152	2,100	1,000	(1,100)	- 52%
Indirect Cost Allocation	82-3210	24,300	24,600	24,600	21,600	(3,000)	- 12%
Materials & Services Totals:		**33,393**	**32,286**	**35,410**	**32,110**	**(3,300)**	**- 9%**
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	38,910	38,740	(170)	- 0%
Contingencies Totals:		**0**	**0**	**38,910**	**38,740**	**(170)**	**- 0%**
Total Expenditures:		**190,388**	**188,769**	**237,500**	**234,920**	**(2,580)**	**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.
Workload Measures have not been provided in the past few years as the previous medical examiner did not keep track of the number of calls.
The BOCC approved a substantial increase in the service level of this program in late 2015 for the second half of the 15-16 fiscal year. The proposed budget continues those enhanced service levels. The funding combines both the traditional and statutory obligations of the District Medical Examiner with expert consultation on other matters either not resulting in death (and therefore beyond the jurisdiction of the DME) or specialized knowledge that the DA's office would otherwise have to "purchase ala carte," meaning independently hire an expert or experts to offer an opinion about the nature and cause of certain injuries and the subsequent testimony in grand jury and in trials. The position, as staffed, provides both services without incurring extra costs. It also contemplates a high service level as Medical Examiner, particularly when it comes to explaining cause and manner of death not just to law enforcement officials, but particularly to the surviving families.

Major Accomplishments

Provided county medical examiner services 24/7. The Medical Examiner has been on call and on the scene of every suspicious death, not merely those of criminal interest. The medical examiner also does extensive death notifications to families and provides services to grieving families.

Budget Highlights

Although there is no "set" amount of time required for providing services to people at what are the worst moments of their lives, the Clatsop County Medical Examiner takes pride in being both compassionate and comprehensive in death investigations. In cases that have major criminal implications, like the two aggravated murder cases currently pending, that can mean speaking to survivors about the medical aspect and some medicolegal aspects of the death investigation (for example, the need for an autopsy or sometimes the reason no autopsy is appropriate). Some cases that are NOT criminal can nonetheless take enormous amounts of M.E. time, for example the crash of a small airplane into a house in Gearhart a few years ago.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	38,000	56,496	57,500	104,010	46,510	80%
Total Revenue:	**38,000**	**56,496**	**57,500**	**104,010**	**46,510**	**80%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	80,000	80,000	0%
Personnel Benefits	0	0	0	21,510	21,510	0%
Material & Supplies	38,000	56,496	57,500	2,500	(55,000)	- 95%
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:	**38,000**	**56,496**	**57,500**	**104,010**	**46,510**	**80%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Medical Examiner	0.00	0.00	0.80	0.80	0.00	0%
Total Personnel:	**0.00**	**0.00**	**0.80**	**0.80**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Medical Examiner Cases	Count	0	0	0	145	0	0
Cases Investigated	Count	0	0	0	91	0	0
Extended Investigations Conducted	Count	0	0	0	52	0	0
Suicides	Count	0	0	0	9	0	0
Accidents	Count	0	0	0	21	0	0
Natural Deaths	Count	0	0	0	115	0	0

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Medical Examiner	82-1202	0	0	0	80,000	80,000	100%
Extra Help Medical Examiner	82-1902	0	0	0	0	0	0%
F.I.C.A.	82-1950	0	0	0	6,120	6,120	100%
Retirement	82-1955	0	0	0	8,760	8,760	100%
Medical/Dental Ins	82-1960	0	0	0	0	0	0%
Medical Insurance	82-1964	0	0	0	4,430	4,430	100%
Dental Insurance	82-1965	0	0	0	490	490	100%
HSA Contribution	82-1966	0	0	0	800	800	100%
Benefits Admin Fees	82-1967	0	0	0	30	30	100%
Life/AD&D Insurance	82-1970	0	0	0	80	80	100%
Salary Continuation Insur	82-1972	0	0	0	220	220	100%
S.A.I.F.	82-1975	0	0	0	100	100	100%
Unemployment	82-1980	0	0	0	480	480	100%
Personnel Services Totals:		**0**	**0**	**0**	**101,510**	**101,510**	**100%**
Materials & Services							
Telephones	82-2070	600	0	0	0	0	0%
Medical Supplies	82-2345	0	0	0	0	0	0%
Contractual Services	82-2471	36,000	54,996	55,000	0	(55,000)	- 100%
Administration	82-2475	0	0	0	0	0	0%
Medical Services	82-2502	0	0	0	0	0	0%
Body Transportation Costs	82-2508	500	1,500	2,500	2,500	0	0%
Vehicle Maintenance & Use	82-2923	900	0	0	0	0	0%
Materials & Services Totals:		**38,000**	**56,496**	**57,500**	**2,500**	**(55,000)**	**- 95%**
Total Expenditures:		**38,000**	**56,496**	**57,500**	**104,010**	**46,510**	**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 division will take all fingerprints for licenses and background checks.

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

Completed cross-training of employees.
Purged past closed cases evidence.
Maintained approval time for CHL's even with substantial increase of applications.

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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Weapon Permits	31,818	26,748	25,000	25,000	0	0%
Towing Ord Fees	150	540	300	400	100	0%
Revenue From Rled	131,102	132,693	147,560	141,610	(5,950)	- 0%
Sheriff Civil Fees	62,762	76,394	43,000	60,000	17,000	0%
Sheriff Alarm Fees	2,750	2,960	2,900	2,900	0	0%
Finger Prints	0	0	5,000	10,000	5,000	1%
Copy Fees	1,941	1,620	1,800	1,800	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	42	24	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Miscellaneous Revenue	0	35	0	0	0	0%
General Fund Support	137,246	134,136	188,990	160,900	(28,090)	- 14%
Total Revenue:	**367,810**	**375,150**	**414,550**	**402,610**	**(11,940)**	**- 2%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	209,934	219,591	225,490	231,090	5,600	2%
Personnel Benefits	124,592	112,518	121,890	117,580	(4,310)	- 3%
Material & Supplies	33,284	43,040	67,170	53,940	(13,230)	- 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	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**367,810**	**375,150**	**414,550**	**402,610**	**(11,940)**	**- 2%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Support Div Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	3.50	3.50	3.50	3.50	0.00	0%
Total Personnel:	**4.50**	**4.50**	**4.50**	**4.50**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Concealed handgun Permits Processed	402	698	619	530	383	500
Alarm Permits Processed	129	115	118	112	107	100
Warrants Entered	1124	1148	1132	1340	769	900
Civil Papers Processed			2756	1836	1067	2000

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Support Div Supervisor	82-1117	64,457	65,782	67,430	69,110	1,680	2%
Staff Assistant	82-1191	145,477	153,809	158,060	161,980	3,920	2%
Extra Help - A.S. III	82-1940	7,445	12,525	13,000	13,000	0	0%
Overtime	82-1945	131	286	5,000	5,000	0	0%
F.I.C.A.	82-1950	15,986	17,107	18,630	19,060	430	2%
Retirement	82-1955	28,723	31,356	30,420	31,160	740	2%
Retirement Bond Payment	82-1958	17,500	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	43,180	40,926	43,540	35,000	(8,540)	- 19%
Dental Insurance	82-1965	5,448	5,384	5,490	5,550	60	1%
HSA Contribution	82-1966	2,000	1,500	2,000	6,000	4,000	200%
Benefits Admin Fees	82-1967	206	171	170	120	(50)	- 29%
Life Insurance	82-1970	370	376	370	370	0	0%
Salary Continuation Insur	82-1972	439	449	450	460	10	2%
S.A.I.F.	82-1975	339	383	390	370	(20)	- 5%
Unemployment	82-1980	2,825	2,056	2,430	1,490	(940)	- 38%
Personnel Services Totals:		**334,526**	**332,109**	**347,380**	**348,670**	**1,290**	**0%**
Materials & Services							
Clothing And Uniform Exp.	82-2040	350	194	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	35	40	40	0	0%
Membership Fees And Dues	82-2370	130	140	200	200	0	0%
Office Supplies	82-2410	5,176	5,856	6,000	6,200	200	3%
Awards	82-2412	147	35	200	200	0	0%
Books And Periodicals	82-2413	64	41	100	100	0	0%
Postage And Freight	82-2419	6,560	9,272	9,000	9,000	0	0%
Records And Forms	82-2422	1,861	2,126	3,000	3,000	0	0%
Printing And Reproduction	82-2425	9,306	10,538	12,000	12,000	0	0%
Photographic Supplies	82-2427	342	55	400	500	100	25%
Office Furniture & Equipment	82-2454	516	0	20,000	2,000	(18,000)	- 90%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	5,245	10,657	5,600	9,000	3,400	60%
Publi. And Legal Notices	82-2600	264	261	530	600	70	13%
Education And Training	82-2928	1,050	957	3,000	2,000	(1,000)	- 33%
Reimbursed Travel Expense	82-2930	1,776	2,391	4,000	6,000	2,000	50%
Utilities	82-2960	497	482	500	500	0	0%
Materials & Services Totals:		**33,284**	**43,040**	**67,170**	**53,940**	**(13,230)**	**- 19%**
Total Expenditures:		**367,810**	**375,150**	**414,550**	**402,610**	**(11,940)**	**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

Maintained response time standard with significant staffing shortages.
Provided significant assistance to outside agencies in their time of need.
Initiated Critical Incident Training for all sworn personnel.
Increased Defensive Tactics/Less Lethal Training

Performance Measures

Increase simulation training incorporating all aspects of contact and use of force options.
Maintain high level of accountability for citizen service request program.
Fully staff division and reduce the use of reserves to cover low shifts.
Develop reserve program to provide seasonal deputies.

Budget Highlights

Revenue has increased by $46,430 primarily due to increased Rural Law Enforcement District (RLED) funding as a percentage of expenditures and $20,000 in donations for the drug canine program. There is a $93,730 increase in expenditures due to negotiated contract changes and an increase for dispatch services contract. There is a significant increase in cost for the dispatch contract with Astoria Police Department, which is driven by their increased personnel costs and a higher percentage of calls the Sheriff's Office handles. This budget also includes the capital cost of a new drug canine, which will have no fiscal impact on the county as the cost is covered by donated funds.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Sheriff Fines & Fees	27,996	33,275	27,500	30,000	2,500	0%
Timber State Enfrmt Fund Reven	68,100	64,410	68,100	66,900	(1,200)	- 0%
OHV Grant	34,225	28,439	31,310	31,780	470	0%
St. - Prisoner Transport	824	2,438	0	0	0	0%
Revenue From Rled	2,047,450	1,944,594	2,100,740	2,142,190	41,450	0%
Fees for Services	4,675	4,540	1,700	1,700	0	0%
Forest Patrol	16,020	15,232	15,000	12,000	(3,000)	- 0%
Beach Patrol	26,660	35,221	34,200	30,000	(4,200)	- 0%
Fort Steven's Park Patrol	0	520	0	0	0	0%
Anti Drug - Restitution	0	4,134	1,000	0	(1,000)	- 1%
Forfeiture - Anti-drug	0	320	1,000	1,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refunds & Reimbursemen	2,255	1,240	0	0	0	0%
Revenue From Courthouse Securi	0	1,000	0	0	0	0%
Lease Revenue	4,785	5,065	5,240	4,890	(350)	- 0%
Donations From Trust	7,854	1,380	4,000	24,000	20,000	5%
Miscellaneous Revenue	40	0	0	0	0	0%
Equip. Auction & Sales	15,950	16,027	2,000	2,000	0	0%
Transfer from Other Funds	0	40,300	10,000	0	(10,000)	- 1%
General Fund Support	969,037	1,066,370	1,140,860	1,187,590	46,730	4%
Total Revenue:	**3,225,872**	**3,264,505**	**3,442,650**	**3,534,050**	**91,400**	**2%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	1,438,793	1,545,472	1,622,460	1,658,980	36,520	2%
Personnel Benefits	1,148,471	1,000,929	1,133,550	1,106,120	(27,430)	- 2%
Material & Supplies	630,754	716,723	682,640	744,950	62,310	9%
Special Payments	7,854	1,380	4,000	4,000	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	20,000	20,000	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**3,225,872**	**3,264,505**	**3,442,650**	**3,534,050**	**91,400**	**2%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Sheriff	1.00	1.00	1.00	1.00	0.00	0%
Chief Deputy Sheriff	0.90	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	8.00	5.00	7.00	6.00	(1.00)	- 14%
Deputy Sheriff	4.00	7.50	7.50	7.00	(0.50)	- 6%
Resident Deputy	3.00	3.00	3.00	3.00	0.00	0%
Total Personnel:	**21.90**	**22.40**	**24.40**	**22.90**	**(1.50)**	**- 6%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Serve Civil Process	Count	1,670	1,680	1,752	1,710	1,067	1,700
Conduct Traffic Stops	Count	3,329	4,255	4,236	4,491	2,227	4,400
Conduct Field Interviews	Count	443	643	954	1,569	624	1,400
Arrest DUII Drivers	Count	59	64	45	56	31	60
Respond to Calls For Service	Count	11,071	13,078	14,519	15,803	8,957	15,000
Average Response Time in Minutes	Count	0	22	20	23	25	25

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Sheriff	82-1030	109,840	112,180	114,980	118,320	3,340	2%
Chief Deputy Sheriff	82-1110	89,423	91,282	94,500	96,810	2,310	2%
Sergeant	82-1116	305,558	309,424	320,530	325,730	5,200	1%
Special Detective	82-1177	67,124	63,969	68,390	70,050	1,660	2%
Deputy Sheriff SR	82-1515	320,322	313,511	442,140	525,720	83,580	18%
Deputy Sheriff	82-1520	389,138	468,435	387,570	317,780	(69,790)	- 18%
Resident Deputy	82-1521	157,388	186,670	194,350	204,570	10,220	5%
Extra Help - Dep. Sheriff	82-1915	110,662	77,170	85,000	85,000	0	0%
Overtime	82-1945	99,606	119,777	135,000	135,000	0	0%
Remuneration	82-1947	0	0	0	0	0	0%
F.I.C.A.	82-1950	122,286	128,071	140,950	143,710	2,760	1%
Retirement	82-1955	238,633	258,240	295,590	295,030	(560)	- 0%
Retirement Bond Payment	82-1958	128,000	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	317,756	294,726	330,770	315,100	(15,670)	- 4%
Dental Insurance	82-1965	34,829	37,994	40,460	36,160	(4,300)	- 10%
HSA Contribution	82-1966	40,800	31,600	44,800	40,800	(4,000)	- 8%
Benefits Admin Fees	82-1967	589	561	560	570	10	1%
Life Insurance	82-1970	1,477	1,573	1,530	1,310	(220)	- 14%
Salary Continuation Insur	82-1972	2,319	2,440	2,380	2,210	(170)	- 7%
S.A.I.F.	82-1975	34,264	33,964	38,090	39,960	1,870	4%
Unemployment	82-1980	17,252	14,812	18,420	11,270	(7,150)	- 38%
Personnel Services Totals:		**2,587,264**	**2,546,401**	**2,756,010**	**2,765,100**	**9,090**	**0%**
Materials & Services							
Equipment Reimbursement	82-2039	2,711	2,938	5,750	5,750	0	0%
Clothing And Uniform Exp.	82-2040	8,689	10,412	10,000	10,000	0	0%
Uniform Cleaning	82-2041	1,589	1,670	2,000	2,000	0	0%
Telephones	82-2070	27,833	34,704	30,500	36,000	5,500	18%
Canine Maintenance	82-2166	1,687	1,058	1,800	4,000	2,200	122%
Prof And Spec Services	82-2245	140	140	0	0	0	0%
Maintenance - Equipment	82-2260	280	2,534	5,000	3,000	(2,000)	- 40%
Maint. - Comm. Equipment	82-2262	10,649	14,006	16,000	15,000	(1,000)	- 6%
General Equipment	82-2268	10,875	6,791	7,000	7,000	0	0%
Employee Drug Screen	82-2302	160	0	100	100	0	0%
Public Emergency Assistance	82-2310	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	620	545	1,100	1,100	0	0%
Books And Periodicals	82-2413	953	297	1,000	1,000	0	0%
Prof And Spec Services	82-2450	0	0	140	0	(140)	- 100%
Legal Services	82-2469	70,750	116,031	0	0	0	0%
Contractual Services	82-2471	228,442	274,913	307,550	357,100	49,550	16%
Physical Exams	82-2505	2,330	35	2,550	2,600	50	1%

Publi. And Legal Notices	82-2600	0	139	300	300	0	0%
Rts. & Lea. - S., I. & G.	82-2670	23,758	26,594	27,350	32,000	4,650	17%
Investigative Supplies	82-2770	2,377	4,957	5,500	7,000	1,500	27%
Patrol Supplies	82-2771	7,035	5,603	8,000	8,000	0	0%
Search And Rescue	82-2772	11,769	9,767	12,000	12,000	0	0%
Ammunition	82-2773	9,392	4,946	15,000	15,000	0	0%
Flash And Seed Money	82-2774	0	0	5,000	5,000	0	0%
Reserves Expense	82-2781	2,197	2,093	4,000	4,000	0	0%
Vehicle Maintenance & Use	82-2923	185,293	169,649	190,000	190,000	0	0%
Education And Training	82-2928	8,590	11,601	10,000	11,000	1,000	10%
Reimbursed Travel Expense	82-2930	12,635	15,302	15,000	16,000	1,000	6%
Materials & Services Totals:		**630,754**	**716,723**	**682,640**	**744,950**	**62,310**	**9%**
Special Payments							
Unallocated Donations	82-3141	7,854	1,380	4,000	4,000	0	0%
Special Payments Totals:		**7,854**	**1,380**	**4,000**	**4,000**	**0**	**0%**
Capital Outlay							
Police Cars	82-4216	0	0	0	0	0	0%
Misc Equipment Sheriff	82-4895	0	0	0	20,000	20,000	100%
Capital Outlay Totals:		**0**	**0**	**0**	**20,000**	**20,000**	**100%**
Total Expenditures:		**3,225,872**	**3,264,505**	**3,442,650**	**3,534,050**	**91,400**	**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

Inmates signing up for Oregon Health Plan prior to release.
Fully implemented mental health treatment program.
Improved supervision and accountability in use of force incidents.
Increased number of General Inspections.

Performance Measures

Increase training for staff development.
Implement Lexipol Policy Manual
Train new supervisors
Reduce number of inmate to inmate assaults

Budget Highlights

Revenue has experienced a significant decline of $57,350 primarily due to a reduction in state support and the inability to hold inmates long enough to take advantage of federal and state reimbursement programs. Fingerprint revenue will no longer be received due to the Support Division taking over that function. Commissary will not longer be able to contribute to the General Fund due to Federal Legislation that severely impacted telephone revenue.

Expenses have increased by approximately $140,250 largely due to negotiated contract changes and step increases for newer employees. Overall the budget remains below the mandated base budget amount of $3,78,660 by $107,140.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Corrections Prog Sb1065	21,788	23,290	22,000	22,000	0	0%
St. - Prisoner Transport	819	732	1,600	800	(800)	- 0%
SB 395	35,762	19,767	15,000	5,000	(10,000)	- 0%
Justice Reimb. Act HB3194	63,387	0	31,690	0	(31,690)	- 1%
Office of Justice Programs	11,298	5,373	5,300	3,000	(2,300)	- 0%
Social Security Inmate Fee	6,000	4,600	6,000	5,000	(1,000)	- 0%
Co. Jail Inmate Fees	9,965	12,300	10,000	8,000	(2,000)	- 0%
Community Corrections Revenue	14,950	26,740	31,120	31,000	(120)	0%
Electronic Monitoring	5,976	10,558	5,400	10,000	4,600	0%
Finger Prints	10,155	9,819	5,000	0	(5,000)	- 1%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	629	328	0	0	0	0%
Rev Courthouse Security	52,600	51,650	50,550	53,610	3,060	0%
Revenue From Jail Commissary	0	12,000	0	0	0	0%
Miscellaneous Revenue	0	0	100	0	(100)	- 1%
Transfer from Jail Commissary	12,000	0	12,000	0	(12,000)	- 1%
General Fund Support	2,593,998	2,407,874	2,635,410	2,831,640	196,230	7%
Total Revenue:	**2,839,327**	**2,585,031**	**2,831,170**	**2,970,050**	**138,880**	**4%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	1,441,071	1,390,259	1,493,030	1,592,240	99,210	6%
Personnel Benefits	971,025	810,010	954,440	988,510	34,070	3%
Material & Supplies	427,231	384,762	383,700	389,300	5,600	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:	**2,839,327**	**2,585,031**	**2,831,170**	**2,970,050**	**138,880**	**4%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Lieutenant	1.00	1.00	1.00	1.00	0.00	0%
Sergeant	3.00	3.00	4.00	4.00	0.00	0%
Deputy Sheriff SR	13.00	11.00	10.00	10.00	0.00	0%
Deputy Sheriff	4.00	6.00	7.00	7.00	0.00	0%
Control Room Tech.	2.00	2.00	2.00	2.00	0.00	0%
Total Personnel:	**23.00**	**23.00**	**24.00**	**24.00**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Completed bookings	Count	2,641	2,424	2,337	2,387	1,034	2,400
Civilian Fingerprints	Count	640	681	677	655	315	0
Cell Searches	Count	46	52	19	37	58	55
Program Hours	Count	0	504	247	288	312	312
Inmate to Inmate Assaults	Count	6	11	14	0	5	5
Escapes	Count	0	0	0	0	0	0
Inmate to Staff Assaults	Count	1	1	4	0	2	1
Matrix Releases	Count	192	178	196	360	196	300

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Lieutenant	82-1113	89,145	87,430	87,190	93,660	6,470	7%
Sergeant	82-1116	229,667	211,872	300,320	315,700	15,380	5%
Deputy Sheriff SR	82-1515	758,685	684,767	632,530	705,440	72,910	11%
Deputy Sheriff	82-1520	282,989	325,164	390,090	388,990	(1,100)	- 0%
Control Room Tech.	82-1530	80,586	81,026	82,900	88,450	5,550	6%
Extra Help - Dep. Sheriff	82-1915	4,179	17,766	10,000	10,000	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	91,581	105,976	120,000	120,000	0	0%
Remuneration	82-1947	0	0	0	0	0	0%
F.I.C.A.	82-1950	113,301	111,290	124,160	131,750	7,590	6%
Retirement	82-1955	226,225	215,269	255,980	266,870	10,890	4%
Retirement Bond Payment	82-1958	122,700	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	284,925	250,350	309,940	327,030	17,090	5%
Dental Insurance	82-1965	29,465	30,339	35,230	36,160	930	2%
HSA Contribution	82-1966	41,000	30,583	44,000	45,000	1,000	2%
Benefits Admin Fees	82-1967	516	504	490	520	30	6%
Life Insurance	82-1970	1,460	1,442	1,500	1,370	(130)	- 8%
Salary Continuation Insur	82-1972	2,160	2,111	2,140	2,360	220	10%
S.A.I.F.	82-1975	37,132	32,063	34,770	37,120	2,350	6%
Unemployment	82-1980	16,382	12,318	16,230	10,330	(5,900)	- 36%
Personnel Services Totals:		**2,412,096**	**2,200,269**	**2,447,470**	**2,580,750**	**133,280**	**5%**
Materials & Services							
Equipment Reimbursement	82-2039	3,165	3,047	5,500	5,500	0	0%
Clothing And Uniform Exp.	82-2040	9,552	4,212	12,000	15,000	3,000	25%
Uniform Cleaning	82-2041	3,012	3,311	3,100	3,100	0	0%
Telephones	82-2070	8,053	8,762	8,000	8,000	0	0%
Jail Supplies	82-2162	11,567	13,463	15,000	15,000	0	0%
Maintenance - Equipment	82-2260	17,248	2,833	12,000	6,000	(6,000)	- 50%
General Equipment	82-2268	3,076	8,491	10,000	10,000	0	0%
Employee Drug Screen	82-2302	200	120	200	200	0	0%
Membership Fees And Dues	82-2370	275	2,252	7,500	2,500	(5,000)	- 66%
Books And Periodicals	82-2413	0	467	500	500	0	0%
Printing And Reproduction	82-2425	0	0	0	0	0	0%
Justice Benefits	82-2460	2,486	1,182	1,500	500	(1,000)	- 66%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	150,923	147,894	153,000	159,000	6,000	3%
Contract Srvcs/Mental Health	82-2484	8,100	4,428	15,000	15,000	0	0%
Med., Dent., & Lab Ser.	82-2504	0	0	0	0	0	0%
Physical Exams	82-2505	3,645	1,470	2,000	2,500	500	25%
Publi. And Legal Notices	82-2600	0	186	0	0	0	0%

Jail Beds Lease	82-2635	169,290	156,145	100,000	100,000	0	0%
Vehicle Maintenance & Use	82-2923	26,937	11,191	18,000	17,500	(500)	- 2%
Education And Training	82-2928	1,393	3,034	5,000	7,000	2,000	40%
Reimbursed Travel Expense	82-2930	4,823	7,123	10,000	12,000	2,000	20%
Electric Monitoring	82-3079	3,488	5,150	5,400	10,000	4,600	85%
Materials & Services Totals:		**427,231**	**384,762**	**383,700**	**389,300**	**5,600**	**1%**
Capital Outlay							
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**2,839,327**	**2,585,031**	**2,831,170**	**2,970,050**	**138,880**	**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. Budget remained below the base budget amount.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Co. Jail Inmate Fees	6,300	4,098	4,000	4,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	2,697	0	0	0	0	0%
Jail Nurse Services to Juvenil	11,250	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	318,056	311,609	395,540	414,110	18,570	4%
Total Revenue:	**338,303**	**315,707**	**399,540**	**418,110**	**18,570**	**4%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	129,231	135,024	139,340	149,260	9,920	7%
Personnel Benefits	80,473	54,522	68,200	77,060	8,860	12%
Material & Supplies	128,599	126,160	192,000	191,790	(210)	- 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:	**338,303**	**315,707**	**399,540**	**418,110**	**18,570**	**4%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Reduce number of medical grievances	Count	5	1	6	4	5	5
Maintain Overtime at or below	Count	1,347	1,298	13,403	3,042	2,637	5,000
Provide Mental Health Counseling	Count	75	52	64	100	67	100
Provide TB Tests	Count	580	510	416	298	140	150
Provide formalized medical screening	Count	180	480	416	145	53	150

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Clinical Manager	82-1095	74,703	76,294	78,200	80,160	1,960	2%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse I	82-1207	54,528	58,730	61,140	0	(61,140)	- 100%
Public Health Nurse II	82-1209	0	0	0	69,100	69,100	100%
Overtime	82-1945	13,404	3,042	10,000	10,000	0	0%
F.I.C.A.	82-1950	10,624	10,281	11,420	12,180	760	6%
Retirement	82-1955	20,243	19,772	22,690	23,910	1,220	5%
Retirement Bond Payment	82-1958	10,700	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	18,352	15,301	16,820	23,570	6,750	40%
Dental Insurance	82-1965	1,801	1,780	1,820	2,440	620	34%
HSA Contribution	82-1966	3,000	2,250	3,000	3,000	0	0%
Benefits Admin Fees	82-1967	45	45	50	40	(10)	- 20%
Life/AD&D Insurance	82-1970	222	222	200	200	0	0%
Salary Continuation Insur	82-1972	288	288	290	290	0	0%
S.A.I.F.	82-1975	328	366	420	470	50	11%
Unemployment	82-1980	1,467	1,174	1,490	960	(530)	- 35%
Personnel Services Totals:		**209,704**	**189,547**	**207,540**	**226,320**	**18,780**	**9%**
Materials & Services							
Telephones	82-2070	0	0	900	0	(900)	- 100%
License And Permit Fees	82-2240	200	275	500	500	0	0%
Med., Dent., & Lab Supp.	82-2340	1,194	2,583	1,500	1,500	0	0%
Medical Supplies	82-2345	1,067	1,469	3,000	3,000	0	0%
Pharmacy	82-2347	30,643	24,700	45,000	45,000	0	0%
Printing And Reproduction	82-2425	0	170	0	0	0	0%
Contract Personnel	82-2470	27,084	27,084	27,600	28,290	690	2%
Med., Dent., & Lab Ser.	82-2504	67,647	69,879	110,000	110,000	0	0%
Education And Training	82-2928	765	0	1,500	1,500	0	0%
Reimbursed Travel Expense	82-2930	0	0	2,000	2,000	0	0%
Materials & Services Totals:		**128,599**	**126,160**	**192,000**	**191,790**	**(210)**	**- 0%**
Total Expenditures:		**338,303**	**315,707**	**399,540**	**418,110**	**18,570**	**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

The Work Crew did not operate the majority of the fiscal year due to severe staffing shortages.

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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Corrections Prog Sb1065	22,204	23,296	22,590	22,590	0	0%
Community Corrections Revenue	0	0	7,000	7,000	0	0%
Work Crew	5,065	3,830	4,000	4,000	0	0%
Wood Sales	2,941	1,630	2,000	2,000	0	0%
Miscellaneous Services	5,174	5,932	5,000	5,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	1	0	0	0	0	0%
Miscellaneous Revenue	0	0	100	0	(100)	- 1%
Equip. Auction & Sales	127	0	0	0	0	0%
General Fund Support	152,778	72,347	194,140	201,060	6,920	3%
Total Revenue:	**188,291**	**107,035**	**234,830**	**241,650**	**6,820**	**2%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	102,378	64,073	131,490	134,800	3,310	2%
Personnel Benefits	67,538	30,690	78,340	81,550	3,210	4%
Material & Supplies	18,375	12,272	25,000	25,300	300	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:	**188,291**	**107,035**	**234,830**	**241,650**	**6,820**	**2%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Deputy Sheriff SR	2.00	1.00	2.00	1.00	(1.00)	- 50%
Deputy Sheriff	0.00	1.00	0.00	1.00	1.00	100%
Total Personnel:	**2.00**	**2.00**	**2.00**	**2.00**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Inmate Hours provided to B&G	Count	1,132	328	102	49	4	100
Inmate hours to inter-government agencies	Count	8,425	6,373	1,383	1,063	0	1,500
Truckloads of wood sold	Count	157	262	170	102	89	160
SAIF Claims	Count	3	2	1	0	0	2
Unautorized Departures	Count	42	25	26	45	20	50
Inmate Hours Spent on Contracts	Count	2,234	1,877	1,106	1,201	0	800
Inmate Hours spent on public	Count	3,366	738	1,200	3,375	0	1,200

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Deputy Sheriff SR	82-1515	0	49,853	131,490	73,440	(58,050)	- 44%
Deputy Sheriff	82-1520	102,378	14,220	0	61,360	61,360	100%
Overtime	82-1945	5,333	2,610	7,200	7,200	0	0%
Remuneration	82-1947	0	0	0	0	0	0%
F.I.C.A.	82-1950	8,019	4,985	10,610	10,860	250	2%
Retirement	82-1955	16,028	10,519	23,180	25,750	2,570	11%
Retirement Bond Payment	82-1958	10,200	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	19,252	8,058	25,820	26,600	780	3%
Dental Insurance	82-1965	1,994	1,048	3,090	3,120	30	0%
HSA Contribution	82-1966	3,000	1,500	4,000	4,000	0	0%
Benefits Admin Fees	82-1967	43	34	40	20	(20)	- 50%
Life/AD&D Insurance	82-1970	99	56	110	110	0	0%
Salary Continuation Insur	82-1972	126	72	140	140	0	0%
S.A.I.F.	82-1975	2,207	1,266	2,760	2,900	140	5%
Unemployment	82-1980	1,237	542	1,390	850	(540)	- 38%
Personnel Services Totals:		**169,915**	**94,763**	**209,830**	**216,350**	**6,520**	**3%**
Materials & Services							
Equipment Reimbursement	82-2039	0	184	500	500	0	0%
Clothing And Uniform Exp.	82-2040	0	98	500	500	0	0%
Uniform Cleaning	82-2041	0	0	300	0	(300)	- 100%
Telephones	82-2070	128	412	700	700	0	0%
Maintenance - Equipment	82-2260	1,772	2,162	3,800	5,000	1,200	31%
Maint. - Comm. Equipment	82-2262	0	0	600	0	(600)	- 100%
Maintenance S.I.G.	82-2300	718	0	800	800	0	0%
Work Crew Supplies	82-2769	1,229	2,550	2,900	2,900	0	0%
Vehicle Maintenance & Use	82-2923	13,791	6,694	13,500	13,500	0	0%
Education And Training	82-2928	200	0	400	400	0	0%
Reimbursed Travel Expense	82-2930	538	173	1,000	1,000	0	0%
Materials & Services Totals:		**18,375**	**12,272**	**25,000**	**25,300**	**300**	**1%**
Total Expenditures:		**188,291**	**107,035**	**234,830**	**241,650**	**6,820**	**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, Ambulance Service Advisory Plan and Local Emergency Planning Committee Plan for Clatsop County. Each required 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' preparedness fair & 5K run.
Continued growth of the Teen CERT program.
Provided hazardous materials training to first responders and private sector.
Contributed resources, meeting facilitation and training support for all CERT teams.
Installed 'You Are Here' signs in 86 locations throughout the inundation zone.
Provided special event coordination for Hood to Coast.
Participated in regional mass fatality and amateur radio workgroups.
Updated Clatsop County Emergency Operations Plan to include new annexes.
Hosted first countywide CERT training.
Partnered to establish two semi-annual weekend CERT trainings with local leaders at Camp Kiwanilong.
Updated County Hazardous Materials Plan following 3-year exercise planning effort.
Coordinated participation for 22 local agencies and military teams to conduct Cascadia Rising, a regional earthquake/tsunami exercise.
Increased users of the mass notification system.

Performance Measures

Performance measures for the 2016-17 budget process are a continuation of those started in 2014-15, during which time metrics were revised to more accurately reflect how Emergency Management aligns activities to support Board, Department and community goals.

Budget Highlights

Our primary focus for 2016-17 is to maintain the standards established in 2015-16 for providing outreach, information and support to our local community, partnering agencies and citizens alike, but we also have some big projects on the horizon. To that end we are requesting an additional emergency coordinator to replace the Americorps volunteer that has served in that capacity for the past two years. One of our bigger projects is to lead a grant-funded Continuity of Operations planning process for Clatsop County and the cities which will render jurisdictions in a better place to maintain government after a catastrophic event. (Put the HS grant project here if received.) Another project is the continuation of our 'You Are Here' sign project which entails rounding out the evacuation route sign system throughout the county with an established stakeholder work group. With the CERT leadership/training team built during 2015-16, we will move forward with our plan to conduct annual spring and fall training at Camp Kiwanilong.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Homeland Security Grant	39,026	0	0	0	0	0%
FEMA Reimbursement	518	962	0	1,100	1,100	0%
LEPC Grant	9,343	26,925	0	0	0	0%
EMPG	102,802	90,412	70,000	68,180	(1,820)	- 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%
Rev. Refunds & Reim.	1,447	1,465	0	0	0	0%
Donations	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	149,201	152,339	221,300	222,020	720	0%
Total Revenue:	**302,337**	**272,103**	**291,300**	**291,300**	**0**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	102,616	144,948	150,830	170,920	20,090	13%
Personnel Benefits	54,255	40,860	43,510	63,070	19,560	44%
Material & Supplies	88,869	85,632	96,960	57,310	(39,650)	- 40%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	56,597	663	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**302,337**	**272,103**	**291,300**	**291,300**	**0**	**0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Admin. Services Director	0.00	0.30	0.30	0.00	(0.30)	- 100%
Emergency Svc Manager	1.00	1.00	1.00	1.00	0.00	0%
Emergency Svc Coordinator	0.60	0.60	0.60	1.20	0.60	100%
Network Administrator	0.00	0.00	0.00	0.11	0.11	100%
	0.30	0.00	0.00	0.00	0.00	0%
Total Personnel:	**1.90**	**1.90**	**1.90**	**2.31**	**0.41**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Public Employees Trained		149	146	105	151	
Volunteers Trained		60	38	134	253	
Outreach Programs Delivered		9	10	24	18	
Volunteer Hours Contributed		858	946	400	635	
ARES/RACES Radio Tests & Exercises		12	15	25	30	
Trainings Conducted		14	6	16	8	
Number of Exercises or Actual Occurences			4	12	6	
Press Releases/Advertisements		12	5	50	17	
Number of Facebook Posts		0	2	32	56	
Plan Reviews Performed		1	1	7	9	

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Admin. Services Director	82-1087	0	32,711	32,320	0	(32,320)	- 100%
Emergency Svc Manager	82-1124	60,252	66,244	71,940	80,980	9,040	12%
Emergency Svc Coordinator	82-1125	42,364	45,993	46,570	82,970	36,400	78%
Staff Assistant	82-1191	0	0	0	0	0	0%
Network Administrator	82-1390	0	0	0	6,970	6,970	100%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	250	101	0	0	0	0%
F.I.C.A.	82-1950	9,642	10,793	11,540	13,080	1,540	13%
Retirement	82-1955	18,788	20,164	20,750	23,230	2,480	11%
Retirement Bond Payment	82-1958	10,500	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	8,908	4,309	4,740	18,130	13,390	282%
Dental Insurance	82-1965	1,274	1,358	1,280	2,000	720	56%
HSA Contribution	82-1966	600	300	600	1,420	820	136%
Benefits Admin Fees	82-1967	65	43	40	40	0	0%
Life Insurance	82-1970	256	253	230	310	80	34%
Salary Continuation Insur	82-1972	366	377	420	470	50	11%
S.A.I.F.	82-1975	2,122	1,987	2,400	3,360	960	40%
Unemployment	82-1980	1,484	1,174	1,510	1,030	(480)	- 31%
Personnel Services Totals:		**156,871**	**185,808**	**194,340**	**233,990**	**39,650**	**20%**
Materials & Services							
Telephones	82-2070	4,465	4,700	7,000	7,800	800	11%
Telephone Notification Support	82-2072	13,570	14,220	17,000	14,570	(2,430)	- 14%
Television Cable	82-2075	0	609	1,200	0	(1,200)	- 100%
EOC Utilities	82-2132	3,268	3,984	3,800	4,000	200	5%
Meals Volunteer Workers	82-2135	156	343	500	1,200	700	140%
Emerg Serv Supplies	82-2164	2,132	150	1,000	1,000	0	0%
Prof And Spec Services	82-2245	84	350	0	0	0	0%
Maintenance - Equipment	82-2260	389	0	9,000	3,000	(6,000)	- 66%
Amateur Radios	82-2264	316	940	500	1,500	1,000	200%
Software Maintenance	82-2265	1,803	0	1,300	1,300	0	0%
General Equipment	82-2268	27,397	5,070	17,000	3,670	(13,330)	- 78%
Membership Fees And Dues	82-2370	1,075	375	1,000	500	(500)	- 50%
Office Supplies	82-2410	322	764	1,000	1,000	0	0%
Books And Periodicals	82-2413	18	0	200	400	200	100%
Postage And Freight	82-2419	355	53	300	300	0	0%
Printing And Reproduction	82-2425	1,236	638	1,000	3,000	2,000	200%
Prof And Spec Services	82-2450	239	570	600	0	(600)	- 100%
PC Equipment	82-2455	324	324	320	320	0	0%
Contractual Services	82-2471	1,476	22,940	20,740	750	(19,990)	- 96%
Small Tools And Instrum.	82-2710	0	0	0	0	0	0%

Emerg Training Exercises	82-2779	24,876	20,840	2,500	2,000	(500)	- 20%
Signs	82-2856	0	0	0	2,000	2,000	100%
Vehicle Maintenance & Use	82-2923	574	1,459	2,000	1,500	(500)	- 25%
Education And Training	82-2928	675	1,040	1,500	1,000	(500)	- 33%
Reimbursed Travel Expense	82-2930	4,119	6,263	7,500	6,500	(1,000)	- 13%
Materials & Services Totals:		**88,869**	**85,632**	**96,960**	**57,310**	**(39,650)**	**- 40%**
Capital Outlay							
Structures & Improvements	82-4100	56,597	663	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		**56,597**	**663**	**0**	**0**	**0**	**0%**
Total Expenditures:		**302,337**	**272,103**	**291,300**	**291,300**	**0**	**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.

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.
Completed training and equine cruelty certification.

Performance Measures

Increase proactive patrol in rural county communities.
Improve animal neglect and abuse cases by coordinating with Sheriff's Office Criminal Division.
Train the new Animal Control Officer through Animal Control/Cruelty Level II.
Increase assistance to the Criminal Division in conducting livestock cruelty investigations.

Budget Highlights

There was an overall increase in Personnel Services of $11,260 primarily due to the increase from .8 FTE to 1.0 FTE in Staff Assistant. Furthermore due to negotiated contract changes the Health Savings Account was increased. Lastly the Retirement rate was increased from 11% of payroll to 13% of payroll.

Material and Services increased by $12,530 primarily due to an increase to Contractual Services-Temp Help for the kennel workers. While this program is still less costly than performing the function with through direct county employment the cost of the service has increased due to the difficulty of hiring and retaining trained staff. Furthermore, education/training and reimbursed travel was increased so that the new Animal Control Deputy can obtain initial training.

Revenue remains relatively stable with a minor increase of $3,350.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Dog Licenses	29,505	31,415	37,000	30,000	(7,000)	- 0%
License Deposits	0	0	0	0	0	0%
Other Fines, Pen. & Forf.	280	165	300	300	0	0%
Animal Control - Cities	16,882	14,616	0	0	0	0%
Owner Release Fines	2,698	2,890	3,000	3,000	0	0%
City Impound Fees	350	680	500	700	200	0%
Dogs Board/sale/penalties	8,755	9,625	10,000	9,000	(1,000)	- 0%
Incinerator Revenue	12,070	14,870	12,000	18,000	6,000	0%
Cats	7,260	7,065	7,800	11,000	3,200	0%
Spay/Neuter/Microchip	0	95	0	0	0	0%
Cat penalties/boarding	0	100	100	100	0	0%
Dog Adoptions	9,750	9,045	12,000	14,000	2,000	0%
Trap Rental	80	130	150	150	0	0%
Intake Donations	80	0	0	0	0	0%
Shelter Food Donations	5,145	7,305	8,500	7,000	(1,500)	- 0%
Grant Revenue	0	1,600	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	50	25	100	50	(50)	- 0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	182,647	232,949	252,790	272,030	19,240	7%
Total Revenue:	**275,552**	**332,575**	**344,240**	**365,330**	**21,090**	**6%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	131,842	137,318	142,290	151,260	8,970	6%
Personnel Benefits	87,052	79,804	86,680	88,970	2,290	2%
Material & Supplies	56,659	115,452	115,270	125,100	9,830	8%
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:	**275,552**	**332,575**	**344,240**	**365,330**	**21,090**	**6%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Animal Control Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	0.00	0.80	0.80	1.00	0.20	25%
Animal Control Officer	1.00	1.00	1.00	1.00	0.00	0%
Admin. Support IV	0.80	0.80	0.00	0.00	0.00	0%
Total Personnel:	**2.80**	**3.60**	**2.80**	**3.00**	**0.20**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Animals Adopted	Count	794	795	728	515	673	700
Avg monthly # of animals spayed	Count	5	4	0	0	0	0
Criminal cases investigated	Count	205	200	213	230	232	240
# of dog licenses per year	Count	1,464	1,650	1,422	1,423	1,400	1,550
Avg length of stay at shelter in days	Count	29	27	36	46	43	30
Avg response time in hours	Count	12	12	12	12	12	12
Avg # of animals euthanized/monthly	Count	14	11	2	1	2	2

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Animal Control Supervisor	82-1160	58,351	59,593	61,080	62,610	1,530	2%
Staff Assistant	82-1191	0	0	34,150	45,940	11,790	34%
Animal Control Officer	82-1670	43,902	45,911	47,060	42,710	(4,350)	- 9%
Admin. Support IV	82-1854	29,588	31,814	0	0	0	0%
Overtime	82-1945	82	1,396	2,800	2,800	0	0%
F.I.C.A.	82-1950	9,931	9,693	11,100	11,790	690	6%
Retirement	82-1955	16,020	16,888	15,890	19,940	4,050	25%
Retirement Bond Payment	82-1958	10,800	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	40,515	42,270	46,400	39,830	(6,570)	- 14%
Dental Insurance	82-1965	3,350	3,795	4,040	4,320	280	6%
HSA Contribution	82-1966	2,000	1,500	2,000	6,000	4,000	200%
Benefits Admin Fees	82-1967	45	47	60	50	(10)	- 16%
Life Insurance	82-1970	262	262	250	250	0	0%
Salary Continuation Insur	82-1972	319	323	330	330	0	0%
S.A.I.F.	82-1975	2,145	2,457	2,360	2,740	380	16%
Unemployment	82-1980	1,582	1,172	1,450	920	(530)	- 36%
Personnel Services Totals:		**218,893**	**217,122**	**228,970**	**240,230**	**11,260**	**4%**
Materials & Services							
Clothing And Uniform Exp.	82-2040	530	294	700	700	0	0%
Telephones	82-2070	3,257	2,869	3,000	3,300	300	10%
Custodial Services - Animal Sh	82-2155	0	6,499	7,400	7,000	(400)	- 5%
Custodial Supplies - Animal Sh	82-2156	0	856	1,870	2,000	130	6%
License And Permit Fees	82-2240	457	457	500	750	250	50%
Maintenance - Equipment	82-2260	196	114	200	200	0	0%
Software Maintenance	82-2265	2,035	2,035	2,100	2,400	300	14%
Animal Control Maint. S.I.G.	82-2303	0	4,668	2,500	2,500	0	0%
Membership Fees And Dues	82-2370	240	50	300	250	(50)	- 16%
Office Supplies	82-2410	666	100	200	500	300	150%
Books And Periodicals	82-2413	130	131	200	200	0	0%
Postage And Freight	82-2419	953	1,002	1,000	1,000	0	0%
Records And Forms	82-2422	0	0	100	100	0	0%
Printing And Reproduction	82-2425	975	1,890	1,400	2,000	600	42%
Contractual Services-Temp Help	82-2492	33,677	42,454	40,000	49,000	9,000	22%
Med., Dent., & Lab Ser.	82-2504	326	180	300	300	0	0%
Publi. And Legal Notices	82-2600	120	0	0	0	0	0%
Shelter Food	82-2765	5,321	7,305	8,500	7,000	(1,500)	- 17%
Pound Supplies	82-2810	862	619	500	500	0	0%
Euthanasia Supplies	82-2811	0	0	200	200	0	0%
Vehicle Maintenance & Use	82-2923	4,037	3,289	6,000	5,000	(1,000)	- 16%
Education And Training	82-2928	767	2,135	1,000	1,400	400	40%

Reimbursed Travel Expense	82-2930	2,111	4,008	2,300	3,800	1,500	65%
Utilities Animal Control	82-2963	0	34,497	35,000	35,000	0	0%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		**56,659**	**115,452**	**115,270**	**125,100**	**9,830**	**8%**
Total Expenditures:		**275,552**	**332,575**	**344,240**	**365,330**	**21,090**	**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. An additional $5,000 was added to Shelter Supplies so that additional stainless steel kennels can be purchased due to overcrowding in the primarily kennels.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	160,496	156,075	146,830	143,800	(3,030)	- 0%
Interest On Investments	853	819	830	860	30	0%
Spay/Neuter/Microchip	8,865	8,695	8,000	9,000	1,000	0%
Medication Administered	325	211	300	400	100	0%
Rev. Refunds & Reim.	0	46	0	0	0	0%
Donations	23,061	19,153	15,000	16,000	1,000	0%
Donations from Trust Fund	0	0	0	0	0	0%
Total Revenue:	**193,600**	**184,999**	**170,960**	**170,060**	**(900)**	**- 0%**
Total Unappropriated Budget:	**156,075**	**153,075**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**37,526**	**31,924**	**170,960**	**170,060**	**(900)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	37,526	31,924	45,000	54,000	9,000	20%
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	125,960	116,060	(9,900)	- 7%
Total Expenditures:	**37,526**	**31,924**	**170,960**	**170,060**	**(900)**	**- 0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Materials & Services							
Banking Svcs Fee	82-2002	1	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(1)	0	0	0	0	0%
Maintenance S.I.G.	82-2300	2,692	1,281	5,000	5,000	0	0%
Publi. And Legal Notices	82-2600	4,716	3,721	5,000	5,000	0	0%
Neuter/Spay/Microchip	82-2760	5,600	3,750	5,000	9,000	4,000	80%
Shelter Tests/Vaccinne	82-2762	21,037	19,068	20,000	20,000	0	0%
Shelter Supplies	82-2764	3,349	2,856	5,000	10,000	5,000	100%
Vehicle Maintenance & Use	82-2923	0	1,221	0	0	0	0%
Miscellaneous Expense	82-2929	132	27	5,000	5,000	0	0%
Indirect Cost Allocation	82-3210	0	0	0	0	0	0%
Materials & Services Totals:		**37,526**	**31,924**	**45,000**	**54,000**	**9,000**	**20%**
Special Payments							
Unallocated Projects	82-3129	0	0	0	0	0	0%
Special Payments Totals:		**0**	**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	125,960	116,060	(9,900)	- 7%
Contingencies Totals:		**0**	**0**	**125,960**	**116,060**	**(9,900)**	**- 7%**
Total Expenditures:		**37,526**	**31,924**	**170,960**	**170,060**	**(900)**	**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.
Maintained enhanced U.S.C.G. cooperative patrol program.
Conducted "Make Way" education and enforcement campaign to assist commercial traffic avoid recreational boaters.

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. Increases to Personnel Services are due to negotiated contract changes and a change to an employee's health insurance election. State Marine Board funding has been increased due to a fee increase in 2015. Due to the beginning fund balance we were able to maintain the transfers from the General Fund and Rural Law Enforcement District at 2015-16 levels.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	97,347	98,640	75,120	78,980	3,860	0%
Interest On Investments	427	382	350	350	0	0%
Sheriff Marine Patrol	180,387	257,674	177,600	219,130	41,530	0%
Revenue From Rled	0	26,000	26,000	26,000	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	3	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Equip. Auction & Sales	0	21,850	0	0	0	0%
Transfer From General	30,200	27,200	27,200	27,200	0	0%
Transfer from Other Funds	0	4,418	0	0	0	0%
Trans From Law Enforcemnt	29,000	0	0	0	0	0%
Total Revenue:	**337,361**	**436,167**	**306,270**	**351,660**	**45,390**	**14%**
Total Unappropriated Budget:	**98,640**	**78,847**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**238,720**	**357,320**	**306,270**	**351,660**	**45,390**	**14%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	123,956	123,560	131,490	162,270	30,780	23%
Personnel Benefits	61,949	53,022	64,550	76,800	12,250	18%
Material & Supplies	52,816	48,889	53,910	54,760	850	1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	131,850	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	56,320	57,830	1,510	2%
Total Expenditures:	**238,720**	**357,320**	**306,270**	**351,660**	**45,390**	**14%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Boating Inspection conducted	1230	1378	451	355	87	400
Citations Issued	12	33	19	15	3	20
On-Water boating hours conducted	573	1001	723	570.5	410	600
Education Programs conducted	11	7	8	6	3	8

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Deputy Sheriff SR	82-1515	65,679	65,861	131,490	138,300	6,810	5%
Deputy Sheriff	82-1520	58,277	57,699	0	0	0	0%
Marine Patrol Asst	82-1892	0	0	0	23,970	23,970	100%
Overtime	82-1945	3,149	4,946	10,000	10,000	0	0%
Remuneration	82-1947	0	0	0	0	0	0%
F.I.C.A.	82-1950	9,546	9,619	10,820	13,180	2,360	21%
Retirement	82-1955	19,707	19,919	23,690	24,900	1,210	5%
Retirement Bond Payment	82-1958	10,200	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	11,746	11,156	10,760	17,330	6,570	61%
Dental Insurance	82-1965	1,819	1,943	1,830	2,460	630	34%
HSA Contribution	82-1966	1,000	1,250	2,000	3,000	1,000	50%
Benefits Admin Fees	82-1967	42	42	40	40	0	0%
Life Insurance	82-1970	113	113	110	110	0	0%
Salary Continuation Insur	82-1972	144	144	140	140	0	0%
S.A.I.F.	82-1975	3,085	2,895	3,750	4,610	860	22%
Unemployment	82-1980	1,398	996	1,410	1,030	(380)	- 26%
Personnel Services Totals:		**185,905**	**176,581**	**196,040**	**239,070**	**43,030**	**21%**
Materials & Services							
Banking Svcs Fee	82-2002	23	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(24)	0	0	0	0	0%
Equipment Reimbursement	82-2039	0	0	500	500	0	0%
Clothing And Uniform Exp.	82-2040	0	438	800	1,700	900	112%
Uniform Cleaning	82-2041	0	0	100	100	0	0%
Telephones	82-2070	960	858	1,920	1,900	(20)	- 1%
Insurance	82-2200	3,277	4,685	4,690	4,160	(530)	- 11%
Maintenance - Equipment	82-2260	166	100	500	500	0	0%
Maintenance - Vessel	82-2266	5,866	2,562	3,600	3,600	0	0%
General Equipment	82-2268	2,426	2,130	2,000	3,200	1,200	60%
PC Equipment	82-2455	3,000	0	0	0	0	0%
Fuel	82-2852	10,869	9,469	11,000	11,000	0	0%
Vehicle Maintenance & Use	82-2923	9,968	9,635	10,000	10,000	0	0%
Education And Training	82-2928	100	405	600	600	0	0%
Reimbursed Travel Expense	82-2930	104	2,127	1,000	1,000	0	0%
Utilities	82-2960	2,080	2,080	2,500	2,500	0	0%
Indirect Cost Allocation	82-3210	14,000	14,400	14,700	14,000	(700)	- 4%
Materials & Services Totals:		**52,816**	**48,889**	**53,910**	**54,760**	**850**	**1%**
Capital Outlay							
County Vehicle Purchase	82-4201	0	131,850	0	0	0	0%
Capital Outlay Totals:		**0**	**131,850**	**0**	**0**	**0**	**0%**

Contingencies

Appropriation For Contin.	82-9900	0	0	56,320	57,830	1,510	2%
Contingencies Totals:		**0**	**0**	**56,320**	**57,830**	**1,510**	**2%**
Total Expenditures:		**238,720**	**357,320**	**306,270**	**351,660**	**45,390**	**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.

Budget Highlights

The Federal Government issued a ruling capping telephone charges to inmates. This has resulted in significant reductions in revenue and may eliminate all local revenue for what was the greater of the two revenue sources. Due to the reduction in beginning fund balances and severely restricted revenue this fund is no longer able to contribute to the General Fund.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	49,176	35,466	24,590	25,000	410	0%
Telephone Revenue	33,123	45,502	31,900	0	(31,900)	- 1%
Telephone Reimbursement	0	0	0	0	0	0%
Interest On Investments	175	151	200	0	(200)	- 1%
Commissary Reimbursement	18,513	22,863	22,800	0	(22,800)	- 1%
Commissary Revenue	2,585	2,751	7,000	0	(7,000)	- 1%
Facility PAK Sales	800	1,047	900	0	(900)	- 1%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	**104,373**	**107,780**	**87,390**	**25,000**	**(62,390)**	**- 71%**
Total Unappropriated Budget:	**35,466**	**31,928**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**68,907**	**75,852**	**87,390**	**25,000**	**(62,390)**	**- 71%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	12,000	12,000	0	(12,000)	- 100%
Material & Supplies	56,907	63,852	61,870	25,000	(36,870)	- 59%
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	0	0	0	0	0%
Contingency	0	0	13,520	0	(13,520)	- 100%
Total Expenditures:	**68,907**	**75,852**	**87,390**	**25,000**	**(62,390)**	**- 71%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Personnel Services	82-1985	0	12,000	12,000	0	(12,000)	- 100%
Personnel Services Totals:		**0**	**12,000**	**12,000**	**0**	**(12,000)**	**0%**
Materials & Services							
Banking Svcs Fee	82-2002	1	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(1)	0	0	0	0	0%
Television Cable	82-2075	2,241	2,624	2,580	0	(2,580)	- 100%
Law Library	82-2085	2,512	3,045	4,700	0	(4,700)	- 100%
Maintenance - Equipment	82-2260	950	0	500	0	(500)	- 100%
General Equipment	82-2268	80	119	500	0	(500)	- 100%
Office Supplies	82-2410	31	105	400	0	(400)	- 100%
Books And Periodicals	82-2413	812	392	2,000	0	(2,000)	- 100%
PC Equipment	82-2455	0	0	1,000	0	(1,000)	- 100%
Commissary Supplies	82-2768	3,352	2,493	4,000	0	(4,000)	- 100%
Commissary Orders	82-2800	19,057	21,259	19,000	0	(19,000)	- 100%
Phone Cards	82-2805	23,372	32,814	24,590	0	(24,590)	- 100%
Education And Training	82-2928	0	0	400	0	(400)	- 100%
Refunds and Returns	82-3204	0	0	100	25,000	24,900	24900%
Indirect Cost Allocation	82-3210	4,500	1,000	2,100	0	(2,100)	- 100%
Materials & Services Totals:		**56,907**	**63,852**	**61,870**	**25,000**	**(36,870)**	**- 59%**
Transfers Out							
Transfer To General Fund	82-8001	12,000	0	0	0	0	0%
Transfers Out Totals:		**12,000**	**0**	**0**	**0**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	13,520	0	(13,520)	- 100%
Contingencies Totals:		**0**	**0**	**13,520**	**0**	**(13,520)**	**0%**
Total Expenditures:		**68,907**	**75,852**	**87,390**	**25,000**	**(62,390)**	**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

After initiating it the previous year, the juvenile department continued to provide a skill development group for higher risk probation youth under supervision and residing in the county. This has been a collaborative and unified effort by staff to provide this service for probation youth in both south and north county. In collaboration with the State Department of Human Service, Child Welfare Dept, we have endeavored to partner together to provide a skill building group to local youth in foster care who are at risk of entry into the juvenile justice system due to their history of maltreatment and need for out of home placement.

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.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
JCP Basic/Diversion	0	26,750	41,000	42,120	1,120	0%
Probation Fees	977	1,208	500	500	0	0%
Work Crew	0	0	2,500	2,000	(500)	- 0%
OCF Grant - B Ruppel	0	0	0	39,000	39,000	0%
Revenue Refunds & Reimbursemen	13	238	0	0	0	0%
Admin Services Fees	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	38,441	0	0	0	0%
General Fund Support	645,353	624,285	803,940	807,820	3,880	0%
Total Revenue:	**646,343**	**690,922**	**847,940**	**891,440**	**43,500**	**5%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	379,477	332,359	417,390	437,290	19,900	4%
Personnel Benefits	199,912	144,329	212,600	199,750	(12,850)	- 6%
Material & Supplies	66,954	214,234	217,950	215,400	(2,550)	- 1%
Special Payments	0	0	0	39,000	39,000	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:	**646,343**	**690,922**	**847,940**	**891,440**	**43,500**	**5%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Juvenile Director	1.00	1.00	1.00	1.00	0.00	0%
Juvenile Detention Supervisor	0.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	1.15	1.15	1.16	1.16	0.00	0%
Juvenile Counselor III	1.00	1.00	0.00	0.00	0.00	0%
Juvenile Counselor II	2.20	2.42	3.42	3.42	0.00	0%
Total Personnel:	**5.35**	**6.57**	**6.58**	**6.58**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
# of Police Reports received/processed		414	322	415	325	350
# of youth supervised (formal&informal)		438	399	433	400	420
# of petitions filed (includes PV's)		157	153	170	180	175
# of court appearances		461	360	372	310	350
# of risk assessments		156	98	80	80	90
Detention admissions		185	133	112	80	100

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Juvenile Director	82-1074	95,981	79,580	91,600	98,540	6,940	7%
Juvenile Detention Supervisor	82-1078	26,052	56,760	57,940	62,270	4,330	7%
Staff Assistant	82-1191	49,498	51,008	52,180	53,010	830	1%
Juvenile Counselor III	82-1455	67,034	4,993	0	0	0	0%
Juvenile Counselor II	82-1460	140,912	140,018	215,670	223,470	7,800	3%
Juvenile Counselor	82-1465	0	0	0	0	0	0%
Extra Help	82-1941	2,511	6,197	5,000	5,000	0	0%
Overtime	82-1945	692	1,040	15,000	15,000	0	0%
F.I.C.A.	82-1950	28,412	25,224	33,460	34,980	1,520	4%
Retirement	82-1955	54,732	44,685	60,060	62,830	2,770	4%
Retirement Bond Payment	82-1958	35,820	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	59,180	48,449	74,340	54,420	(19,920)	- 26%
Dental Insurance	82-1965	5,350	4,979	7,000	6,090	(910)	- 13%
HSA Contribution	82-1966	1,000	3,833	4,000	8,840	4,840	121%
Benefits Admin Fees	82-1967	121	114	110	120	10	9%
Life Insurance	82-1970	498	481	550	550	0	0%
Salary Continuation Insur	82-1972	567	614	720	730	10	1%
S.A.I.F.	82-1975	7,025	5,888	7,990	8,450	460	5%
Unemployment	82-1980	4,004	2,826	4,370	2,740	(1,630)	- 37%
Personnel Services Totals:		**579,389**	**476,688**	**629,990**	**637,040**	**7,050**	**1%**
Materials & Services							
Telephones	82-2070	2,579	3,157	3,000	2,800	(200)	- 6%
Maintenance - Equipment	82-2260	275	2,815	2,150	1,800	(350)	- 16%
Employee Drug Screen	82-2302	15	0	100	100	0	0%
Membership Fees And Dues	82-2370	1,001	1,236	1,300	1,300	0	0%
Office Supplies	82-2410	2,710	1,882	2,800	2,500	(300)	- 10%
Books And Periodicals	82-2413	1,483	0	300	500	200	66%
Postage And Freight	82-2419	451	528	800	600	(200)	- 25%
Printing And Reproduction	82-2425	1,292	2,034	2,500	3,000	500	20%
Contractual Services	82-2471	47,595	92,043	0	0	0	0%
Detention Bed Contractual Svcs	82-2480	0	93,034	183,000	183,000	0	0%
Pysc. Evaluations	82-2494	0	0	1,000	1,000	0	0%
U.A. Testing	82-2506	3,052	3,995	4,000	4,000	0	0%
Youth Investment	82-2529	0	0	0	500	500	100%
Publi. And Legal Notices	82-2600	550	0	500	300	(200)	- 40%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Work Crew Supplies	82-2769	0	0	0	1,000	1,000	100%
Supplemental Detention Costs	82-2910	0	1,440	2,000	2,000	0	0%
Detention Vehicle Maint & Use	82-2922	0	118	2,500	1,500	(1,000)	- 40%
Vehicle Maintenance & Use	82-2923	2,780	7,831	5,500	3,500	(2,000)	- 36%

Education And Training	82-2928	1,541	934	2,000	2,000	0	0%
Reimbursed Travel Expense	82-2930	1,375	2,780	3,500	3,000	(500)	- 14%
OYA Flex Fund	82-2966	0	0	0	0	0	0%
Electronic Monitoring	82-3079	253	407	1,000	1,000	0	0%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		**66,954**	**214,234**	**217,950**	**215,400**	**(2,550)**	**- 1%**
Special Payments							
OCF Grant - B Ruppel	82-3055	0	0	0	39,000	39,000	100%
Special Payments Totals:		**0**	**0**	**0**	**39,000**	**39,000**	**100%**
Capital Outlay							
County Vehicle Purchase	82-4201	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**646,343**	**690,922**	**847,940**	**891,440**	**43,500**	**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 cognitive and mindfulness based skill building groups for probation/detention youth and individualized services for probation youth.

Major Accomplishments

The facilitation of Life Skills groups for high risk probation youth residing in the community and/or in detention placement.

Performance Measures

Assisting youth to be more successful in their lives and community through skill development and access to individual service needs.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	61,809	41,940	45,310	37,840	(7,470)	- 0%
Interest On Investments	177	220	0	0	0	0%
OYA Flex Fund	1,391	1,146	2,500	4,750	2,250	0%
JAIBG Grant	3,468	1,157	0	0	0	0%
Youth Investment	16,742	10,375	0	0	0	0%
Family Support Services	5,197	2,711	0	0	0	0%
Early Learning Council	34,665	0	0	0	0	0%
Juv Crime Prevent	73,737	38,774	0	0	0	0%
JCP Basic/Diversion	0	56,523	34,910	35,740	830	0%
Comm On Children & Family	0	0	0	0	0	0%
Work Crew	840	5,460	0	0	0	0%
Program Services	17,500	0	0	0	0	0%
Franchise Fees	0	0	0	0	0	0%
Rev. Refunds & Reim.	701	0	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	10,847	0	0	0	0%
Total Revenue:	**216,227**	**169,153**	**82,720**	**78,330**	**(4,390)**	**- 5%**
Total Unappropriated Budget:	**41,940**	**45,504**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**174,287**	**123,649**	**82,720**	**78,330**	**(4,390)**	**- 5%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	88,907	80,913	20,810	21,330	520	2%
Personnel Benefits	37,480	32,080	8,030	10,290	2,260	28%
Material & Supplies	47,900	10,657	10,300	12,110	1,810	17%
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	43,580	34,600	(8,980)	- 20%
Total Expenditures:	**174,287**	**123,649**	**82,720**	**78,330**	**(4,390)**	**- 5%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Juvenile Counselor	1.33	1.33	0.33	0.33	0.00	0%
Total Personnel:	**1.33**	**1.33**	**0.33**	**0.33**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Skill Building Groups				44	50	50

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Juvenile Counselor II	82-1460	88,907	80,913	20,810	21,330	520	2%
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	440	600	600	0	0%
F.I.C.A.	82-1950	6,584	6,049	1,640	1,680	40	2%
Retirement	82-1955	10,820	9,903	2,340	2,400	60	2%
Retirement Bond Payment	82-1958	6,400	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	9,761	12,274	2,530	3,890	1,360	53%
Dental Insurance	82-1965	804	1,043	200	400	200	100%
HSA Contribution	82-1966	0	0	0	660	660	100%
Benefits Admin Fees	82-1967	29	28	30	30	0	0%
Life Insurance	82-1970	115	108	30	30	0	0%
Salary Continuation Insur	82-1972	110	102	20	20	0	0%
S.A.I.F.	82-1975	1,414	983	430	450	20	4%
Unemployment	82-1980	1,445	1,148	210	130	(80)	- 38%
Personnel Services Totals:		**126,387**	**112,992**	**28,840**	**31,620**	**2,780**	**9%**
Materials & Services							
Banking Svcs Fee	82-2002	14	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(15)	0	0	0	0	0%
Program Activity	82-2142	58	1,245	500	600	100	20%
Diversion Services	82-2146	0	0	0	0	0	0%
Insurance	82-2200	0	609	0	360	360	100%
Office Supplies	82-2410	933	49	100	100	0	0%
Postage And Freight	82-2419	0	0	100	50	(50)	- 50%
Printing And Reproduction	82-2425	0	0	100	100	0	0%
Contractual Services	82-2471	30,000	0	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
CCF CADY Grant	82-2528	450	0	0	0	0	0%
Youth Investment	82-2529	300	0	0	0	0	0%
Family Support Services	82-2530	5,197	0	0	0	0	0%
Early Learning Council	82-2531	3,143	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	50	340	600	350	(250)	- 41%
Reimbursed Travel Expense	82-2930	182	126	300	400	100	33%
OYA Flex Fund	82-2966	1,288	2,174	2,500	4,750	2,250	90%
Program Services	82-3040	0	15	0	0	0	0%
Indirect Cost Allocation	82-3210	6,300	6,100	6,100	5,400	(700)	- 11%
Materials & Services Totals:		**47,900**	**10,657**	**10,300**	**12,110**	**1,810**	**17%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	43,580	34,600	(8,980)	- 20%

Contingencies Totals:		0	0	43,580	34,600	(8,980)	- 20%
Total Expenditures:		174,287	123,649	82,720	78,330	(4,390)	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

Evaluated costs associated with Westlaw and Lexis Nexis services in consideration of Library needs resulting in decreased costs associated with these services.

Performance Measures

Improved communication with law library users regarding utilization.

Budget Highlights

The Law Library was able to decrease it's costs associated with the subscriptions for Westlaw and Lexis Nexis services print and on-line terminal services.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	57,888	40,274	9,910	16,160	6,250	0%
Court Fine & Fee	46,380	45,912	46,000	48,240	2,240	0%
Interest On Investments	299	172	300	300	0	0%
Copy Fees	1	23	50	50	0	0%
Franchise Fees	0	0	0	90	90	0%
Rev. Refunds & Reim.	386	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	339	0	0	0	0%
Total Revenue:	**104,955**	**86,720**	**56,260**	**64,840**	**8,580**	**15%**
Total Unappropriated Budget:	**40,274**	**17,414**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**64,681**	**69,306**	**56,260**	**64,840**	**8,580**	**15%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	7,797	16,729	9,460	9,700	240	2%
Personnel Benefits	2,786	6,102	3,300	4,330	1,030	31%
Material & Supplies	54,097	46,475	43,500	34,750	(8,750)	- 20%
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	16,060	16,060	0%
Total Expenditures:	**64,681**	**69,306**	**56,260**	**64,840**	**8,580**	**15%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Staff Assistant	0.20	0.00	0.00	0.00	0.00	0%
Juvenile Counselor II	0.25	0.25	0.15	0.15	0.00	0%
Total Personnel:	**0.45**	**0.25**	**0.15**	**0.15**	**0.00**	**0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Staff Assistant	82-1191	0	0	0	0	0	0%
Juvenile Counselor II	82-1460	7,797	16,729	9,460	9,700	240	2%
Juvenile Counselor	82-1465	0	0	0	0	0	0%
Overtime	82-1945	0	334	0	0	0	0%
F.I.C.A.	82-1950	564	1,241	720	740	20	2%
Retirement	82-1955	949	2,076	1,040	1,060	20	1%
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	932	1,824	1,150	1,770	620	53%
Dental Insurance	82-1965	76	149	90	180	90	100%
HSA Contribution	82-1966	0	0	0	300	300	100%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	12	24	10	10	0	0%
Salary Continuation Insur	82-1972	12	23	10	10	0	0%
S.A.I.F.	82-1975	187	315	190	200	10	5%
Unemployment	82-1980	56	116	90	60	(30)	- 33%
Personnel Services Totals:		**10,583**	**22,831**	**12,760**	**14,030**	**1,270**	**9%**
Materials & Services							
Banking Svcs Fee	82-2002	1	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(2)	0	0	0	0	0%
Telephones	82-2070	195	206	300	200	(100)	- 33%
Maintenance - Equipment	82-2260	0	113	500	500	0	0%
Office Supplies	82-2410	35	0	800	200	(600)	- 75%
Books And Periodicals	82-2413	35,700	30,411	28,760	22,500	(6,260)	- 21%
Postage And Freight	82-2419	180	1,432	400	400	0	0%
Printing And Reproduction	82-2425	3	9	100	100	0	0%
LAN Equipment	82-2455	0	0	1,000	500	(500)	- 50%
Contractual Services	82-2471	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	3,584	0	0	0	0	0%
Education And Training	82-2928	0	3	440	0	(440)	- 100%
Reimbursed Travel Expense	82-2930	0	0	0	150	150	100%
Indirect Cost Allocation	82-3210	14,400	14,300	11,200	10,200	(1,000)	- 8%
Materials & Services Totals:		**54,097**	**46,475**	**43,500**	**34,750**	**(8,750)**	**- 20%**
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	16,060	16,060	100%
Contingencies Totals:		**0**	**0**	**0**	**16,060**	**16,060**	**100%**

Total Expenditures:		64,681	69,306	56,260	64,840	8,580	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

* Obtained Oregon Criminal Justice Commission grants to financially support both Clatsop County Adult Drug Court and Clatsop County Treatment Court programs.
* Obtained Oregon Criminal Justice Commission Justice Reinvestment Grant which added 1 FTE Probation Deputy and .5 FTE Case Aide-Restitution specialist. Justice Reinvestment funds will also enhance programming and services for offenders in Clatsop County.
* Supervision of 400 offenders in accordance with State mandates.
* Two new probation deputies hired and completed DPSST mandated academy.
*Subsidized substance abuse/ mental health treatment for an average of 50 high/med risk offenders per month.
*Participating agency in Pilot program for Sex Offender Treatment program using model developed by University of Cincinnati.

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.
*Continue to develop, implement and evaluate Justice Reinvestment Programs.

Budget Highlights

This budget adds 1 FTE Parole & Probation Deputy and .5 FTE Case Aide/ Restitution Specialist utilizing Justice Reinvestment Grant revenue. Justice Reinvestment revenue and expenditures increased to $231,030. Community Corrections Act Revenue has increased by $165,530. The changes allow for increased treatment programs and intensive supervision of high risk offenders.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	449,587	923,201	982,200	1,284,190	301,990	0%
Interest On Investments	4,559	5,454	5,500	5,500	0	0%
Drug Court Grant	123,215	163,509	163,520	168,630	5,110	0%
Justice Reinvestment Program	188,853	0	0	231,030	231,030	0%
Alt. Incarceration Prog.	3,978	3,701	2,920	1,000	(1,920)	- 0%
M 57 Treatment Funds	64,909	64,043	64,040	0	(64,040)	- 1%
CJC Mental Hlth Grant	154,116	167,657	167,670	148,000	(19,670)	- 0%
Comm. Correct. Act Reimb.	1,373,093	1,368,259	1,368,260	1,533,790	165,530	0%
Welfare Subsidy Revenue	914	4,457	4,460	4,460	0	0%
Fees For Supervision	95,746	104,539	100,000	100,000	0	0%
Drug Court	1,374	1,036	1,500	0	(1,500)	- 1%
DNA	220	377	200	250	50	0%
Compact Fee	1,400	1,940	1,400	1,500	100	0%
ADES Assessment	750	450	500	0	(500)	- 1%
DV Treatment	0	320	200	200	0	0%
Urinalysis Fee	5,947	8,077	4,000	4,000	0	0%
Alcohol/Drug TX	11,949	7,855	6,500	2,500	(4,000)	- 0%
Community Service Fee	1,235	735	500	500	0	0%
TC Resident Fee	289	326	400	0	(400)	- 1%
Polygraph - Sex Offender	1,735	2,848	1,700	2,000	300	0%
Polygragh - DV Offender	288	550	500	500	0	0%
Sex Offender Treatment	175	970	200	200	0	0%
Electronic Monitoring	4,411	6,370	5,000	5,000	0	0%
Subsidey Reimbursement	1,485	855	500	500	0	0%
Rev. Refunds & Reim.	1,576	568	200	200	0	0%
Nsf Check Fee	25	50	50	50	0	0%
Miscellaneous Revenue	0	8	0	0	0	0%
Equip. Auction & Sales	2,000	0	2,000	500	(1,500)	- 0%
Transfer from Other Funds	0	14,286	0	0	0	0%
Transfer from Bond Reserve Fun	70,900	324	0	0	0	0%
Total Revenue:	**2,564,726**	**2,852,766**	**2,883,920**	**3,494,500**	**610,580**	**21%**
Total Unappropriated Budget:	**923,201**	**1,118,604**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**1,641,525**	**1,734,162**	**2,883,920**	**3,494,500**	**610,580**	**21%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	598,122	637,291	712,360	814,450	102,090	14%
Personnel Benefits	368,068	313,367	379,060	436,680	57,620	15%
Material & Supplies	379,585	231,302	400,890	579,450	178,560	44%
Special Payments	295,750	477,602	592,080	587,960	(4,120)	- 0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	74,600	59,000	0	(59,000)	- 100%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	740,530	1,075,960	335,430	45%
Total Expenditures:	**1,641,525**	**1,734,162**	**2,883,920**	**3,494,500**	**610,580**	**21%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Chief Deputy Sheriff	0.00	0.10	0.10	0.10	0.00	0%
Lieutenant	1.00	1.00	1.00	1.00	0.00	0%
Sergeant	0.00	1.00	1.00	1.00	0.00	0%
Administrative Assistant	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	1.50	1.50	1.50	2.00	0.50	33%
Corrections Counselor	1.00	2.00	3.00	5.00	2.00	66%
Corrections Counsel II	5.00	4.00	3.00	2.00	(1.00)	- 33%
Total Personnel:	**9.50**	**10.60**	**10.60**	**12.10**	**1.50**	**14%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Daily Avg of felony offenders on supervision		420	391	390	400	401	405
Avg # of offenders receive sub.abuse txt		75	75	70	90	68	100
Monthly avg txt & programing provided		95	95	135	150	140	150
% of offenders sup. by risk/need level	Percent	100%	100%	100%	100%	100%	100%
% compliance with state mandates	Percent	100%	100%	100%	100%	100%	100%
% of High/Med Risk offenders in Tx.	Percent	25%	30%	40%	45%	36%	45%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Chief Deputy Sheriff	82-1110	9,936	10,142	10,500	10,760	260	2%
Lieutenant	82-1113	89,024	90,993	93,210	95,480	2,270	2%
Sergeant	82-1116	0	70,265	79,260	82,500	3,240	4%
Administrative Assistant	82-1118	57,005	58,408	59,570	61,060	1,490	2%
Staff Assistant	82-1191	63,987	65,621	67,230	109,580	42,350	62%
Corrections Counselor	82-1430	29,685	107,678	185,420	308,190	122,770	66%
Corrections Counsel II	82-1431	348,485	234,185	217,170	146,880	(70,290)	- 32%
Overtime	82-1945	9,846	17,780	20,000	20,000	0	0%
Remuneration	82-1947	0	0	0	0	0	0%
F.I.C.A.	82-1950	44,864	48,222	56,020	63,830	7,810	13%
Retirement	82-1955	93,118	99,525	119,210	139,490	20,280	17%
Retirement Bond Payment	82-1958	50,400	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	120,429	107,724	132,990	152,970	19,980	15%
Dental Insurance	82-1965	11,528	11,485	13,750	17,660	3,910	28%
HSA Contribution	82-1966	19,411	10,733	15,200	21,200	6,000	39%
Benefits Admin Fees	82-1967	205	207	210	210	0	0%
Life Insurance	82-1970	662	731	860	1,010	150	17%
Salary Continuation Insur	82-1972	918	1,077	1,030	1,180	150	14%
S.A.I.F.	82-1975	10,236	10,307	12,470	14,120	1,650	13%
Unemployment	82-1980	6,449	5,576	7,320	5,010	(2,310)	- 31%
Personnel Services Totals:		**966,190**	**950,658**	**1,091,420**	**1,251,130**	**159,710**	**14%**
Materials & Services							
Banking Svcs Fee	82-2002	85	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(90)	0	0	0	0	0%
Clothing And Uniform Exp.	82-2040	1,756	3,347	3,500	4,000	500	14%
Safety Equipment	82-2045	673	3,059	3,000	5,000	2,000	66%
Telephones	82-2070	11,499	6,469	8,000	8,000	0	0%
Program Supplies	82-2140	0	60	2,000	2,000	0	0%
Custodial Supplies	82-2160	1,237	1,211	1,500	1,500	0	0%
Custodial Services	82-2161	7,070	7,000	7,000	7,000	0	0%
Insurance	82-2200	0	9,723	9,720	13,450	3,730	38%
Credit Card Fees	82-2220	29	0	0	0	0	0%
Maintenance - Equipment	82-2260	2,932	781	3,000	2,000	(1,000)	- 33%
Maintenance S.I.G.	82-2300	4,472	795	20,000	5,000	(15,000)	- 75%
Employee Drug Screen	82-2302	40	0	0	100	100	100%
Membership Fees And Dues	82-2370	1,985	70	2,370	2,000	(370)	- 15%
Office Supplies	82-2410	3,215	3,375	4,000	4,000	0	0%
Books And Periodicals	82-2413	778	40	1,000	1,000	0	0%
Postage And Freight	82-2419	1,399	1,403	2,000	2,000	0	0%
Printing And Reproduction	82-2425	517	1,282	1,500	1,500	0	0%

Office Furniture & Equipment	82-2454	2,091	364	20,000	10,000	(10,000)	- 50%
PC Equipment	82-2455	4,395	1,985	6,000	5,000	(1,000)	- 16%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Contract Srvcs/Mental Health	82-2484	71,928	0	0	0	0	0%
Physical Exams	82-2505	615	581	700	700	0	0%
U.A. Testing	82-2506	12,422	7,444	5,000	7,000	2,000	40%
Polygraph	82-2521	0	0	1,000	1,000	0	0%
Psycho-Sexual Evaluations	82-2522	0	0	10,000	10,000	0	0%
Cognitive Treatment Svcs	82-2523	0	0	20,000	20,000	0	0%
Justice Reinvestment Programs	82-2524	0	0	0	176,000	176,000	100%
Offender Subsidy Expense	82-2525	0	0	2,000	6,000	4,000	200%
Publi. And Legal Notices	82-2600	0	0	100	100	0	0%
Jail Beds Lease	82-2635	125,015	75,075	100,000	125,000	25,000	25%
Rts. & Lea. - S., I. & G.	82-2670	0	0	21,000	0	(21,000)	- 100%
Vehicle Maintenance & Use	82-2923	15,053	15,806	20,000	20,000	0	0%
Education And Training	82-2928	2,476	2,299	5,000	7,000	2,000	40%
Miscellaneous Expense	82-2929	0	34	0	0	0	0%
Reimbursed Travel Expense	82-2930	12,215	7,143	15,000	11,200	(3,800)	- 25%
Utilities	82-2960	14,886	15,557	16,000	0	(16,000)	- 100%
Electronic Monitoring	82-3079	3,192	4,500	20,000	20,000	0	0%
Refunds and Returns	82-3204	0	0	100	100	0	0%
Indirect Cost Allocation	82-3210	77,700	61,900	70,400	101,800	31,400	44%
Materials & Services Totals:		**379,585**	**231,302**	**400,890**	**579,450**	**178,560**	**44%**
Special Payments							
DV Polygraph	82-3002	1,775	1,800	3,000	3,000	0	0%
Client Emergency Expenses	82-3003	2,936	1,419	3,000	0	(3,000)	- 100%
DV Indigent Treatment	82-3004	160	639	10,000	20,000	10,000	100%
M 57 Treatment	82-3010	35,530	29,435	60,000	50,000	(10,000)	- 16%
M 57 UA Testing	82-3011	3,386	2,620	10,000	10,000	0	0%
M 57 Sanctions	82-3012	15,113	26,740	38,120	30,000	(8,120)	- 21%
M 57 Supplies/Incentives	82-3013	0	324	2,000	2,000	0	0%
Drug Court Incentives	82-3020	170	65	0	0	0	0%
Welfare Subsidy Expense	82-3030	474	2,136	4,460	4,460	0	0%
Treatment/Transition Funds	82-3031	1,060	23,296	20,000	20,000	0	0%
Adult Drug Court Travel/Train	82-3060	2,086	5,147	10,000	5,000	(5,000)	- 50%
Adult Drug Court Program Supp.	82-3061	1,901	838	2,000	2,000	0	0%
Adult Drug Court Incentives	82-3062	851	1,114	2,000	3,000	1,000	50%
Adult Drug Court UA Testing	82-3063	2,337	3,728	6,000	8,000	2,000	33%
Adult Drug Court UA Supplies	82-3064	5,191	14,453	20,000	20,000	0	0%
Treatment Court Travel/Trainin	82-3070	3,037	4,251	10,000	5,000	(5,000)	- 50%
Treatment Court Program Suppli	82-3071	31	172	1,000	1,000	0	0%
Treatment Court Incentives	82-3072	0	615	1,500	1,500	0	0%
Treatment Court UA Testing	82-3073	279	4,637	3,000	7,000	4,000	133%
Treatment Court UA Supplies	82-3074	0	4,366	10,000	10,000	0	0%
Treatment Court MH Treatment	82-3075	55,067	163,662	164,000	164,000	0	0%
Alcohol & Drug Treatment	82-3081	9,750	0	0	0	0	0%

Drug Court Treatment	82-3082	142,066	172,828	174,000	174,000	0	0%
Sex Offender Eval & Treat	82-3083	2,277	5,778	10,000	20,000	10,000	100%
Sex Offender Polygraph	82-3090	4,925	6,340	8,000	8,000	0	0%
Subsidy Housing	82-3095	5,350	1,200	20,000	20,000	0	0%
Special Payments Totals:		**295,750**	**477,602**	**592,080**	**587,960**	**(4,120)**	**- 0%**
Capital Outlay							
Structures & Improvements	82-4100	0	0	0	0	0	0%
Automotive Equipment	82-4200	0	66,500	59,000	0	(59,000)	- 100%
Office Equipment	82-4300	0	8,100	0	0	0	0%
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**74,600**	**59,000**	**0**	**(59,000)**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	740,530	1,075,960	335,430	45%
Contingencies Totals:		**0**	**0**	**740,530**	**1,075,960**	**335,430**	**45%**
Total Expenditures:		**1,641,525**	**1,734,162**	**2,883,920**	**3,494,500**	**610,580**	**1.00**

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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	191,231	185,342	170,970	169,940	(1,030)	- 0%
Interest On Investments	1,014	944	900	900	0	0%
Corrections Prog Sb1065	46,197	47,896	44,000	45,000	1,000	0%
Total Revenue:	**238,442**	**234,182**	**215,870**	**215,840**	**(30)**	**- 0%**
Total Unappropriated Budget:	**185,342**	**175,123**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**53,100**	**59,059**	**215,870**	**215,840**	**(30)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	52,600	51,650	50,550	53,610	3,060	6%
Material & Supplies	500	7,409	10,600	10,600	0	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	4,000	4,000	0	0%
Contingency	0	0	140,720	137,630	(3,090)	- 2%
Total Expenditures:	**53,100**	**59,059**	**215,870**	**215,840**	**(30)**	**- 0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Personal Services	82-1985	52,600	51,650	50,550	53,610	3,060	6%
Personnel Services Totals:		**52,600**	**51,650**	**50,550**	**53,610**	**3,060**	**6%**
Materials & Services							
Banking Svcs Fee	82-2002	1	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(2)	0	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	0	6,709	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	500	700	600	600	0	0%
Materials & Services Totals:		**500**	**7,409**	**10,600**	**10,600**	**0**	**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	4,000	4,000	0	0%
Transfers Out Totals:		**0**	**0**	**4,000**	**4,000**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	140,720	137,630	(3,090)	- 2%
Contingencies Totals:		**0**	**0**	**140,720**	**137,630**	**(3,090)**	**- 2%**
Total Expenditures:		**53,100**	**59,059**	**215,870**	**215,840**	**(30)**	**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 an increased beginning balance for the 2016-17 FY. 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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	201,657	211,466	270,660	320,840	50,180	0%
Interest On Investments	1,376	1,403	1,600	1,600	0	0%
Timber Sales	144,314	143,787	208,700	149,680	(59,020)	- 0%
OHV Grant	0	0	0	0	0	0%
Total Revenue:	**347,347**	**356,656**	**480,960**	**472,120**	**(8,840)**	**- 1%**
Total Unappropriated Budget:	**211,466**	**271,445**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**135,881**	**85,212**	**480,960**	**472,120**	**(8,840)**	**- 1%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	68,100	64,410	68,100	66,900	(1,200)	- 1%
Material & Supplies	24,781	20,802	29,600	30,900	1,300	4%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	45,500	0	(45,500)	- 100%
Transfer Out	43,000	0	0	0	0	0%
Contingency	0	0	337,760	374,320	36,560	10%
Total Expenditures:	**135,881**	**85,212**	**480,960**	**472,120**	**(8,840)**	**- 1%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Personal Services	82-1985	68,100	64,410	68,100	66,900	(1,200)	- 1%
Personnel Services Totals:		**68,100**	**64,410**	**68,100**	**66,900**	**(1,200)**	**- 1%**
Materials & Services							
Contractual Services	82-2471	0	0	10,000	10,000	0	0%
Forest Trust Assessment	82-2908	17,438	19,602	17,500	20,000	2,500	14%
Education And Training	82-2928	1,043	0	0	0	0	0%
Materials & Supplies	82-2967	5,000	0	1,000	0	(1,000)	- 100%
Indirect Cost Allocation	82-3210	1,300	1,200	1,100	900	(200)	- 18%
Materials & Services Totals:		**24,781**	**20,802**	**29,600**	**30,900**	**1,300**	**4%**
Capital Outlay							
Automotive Equipment	82-4200	0	0	45,500	0	(45,500)	- 100%
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**0**	**45,500**	**0**	**(45,500)**	**0%**
Transfers Out							
Trans To Emergency Comm	82-8110	0	0	0	0	0	0%
Trans To Drug Task Force	82-8115	43,000	0	0	0	0	0%
Transfers Out Totals:		**43,000**	**0**	**0**	**0**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	337,760	374,320	36,560	10%
Contingencies Totals:		**0**	**0**	**337,760**	**374,320**	**36,560**	**10%**
Total Expenditures:		**135,881**	**85,212**	**480,960**	**472,120**	**(8,840)**	**1.00**

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 2015-16 fiscal year.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	95,480	100,590	97,930	97,920	(10)	0%
Interest On Investments	539	530	500	600	100	0%
Child Custody	30,795	30,484	30,480	31,200	720	0%
Transfer from Other Funds	0	18	0	0	0	0%
Transfer from Bond Reserve Fun	500	2	0	0	0	0%
Total Revenue:	**127,314**	**131,624**	**128,910**	**129,720**	**810**	**0%**
Total Unappropriated Budget:	**100,590**	**104,171**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**26,724**	**27,453**	**128,910**	**129,720**	**810**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	5,286	4,379	5,960	5,440	(520)	- 8%
Personnel Benefits	2,300	1,218	3,610	1,670	(1,940)	- 53%
Material & Supplies	19,137	21,856	41,500	41,300	(200)	- 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	77,840	81,310	3,470	4%
Total Expenditures:	**26,724**	**27,453**	**128,910**	**129,720**	**810**	**0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Administrative Assistant	0.00	0.10	0.10	0.10	0.00	0%
Staff Assistant	0.10	0.00	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 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Administrative Assistant	82-1118	0	4,379	5,960	5,440	(520)	- 8%
Staff Assistant	82-1191	5,286	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	379	322	460	420	(40)	- 8%
Retirement	82-1955	643	549	1,080	990	(90)	- 8%
Retirement Bond Payment	82-1958	400	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	587	198	1,580	0	(1,580)	- 100%
Dental Insurance	82-1965	120	98	190	190	0	0%
HSA Contribution	82-1966	100	0	200	0	(200)	- 100%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	11	8	10	10	0	0%
Salary Continuation Insur	82-1972	16	13	20	20	0	0%
S.A.I.F.	82-1975	9	7	10	10	0	0%
Unemployment	82-1980	36	25	60	30	(30)	- 50%
Personnel Services Totals:		**7,586**	**5,597**	**9,570**	**7,110**	**(2,460)**	**- 25%**
Materials & Services							
Banking Svcs Fee	82-2002	2	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(2)	0	0	0	0	0%
Contractual Services	82-2471	17,738	20,456	40,000	40,000	0	0%
Indirect Cost Allocation	82-3210	1,400	1,400	1,500	1,300	(200)	- 13%
Materials & Services Totals:		**19,137**	**21,856**	**41,500**	**41,300**	**(200)**	**- 0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	77,840	81,310	3,470	4%
Contingencies Totals:		**0**	**0**	**77,840**	**81,310**	**3,470**	**4%**
Total Expenditures:		**26,724**	**27,453**	**128,910**	**129,720**	**810**	**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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	31	31	50	100	50	1%
Interest On Investments	0	0	0	0	0	0%
St-liquor Enforcement	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	**31**	**31**	**50**	**100**	**50**	**100%**
Total Unappropriated Budget:	**31**	**31**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**0**	**0**	**50**	**100**	**50**	**100%**

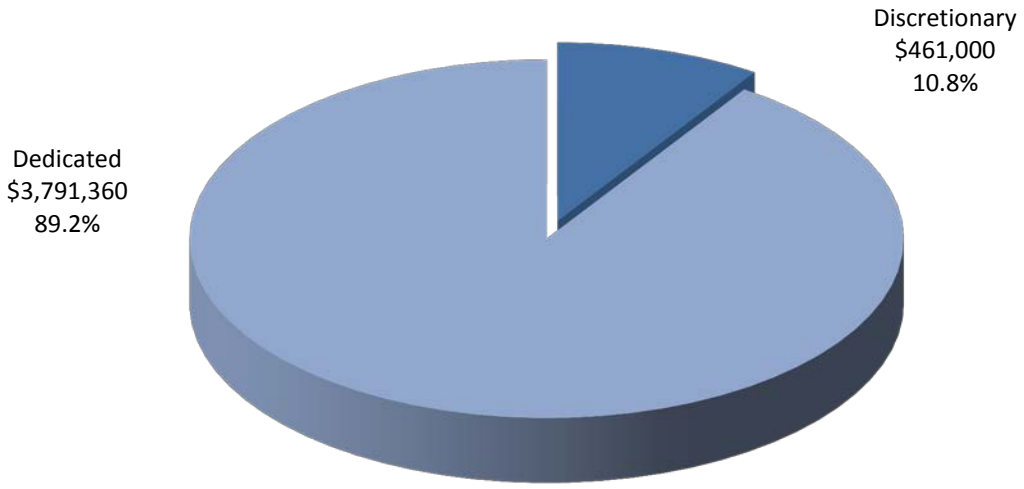
Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	50	100	50	100%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**0**	**0**	**50**	**100**	**50**	**100%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	0	0	0	0	0	0%
Materials & Services Totals:		**0**	**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	0	0	50	100	50	100%
Transfers Out Totals:		**0**	**0**	**50**	**100**	**50**	**100%**
Total Expenditures:		**0**	**0**	**50**	**100**	**50**	**1.00**

Clatsop County Functions/Programs Budget
Public Health 2016-2017
Total $4,252,360



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 2015-2016 Accomplishments and Objectives
-Monitored PH Strategic Plan via the work plan reviews.
-Completed Accreditation documentation.
-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 rising during the year. Sixty-six people are signed up as members.
-Clatsop County leads the Community Wellness subcommittee for the Way to Wellville strategic Leadership council .
-Played lead role in establishing the Northwest Coast Trails Coalition (NCTC). It is now set up as a 501(C)3.
-Continued building capacity with key players in different community sectors.
-Provided technical assistance to worksite wellness to county and community college.
-Supervised AmeriCorps VISTA to develop worksite wellness programs
-Received mini-grant to conduct Health Impact Assessment training for land-use planners, public health and transportation planners.
-Conducted active Tuberculosis case investigation. Managed more than 100 exposed persons. Public Health coordinated investigation with state and local health departments, businesses, hospitals and providers. Thirty people were put on four months of antibiotic treatment to prevent TB.

FY 2016-2017 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.
-Continue leadership level participation with Way to Wellville and Oregon's Healthiest State Program.
-Continue to lead and expand the influence of CHART and other partners to continue rolling out countywide initiatives Like Rx to Play, and the 2000 mile challenge.
-Facilitate Community-at -large projects.
-Incorporate tobacco related activities into all health and wellness initiatives.
-Lead systems and environmental changes that improve and connect non-motorized trails and pathways to enhance transportation and recreation opportunities.

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 payments from insurance, and fewer from individuals.

Some expenses from the TB investigation were covered by the state ($10,000). Local hospitals contributed X-ray services worth $20,000. Coastal Family Health Center provided medical oversight by monitoring the health of those persons who were placed on four months of anti-TB medicines, and provided the services at no cost. These inputs save the county tens of thousands of dollars.

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) transitioned ICD 9 coding to ICD 10.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	66,173	9,046	12,720	0	(12,720)	- 1%
Interest On Investments	1,915	2,068	1,800	2,400	600	0%
Interest on Insurance Payments	0	0	0	0	0	0%
State Support	41,204	40,904	40,900	41,500	600	0%
Accreditation Grant Revenue	0	0	0	0	0	0%
Cover Oregon Contract	50,533	10,622	0	0	0	0%
St. - T B Epi Program	608	508	510	0	(510)	- 1%
Healthy Kids Initiative	0	0	0	0	0	0%
Healthy Kids Contract	0	0	0	0	0	0%
SBHC Grant Revenue	0	0	0	0	0	0%
Immun. Conference Travel	0	600	0	0	0	0%
TB Case Mgmt/Investigation	0	0	0	0	0	0%
Health Impact Assessment Grant	0	0	0	5,000	5,000	0%
Prescription Drug OD Preventio	0	0	0	0	0	0%
Aids Test Fees - Pt	517	616	750	750	0	0%
OMAP HIV Fees	0	0	0	0	0	0%
Medicaid Match	14,395	(8,006)	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Public Health Donations	562	299	500	500	0	0%
WA State HCA (Medicaid)	0	0	0	0	0	0%
Immuniz.-Peri.Hep B	50	0	0	0	0	0%
Clinic Fees	4,176	4,119	5,000	5,500	500	0%
Travel Clinic Fees	11,703	10,912	12,500	12,500	0	0%
Vaccines Fees	4,497	4,351	5,000	5,500	500	0%
Influenza Vaccine Fees	3,641	1,620	2,000	2,500	500	0%
Vaccine - OHP	19,091	8,576	14,000	5,000	(9,000)	- 0%
CCO Imms	0	8,530	9,500	13,000	3,500	0%
Vaccine - Ins.	16,835	15,182	14,000	15,000	1,000	0%
Vital Statistics	19,845	27,048	24,000	29,000	5,000	0%
Oregon PHI Rev	250	0	0	0	0	0%
CHART Retreat Registration	0	800	500	0	(500)	- 1%
NW Health Foundation Grant	0	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	9	41	0	0	0	0%
Franchise Fees	0	0	0	750	750	0%
Ford Family Foundation	0	3,082	3,100	0	(3,100)	- 1%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	1,246	8,809	500	2,500	2,000	4%
Honorarium Fees	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	176,625	266,070	291,500	367,570	76,070	0%

Transfer from Other Funds	0	0	0	0	0	0%
Total Revenue:	**433,874**	**415,796**	**438,780**	**508,970**	**70,190**	**16%**
Total Unappropriated Budget:	**9,046**	**(84)**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**424,828**	**415,880**	**438,780**	**508,970**	**70,190**	**16%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	153,565	169,773	194,720	239,530	44,810	23%
Personnel Benefits	84,614	78,251	89,000	122,490	33,490	37%
Material & Supplies	186,648	167,856	155,060	146,950	(8,110)	- 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:	**424,828**	**415,880**	**438,780**	**508,970**	**70,190**	**16%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.25	0.35	0.35	0.30	(0.05)	- 14%
Staff Assistant	0.00	0.00	0.90	1.45	0.55	61%
Public Health Nurse II	1.30	1.20	1.20	1.70	0.50	41%
Accountant II	0.00	0.00	0.20	0.20	0.00	0%
Accountant I	0.20	0.20	0.00	0.00	0.00	0%
Admin. Support IV	0.80	0.80	0.00	0.00	0.00	0%
Health Promotion Specialist	0.40	0.40	0.45	0.35	(0.10)	- 22%
Total Personnel:	**2.95**	**2.95**	**3.10**	**4.00**	**0.90**	**29%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Healthy Communities: CHART Membership continues to remain strong and relevent	Count	20	15	15	33	66	75
Animal Bite/Exposure Reports/ Investigations	Count	0	8	2	21	64	75
Number of Electronic Lab Reports	Count	276	341	605	1,190	1,500	1,500
Number of Reportable Diseases	Count	119	123	121	154	200	200
Death Certificates Issued	Count	0	0	1,246	1,710	1,472	1,600
Birth Certificates Issued	Count	0	0	8	20	22	22
Timeliness of First Reports from LHD to State (<10 days)	Percent	100%	100%	89%	100%	100%	100%
Case Completion of Select Interviewed Cases:	Percent	91%	90%	83%	66%	65%	100%
Timeliness of Completion (<14 days)	Percent	95%	91%	89%	95%	86%	100%
Timeliness of Interviewed Cases (<10days)	Percent	100%	100%	100%	100%	100%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	21,274	22,632	34,100	31,320	(2,780)	- 8%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	38,210	61,720	23,510	61%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	64,197	79,597	82,420	112,520	30,100	36%
Accountant II	82-1848	0	0	11,070	11,350	280	2%
Accountant I	82-1850	8,985	9,135	0	0	0	0%
Admin. Support IV	82-1854	30,020	31,580	0	0	0	0%
Health Promotion Specialist	82-1873	29,089	26,829	28,920	22,620	(6,300)	- 21%
Extra Help Chn I	82-1905	5,968	5,725	5,000	5,000	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	11,655	12,723	15,280	18,710	3,430	22%
Retirement	82-1955	15,974	20,417	24,080	32,040	7,960	33%
Retirement Bond Payment	82-1958	13,100	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	28,774	30,918	34,820	50,650	15,830	45%
Dental Insurance	82-1965	2,891	3,435	3,500	5,840	2,340	66%
HSA Contribution	82-1966	3,131	2,198	3,100	7,200	4,100	132%
Benefits Admin Fees	82-1967	76	102	60	100	40	66%
Life Insurance	82-1970	269	298	300	400	100	33%
Salary Continuation Insur	82-1972	259	266	290	330	40	13%
S.A.I.F.	82-1975	475	512	570	750	180	31%
Unemployment	82-1980	2,042	1,657	2,000	1,470	(530)	- 26%
Personnel Services Totals:		**238,179**	**248,024**	**283,720**	**362,020**	**78,300**	**27%**
Materials & Services							
Banking Svcs Fee	82-2002	89	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(334)	0	0	0	0	0%
Telephones	82-2070	1,137	1,159	1,300	1,700	400	30%
Unapportioned Projects	82-2129	0	0	0	0	0	0%
Insurance	82-2200	0	5,953	6,000	1,990	(4,010)	- 66%
Credit Card Fees	82-2220	40	0	0	0	0	0%
OCHIN Billing Fees	82-2225	7,806	8,681	7,550	7,690	140	1%
OCHIN EMR Billing	82-2226	1,363	1,304	1,200	1,200	0	0%
Lockbox Fees	82-2230	1,037	1,027	1,050	1,050	0	0%
License And Permit Fees	82-2240	75	100	150	150	0	0%
Maintenance - Equipment	82-2260	525	341	500	500	0	0%
Software Maintenance	82-2265	0	79	0	0	0	0%
General Equipment	82-2268	284	46	100	100	0	0%
Medical Supplies	82-2345	4,023	3,344	5,000	5,000	0	0%

MAC Admin Fees	82-2350	188	120	0	0	0	0%
Membership Fees And Dues	82-2370	898	561	1,040	1,280	240	23%
Office Supplies	82-2410	461	370	400	420	20	5%
Books And Periodicals	82-2413	93	26	50	50	0	0%
Postage And Freight	82-2419	1,007	812	700	1,000	300	42%
Records And Forms	82-2422	181	197	340	340	0	0%
Printing And Reproduction	82-2425	1,043	828	800	800	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	5,262	4,452	4,450	1,580	(2,870)	- 64%
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	6,800	5,104	3,100	0	(3,100)	- 100%
Administration	82-2475	0	0	0	0	0	0%
Cover Oregon Contract	82-2490	40,334	9,481	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Healthy Kids Contract Expenses	82-2493	0	0	0	0	0	0%
SBHC Grant Expenses	82-2495	0	0	0	0	0	0%
NWHF Contract Expenses	82-2497	0	0	0	0	0	0%
Accreditation Grant Expense	82-2498	0	468	0	0	0	0%
CHART Expenses	82-2501	0	500	500	0	(500)	- 100%
Medical Services	82-2502	0	35	150	150	0	0%
Lab Services	82-2503	1,317	976	1,200	1,000	(200)	- 16%
State Vaccines	82-2509	18,844	25,125	23,320	23,320	0	0%
Locally Owned Vaccine	82-2511	0	0	0	0	0	0%
TB Investigation 2015-2294	82-2515	0	0	0	0	0	0%
Health Impact Assessment Grant	82-2517	0	0	0	5,000	5,000	100%
PDOP Grant Expenses	82-2518	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	187	0	0	0	0	0%
Advertising	82-2605	215	98	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Meetings/ Hosting	82-2750	0	0	0	0	0	0%
Educational Materials	82-2777	67	15	110	110	0	0%
Vehicle Maintenance & Use	82-2923	24	226	300	300	0	0%
Education And Training	82-2928	245	0	650	200	(450)	- 69%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	1,283	1,688	750	1,570	820	109%
S.County Utilities	82-2972	0	0	0	0	0	0%
Patient Refunds	82-3007	259	138	250	250	0	0%
Indirect Cost Allocation	82-3210	90,700	93,400	92,900	89,000	(3,900)	- 4%
Materials & Services Totals:		**186,648**	**167,856**	**155,060**	**146,950**	**(8,110)**	**- 5%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**424,828**	**415,880**	**438,780**	**508,970**	**70,190**	**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 2015-16 Accomplishments and Objectives
-BOCC adopted a park rules ordinance banning all tobacco and smoking products from Clatsop County Parks. (5/2015)
City of Astoria adopted a tobacco and smoke free parks policy for all city parks. (8/2015)
-Maintained compliance with the Indoor Clean Air Act, enforce and respond to complaints and violations of the Smoke-free Workplace Law.
-Provided guidance on Way to Wellville's Strategic Leadership Council
-Provided guidance for Accreditation activities
-Created and facilitate tri county (Clatsop, Tillamook, Columbia) initiative to work with Columbia Pacific Care Organization, Tobacco Prevention, Juvenile Prevention, and Oregon Health Authority to initiate coordinated tobacco cessation planning with providers, Insurance, and Environmental policies
-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.

FY2016-2017 Goals and Objectives
-Continue leading tri-county initiative to streamline cessation opportunities and services. This includes piloting a texting program called Care Message with funding from the CCO.
-Continue providing guidance on Way to Wellville's Strategic Leadership council
-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 Smoke-free 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.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	9,915	0	0	0	0	0%
Tobacco Prevention	52,579	63,239	64,420	64,250	(170)	0%
Franchise Fees	0	0	0	90	90	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	1,250	550	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:	**63,744**	**63,789**	**64,420**	**64,340**	**(80)**	**- 0%**
Total Unappropriated Budget:	**0**	**0**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**63,744**	**63,788**	**64,420**	**64,340**	**(80)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	35,262	41,249	40,210	34,310	(5,900)	- 14%
Personnel Benefits	14,749	11,646	9,430	17,230	7,800	82%
Material & Supplies	13,733	10,894	14,780	12,800	(1,980)	- 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:	**63,744**	**63,788**	**64,420**	**64,340**	**(80)**	**- 0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.15	0.15	0.05	0.05	0.00	0%
Health Promotion Specialist	0.40	0.40	0.55	0.45	(0.10)	- 18%
Total Personnel:	**0.55**	**0.55**	**0.60**	**0.50**	**(0.10)**	**- 16%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Increase # of calls to state quit line and other quit resources	Count	0	0	100	100	0	0
Implement tighter policy for Parks	Count	0	0	10	5	0	0
Reduce teen smoking rates: 11th graders	Percent	16%	10%	9%	15%	20%	20%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	10,637	13,579	4,870	5,220	350	7%
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	297	0	0	0	0%
Admin. Support IV	82-1854	0	0	0	0	0	0%
Health Promotion Specialist	82-1873	24,625	27,373	35,340	29,090	(6,250)	- 17%
Extra Help	82-1941	669	0	0	0	0	0%
F.I.C.A.	82-1950	2,728	3,126	3,080	2,620	(460)	- 14%
Retirement	82-1955	4,745	5,256	4,750	4,130	(620)	- 13%
Retirement Bond Payment	82-1958	3,400	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	2,039	2,197	790	8,130	7,340	929%
Dental Insurance	82-1965	232	278	90	940	850	944%
HSA Contribution	82-1966	300	225	100	1,000	900	900%
Benefits Admin Fees	82-1967	13	13	10	10	0	0%
Life Insurance	82-1970	47	55	50	50	0	0%
Salary Continuation Insur	82-1972	59	69	50	40	(10)	- 20%
S.A.I.F.	82-1975	104	120	110	100	(10)	- 9%
Unemployment	82-1980	413	307	400	210	(190)	- 47%
Personnel Services Totals:		**50,011**	**52,895**	**49,640**	**51,540**	**1,900**	**3%**
Materials & Services							
Telephones	82-2070	216	267	300	300	0	0%
Facilities Rental	82-2143	0	0	0	0	0	0%
Insurance	82-2200	0	0	0	350	350	100%
Maintenance - Equipment	82-2260	0	62	0	0	0	0%
Membership Fees And Dues	82-2370	191	228	200	490	290	145%
Office Supplies	82-2410	138	15	200	170	(30)	- 15%
Books And Periodicals	82-2413	131	172	100	100	0	0%
Postage And Freight	82-2419	104	32	150	150	0	0%
Printing And Reproduction	82-2425	409	129	1,500	1,120	(380)	- 25%
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	50	100	190	90	90%
Contract Personnel	82-2470	0	0	0	0	0	0%
Contractual Services	82-2471	2,500	688	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Tobacco Prevention	82-2512	0	630	0	0	0	0%
Publi. And Legal Notices	82-2600	32	0	50	50	0	0%
Meetings/ Hosting	82-2750	0	0	0	0	0	0%

Educational Materials	82-2777	12	18	50	50	0	0%
Vehicle Maintenance & Use	82-2923	0	158	200	200	0	0%
Education And Training	82-2928	210	0	1,030	0	(1,030)	- 100%
Reimbursed Travel Expense	82-2930	790	1,846	4,000	3,130	(870)	- 21%
Indirect Cost Allocation	82-3210	9,000	6,600	6,900	6,500	(400)	- 5%
Materials & Services Totals:		**13,733**	**10,894**	**14,780**	**12,800**	**(1,980)**	**- 13%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**63,744**	**63,788**	**64,420**	**64,340**	**(80)**	**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 2015-2016 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%.
-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.
-Passed yearly state review without flaws
- Assisted delegate to train new staff regarding vaccinations and use of Alert IIS state data base for immunizations
- Established a vaccine recall for past due childhood vaccinations
- Increased number of insurance contracts to receive greater revenue.

FY 2016-2017 Goals and Objectives
-Participate in Homeless Connect
-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.
- Implement HPV recall process
- Working with BS nursing students on HPV vaccination outreach to providers and CCC MA and Nursing students to increase knowledge and encourage development of scripting conversations when speaking to adolescents and parents
- Outreach to community members where non-medical exemption rates have increased

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.
- Worked with the state immunization department to increase number of insurance contracts to receive greater revenue.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	373	0	0	0	0	0%
Or Health Immun Project	12,527	15,356	14,040	14,040	0	0%
H1N1	0	0	0	0	0	0%
Immun. PHER	0	0	0	0	0	0%
Immun. ACA Adult Grant	0	0	0	0	0	0%
Immun. Conference Travel	1,500	0	0	0	0	0%
Total Revenue:	**14,400**	**15,356**	**14,040**	**14,040**	**0**	**0%**
Total Unappropriated Budget:	**0**	**1,314**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**14,400**	**14,042**	**14,040**	**14,040**	**0**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	8,586	7,671	6,740	6,910	170	2%
Personnel Benefits	4,705	3,371	3,100	3,130	30	0%
Material & Supplies	1,109	2,999	4,200	4,000	(200)	- 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:	**14,400**	**14,042**	**14,040**	**14,040**	**0**	**0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of vaccinations provided	Count	1,696	928	1,000	1,308	1,100	1,100
Number of outreach clinics conducted includes all types of vaccines	Count	12	6	6	0	0	2
LPHA shall increase 4th DTaP coverage rate for 24 month old by one percentage point and/or maintain rate at > 90%	Percent	66%	79%	82%	81%	80%	80%
LPHA will ensure that 80% of newborns exposed to peri-natal hepatitis B receive immunization series by 15 months of age.	Percent	0%	0%	100%	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%	50%	50%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	8,296	7,523	6,740	6,910	170	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	290	148	0	0	0	0%
Admin. Support IV	82-1854	0	0	0	0	0	0%
Health Promotion Specialist	82-1873	0	0	0	0	0	0%
Extra Help - Interpreter	82-1906	0	0	0	0	0	0%
F.I.C.A.	82-1950	610	541	520	530	10	1%
Retirement	82-1955	887	860	740	760	20	2%
Retirement Bond Payment	82-1958	500	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	2,049	1,519	1,360	1,400	40	2%
Dental Insurance	82-1965	234	198	150	160	10	6%
HSA Contribution	82-1966	192	147	200	200	0	0%
Benefits Admin Fees	82-1967	9	3	20	0	(20)	- 100%
Life Insurance	82-1970	16	14	10	10	0	0%
Salary Continuation Insur	82-1972	9	9	10	10	0	0%
S.A.I.F.	82-1975	28	24	20	20	0	0%
Unemployment	82-1980	171	55	70	40	(30)	- 42%
Personnel Services Totals:		**13,291**	**11,042**	**9,840**	**10,040**	**200**	**2%**
Materials & Services							
Telephones	82-2070	171	212	480	480	0	0%
Unapportioned Projects	82-2129	0	0	0	710	710	100%
Insurance	82-2200	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	0	796	0	0	0	0%
General Equipment	82-2268	0	1,040	0	0	0	0%
Medical Supplies	82-2345	0	0	360	50	(310)	- 86%
Membership Fees And Dues	82-2370	0	19	200	200	0	0%
Office Supplies	82-2410	56	0	160	160	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	0	11	200	200	0	0%
Printing And Reproduction	82-2425	42	20	200	200	0	0%
PC Equipment	82-2455	0	0	0	190	190	100%
Administration	82-2475	0	0	0	0	0	0%
Adult Imm. Grant Expense	82-2491	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Educational Materials	82-2777	0	0	400	410	10	2%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	0	0	500	200	(300)	- 60%

Reimbursed Travel Expense	82-2930	140	0	600	0	(600)	- 100%
Indirect Cost Allocation	82-3210	700	900	1,000	1,100	100	10%
Materials & Services Totals:		**1,109**	**2,999**	**4,200**	**4,000**	**(200)**	**- 4%**
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:		**14,400**	**14,042**	**14,040**	**14,040**	**0**	**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 2015-2016 Accomplishments and Objectives
-Renewed IBCLC (International Board Certified Lactation Consultant) license for 2015 to 2020.
-Work closely with Columbia Memorial Hospital & Providence Seaside Hospital and their local clinics, as well as the High Risk Perinatal Clinics at St. Vincent's, Emanuel and OHSU, in Portland, to help serve MCM for high risk pregnant clients.
-Worked in partnership with DHS and the Harbor, formerly called the Women's Resource Center, targeting pregnant women and teens, assisting with Intimate Partner Violence Prevention
-Used electronic billing in real-time in ORCHIDS & Electronic Medical Records for Health Dept. clinics (EMR).
-Kept Up-To-Date reporting of all MCM (Maternal Case Management) functions.
-Hired and trained a casual MCH nurse (who's currently only working occasionally in the immz. clinic).

FY 2016-2017 Goals and Objectives
-Begin billing for lactation consulting by OHP+ insurance.
-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 CEU's.
-Negotiate with the Columbia Pacific CCO to contract with them to provide MCM services for payment for services to their insured members.
-Continue to attend the NC Breastfeeding Coalition meetings.

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.
In order to serve more clients efficiently, extra help needs to be hired for Maternal Child Health: There are many more high-risk babies, children and adolescents, and high risk pregnant clients, and lactation services, in Clatsop County, than can be assisted, with the current full time 1.0 FTE Public Health Nurse. Help is needed when the lone PHN/IBCLC is sick, on vacation, away on training, etc.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	0	278	1,400	500	(900)	- 0%
M.C.H. Grant	3,940	3,940	3,940	3,940	0	0%
MCH Title V - CAH	5,984	5,750	5,750	5,750	0	0%
MCH Title V - Flex Funds	13,964	13,250	13,250	13,250	0	0%
M.C.H. Prenatal Grant	2,100	2,100	2,100	2,100	0	0%
Maternity Case Management	4,715	5,567	4,660	4,930	270	0%
Franchise Fees	0	0	0	90	90	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	26,800	25,500	27,000	28,800	1,800	0%
Total Revenue:	**57,503**	**56,385**	**58,100**	**59,360**	**1,260**	**2%**
Total Unappropriated Budget:	**278**	**3,412**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**57,225**	**52,974**	**58,100**	**59,360**	**1,260**	**2%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	32,942	32,818	36,240	32,090	(4,150)	- 11%
Personnel Benefits	16,084	12,008	12,880	18,730	5,850	45%
Material & Supplies	8,199	8,148	8,980	8,540	(440)	- 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:	**57,225**	**52,974**	**58,100**	**59,360**	**1,260**	**2%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.10	0.05	0.05	0.05	0.00	0%
Public Health Nurse II	0.40	0.45	0.40	0.40	0.00	0%
Total Personnel:	**0.50**	**0.50**	**0.45**	**0.45**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of MCM clients only	Count	52	43	28	41	32	40
Percent of clients duplicated in all MCM programs	Percent	1%	5%	1%	2%	0%	0%
Percent of clients referred to MCM from WIC	Percent	30%	24%	30%	75%	71%	70%
Percent of clients who are uninsured	Percent	3%	5%	3%	4%	4%	4%
Percent of clients who use tobacco before and during pregnancy	Percent	92%	85%	80%	50%	61%	60%
Percent of clients who receive regular prenatal care	Percent	70%	85%	95%	83%	91%	90%
Percent of clients referred to a primary care provider	Percent	99%	100%	100%	100%	57%	100%
Percent of clients referred for immunizations	Percent	99%	99%	100%	100%	100%	100%
Percent of clients referred for family planning 1st post partum home visit	Percent	75%	100%	100%	92%	96%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	3,900	4,526	4,870	5,220	350	7%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	0	0	0	0%
Clinical Provider	82-1201	0	0	4,400	0	(4,400)	- 100%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	29,042	28,292	26,970	26,870	(100)	- 0%
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	2,379	2,460	2,770	2,450	(320)	- 11%
Retirement	82-1955	5,125	4,901	5,770	5,820	50	0%
Retirement Bond Payment	82-1958	2,800	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	4,173	3,340	2,940	8,130	5,190	176%
Dental Insurance	82-1965	438	415	340	940	600	176%
HSA Contribution	82-1966	596	447	500	1,000	500	100%
Benefits Admin Fees	82-1967	12	12	10	10	0	0%
Life Insurance	82-1970	56	55	50	50	0	0%
Salary Continuation Insur	82-1972	43	43	40	40	0	0%
S.A.I.F.	82-1975	88	94	100	100	0	0%
Unemployment	82-1980	373	241	360	190	(170)	- 47%
Personnel Services Totals:		**49,026**	**44,826**	**49,120**	**50,820**	**1,700**	**3%**
Materials & Services							
Telephones	82-2070	594	461	550	550	0	0%
Insurance	82-2200	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Medical Supplies	82-2345	12	0	50	50	0	0%
Membership Fees And Dues	82-2370	19	68	30	30	0	0%
Office Supplies	82-2410	85	233	220	220	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Postage And Freight	82-2419	101	299	220	240	20	9%
Printing And Reproduction	82-2425	83	189	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	6	0	10	10	0	0%
Educational Materials	82-2777	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	478	198	750	830	80	10%
Education And Training	82-2928	0	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	20	0	40	0	(40)	- 100%

Patient Refunds	82-3007	0	0	0	0	0	0%
Community Connections	82-3085	0	0	160	160	0	0%
Indirect Cost Allocation	82-3210	6,800	6,700	6,800	6,300	(500)	- 7%
Materials & Services Totals:		**8,199**	**8,148**	**8,980**	**8,540**	**(440)**	**- 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:		**57,225**	**52,974**	**58,100**	**59,360**	**1,260**	**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 2015-2016 Accomplishments and Objectives
-Maintained balanced budget.
-Used electronic billing in real-time in ORCHIDS & Electronic Medical Records for health department clinics (EMR).
-Payment for services will occur for 100% of all OHP+ claims submitted within 60 days of service provision.
-Provide Up-To-Date reporting of all MCH (Maternal Child health) functions for the Babies First Program and CaCoon program.
-Actively participating member of the North Coast Breast Feeding Coalition and CCN team.
-Hired and trained casual MCH nurse (who works only in Immunization clinic at this time).
-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.
-renewed IBCLC (International Board Certified Lactation Consultant) 5 year license to the year 2020
-ongoing continuing education for RN & IBCLC licenses, through conferences and webinars

FY 2016-2017 Goals and Objectives
-Begin billing for lactation services by OHP and private insurance companies.
-Continue participation in Community Connections multidisciplinary assessment and referral clinics.
-Continue participation in the NC Breastfeeding Coalition
-Continue participation in Early Childhood Group LICC,
-Continuing education for RN and lactation services via webinars & seminars for CEUs -Hire and train more MCH home visiting nurses, in order to serve more clients efficiently.
-Negotiate with Columbia Pacific CCO to contract and provide services to the CCO clients.
-Continue participation in redesign of home visiting services statewide.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

In 2016 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, and then will give those to the CCO, which in turn would give those to the local county.
Extra help for Maternal Child Health: There are many more high-risk babies, children and adolescents, and high risk pregnant clients, and lactation services, in Clatsop County, than can be assisted, with the current full time 1.0 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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	17,780	9,531	27,030	17,420	(9,610)	- 0%
Comm Connections	10,000	9,500	10,000	10,000	0	0%
Babies 1st	6,649	6,489	6,490	6,490	0	0%
Babies First Fees	37,681	56,514	48,590	48,590	0	0%
Cacoon-cdrc	12,160	7,296	12,160	12,160	0	0%
CaCoon Fees-TCM	2,199	0	0	0	0	0%
CCN Annual Retreat	400	0	0	0	0	0%
Rev. Refunds & Reim.	1	150	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	11,175	11,650	0	20	20	0%
Total Revenue:	**98,044**	**101,130**	**104,270**	**94,680**	**(9,590)**	**- 9%**
Total Unappropriated Budget:	**9,531**	**18,494**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**88,513**	**82,636**	**104,270**	**94,680**	**(9,590)**	**- 9%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	54,000	54,406	60,130	52,330	(7,800)	- 12%
Personnel Benefits	27,622	22,487	23,220	29,750	6,530	28%
Material & Supplies	6,891	5,744	20,920	12,600	(8,320)	- 39%
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:	**88,513**	**82,636**	**104,270**	**94,680**	**(9,590)**	**- 9%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.10	0.05	0.05	0.05	0.00	0%
Staff Assistant	0.00	0.00	0.10	0.05	(0.05)	- 50%
Public Health Nurse II	0.60	0.65	0.65	0.70	0.05	7%
Accountant II	0.00	0.00	0.05	0.05	0.00	0%
Accountant I	0.10	0.10	0.00	0.00	0.00	0%
Admin. Support IV	0.10	0.10	0.00	0.00	0.00	0%
Total Personnel:	**0.90**	**0.90**	**0.85**	**0.85**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of Babies First and CaCoon Clients	Count	154	113	147	138	143	145
Percent of clients duplicated in BF/CaCoon programs	Percent	1%	1%	0%	1%	2%	2%
Percent of clients refered to BF/CaCoon from WIC	Percent	29%	50%	50%	43%	39%	40%
Percent of BF visits where child development is documented in ORCHIDs	Percent	99%	100%	100%	100%	100%	100%
Percent of BF visits where well child care is documented in ORCHIDS	Percent	100%	100%	100%	100%	100%	100%
Percent of CaCoon visits where child development is documented in ORCHIDS	Percent	100%	100%	100%	100%	100%	100%
Percent of CaCoon visits where well child care is documented in ORCHIDS	Percent	99%	100%	100%	100%	100%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	3,900	4,527	4,870	5,220	350	7%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	4,270	2,010	(2,260)	- 52%
Clinical Provider	82-1201	0	177	4,400	0	(4,400)	- 100%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	41,567	40,833	43,820	42,260	(1,560)	- 3%
Accountant II	82-1848	0	0	2,770	2,840	70	2%
Accountant I	82-1850	4,664	4,903	0	0	0	0%
Admin. Support IV	82-1854	3,869	3,966	0	0	0	0%
Health Promotion Specialist	82-1873	0	0	0	0	0	0%
Extra Help-Clinical	82-1905	760	1,861	0	0	0	0%
F.I.C.A.	82-1950	3,937	4,184	4,600	4,000	(600)	- 13%
Retirement	82-1955	8,150	7,768	9,360	8,890	(470)	- 5%
Retirement Bond Payment	82-1958	4,600	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	7,683	6,596	6,820	13,060	6,240	91%
Dental Insurance	82-1965	742	712	700	1,510	810	115%
HSA Contribution	82-1966	796	597	800	1,650	850	106%
Benefits Admin Fees	82-1967	19	20	20	20	0	0%
Life Insurance	82-1970	97	96	80	80	0	0%
Salary Continuation Insur	82-1972	75	75	70	70	0	0%
S.A.I.F.	82-1975	148	163	170	160	(10)	- 5%
Unemployment	82-1980	616	414	600	310	(290)	- 48%
Personnel Services Totals:		**81,622**	**76,892**	**83,350**	**82,080**	**(1,270)**	**- 1%**
Materials & Services							
Telephones	82-2070	416	458	500	500	0	0%
Unapportioned Projects	82-2129	0	0	12,970	4,310	(8,660)	- 66%
Program Supplies	82-2140	312	0	300	300	0	0%
Insurance	82-2200	0	0	0	350	350	100%
General Equipment	82-2268	0	0	0	0	0	0%
Medicaid Reimbursement	82-2342	0	0	0	0	0	0%
Medical Supplies	82-2345	14	0	50	50	0	0%
Membership Fees And Dues	82-2370	97	102	100	80	(20)	- 20%
Office Supplies	82-2410	49	37	100	100	0	0%
Postage And Freight	82-2419	23	0	50	40	(10)	- 20%
Printing And Reproduction	82-2425	73	159	200	200	0	0%
PC Equipment	82-2455	0	0	0	190	190	100%
Administration	82-2475	32	0	0	0	0	0%
Advertising	82-2605	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	698	341	750	870	120	16%
Education And Training	82-2928	65	110	400	380	(20)	- 5%

Reimbursed Travel Expense	82-2930	53	36	400	330	(70)	- 17%
Community Connections	82-3085	459	0	0	0	0	0%
Indirect Cost Allocation	82-3210	4,600	4,500	5,100	4,900	(200)	- 3%
Materials & Services Totals:		**6,891**	**5,744**	**20,920**	**12,600**	**(8,320)**	**- 39%**
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:		**88,513**	**82,636**	**104,270**	**94,680**	**(9,590)**	**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 2015-16 Accomplishments and Objectives
- Implemented eWIC, electronic transfer of benefits, no more paper vouchers.
-1148 (287 sets) Farm Direct vouchers were distributed to WIC families in Clatsop County.
-Provided nutrition group education from June to September at the River People Farmers Market.
-Continued the Breastfeeding Coalition for the North Coast.
-WIC staff serves as a compliance investigator assuring compliancy and integrity of WIC vendors.
-Collaborated with the Healthy Families program.
-Staff re-organized to support a contract dietitian position.
-Continue partnership with Tyack Dental that provides free dental check-ups and fluoride applications for children and infants.
-Continue 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, provide training to new staff.
-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

WIC caseloads have been falling nationally. E-WIC cards may cause more people to join WIC, because the stigma reduced and the ease of use and convenience is better.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	18,756	7,007	4,050	7,750	3,700	0%
Accreditation Grant Revenue	10,000	0	0	0	0	0%
W.i.c. Grant	203,552	199,489	190,630	186,500	(4,130)	- 0%
Breastfeeding Performance Gran	0	0	0	0	0	0%
WIC Supplies	0	0	4,500	4,500	0	0%
BF Grant Fundraising/Reimb.	60	0	0	0	0	0%
JSI Research BF Award	1,941	0	0	0	0	0%
Franchise Fees	0	0	0	380	380	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	671	1,744	0	4,500	4,500	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	24,600	30,630	57,000	53,000	(4,000)	- 0%
Total Revenue:	**259,580**	**238,870**	**256,180**	**256,630**	**450**	**0%**
Total Unappropriated Budget:	**7,007**	**3,146**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**252,574**	**235,724**	**256,180**	**256,630**	**450**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	113,831	111,596	123,290	126,330	3,040	2%
Personnel Benefits	64,790	53,749	62,080	56,120	(5,960)	- 9%
Material & Supplies	73,952	70,379	70,810	74,180	3,370	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:	**252,574**	**235,724**	**256,180**	**256,630**	**450**	**0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.05	0.05	0.00	0%
Staff Assistant	0.00	0.00	0.50	0.60	0.10	20%
Public Health Nurse II	0.20	0.20	0.20	0.20	0.00	0%
Accountant II	0.00	0.00	0.05	0.05	0.00	0%
Accountant I	0.10	0.10	0.00	0.00	0.00	0%
Admin. Support IV	0.50	0.50	0.00	0.00	0.00	0%
Wic Nutrition Aide	1.90	1.90	1.90	1.68	(0.22)	- 11%
Total Personnel:	**2.70**	**2.70**	**2.70**	**2.58**	**(0.12)**	**- 4%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Numbers of women, infants, and children on authorized caseload	Count	2,086	1,312	1,195	1,230	1,134	1,110
Numbers of woman, infants, and children who participated in WIC	Count	0	0	2,097	2,097	1,134	1,110
Total dollars authorized to WIC retailers in Clatsop County		$807,000	$767,300	$775,900	$723,749	$700,000	$700,000
Farm direct dollars to farmers in Clatsop County		$19,000	$29,280	$10,540	$4804	$5000	$5000
Percentage of pregnant women in Clatsop County served by WIC	Percent	57%	57%	51%	51%	51%	51%
Percentage of participants attending nutrition education classes	Percent	54%	64%	68%	64%	65%	65%
Percent WIC moms who start out breastfeeding	Percent	84%	93%	92%	87%	85%	85%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	0	0	4,870	5,220	350	7%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	21,070	27,270	6,200	29%
Public Health Nurse	82-1205	0	0	0	0	0	0%
Public Health Nurse II	82-1209	18,323	12,532	13,480	13,820	340	2%
Accountant II	82-1848	0	0	2,770	2,840	70	2%
Accountant I	82-1850	4,664	4,853	0	0	0	0%
Admin. Support IV	82-1854	17,478	18,760	0	0	0	0%
Wic Nutrition Aide	82-1871	73,365	75,451	81,100	77,180	(3,920)	- 4%
Health Promotion Specialist	82-1873	0	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	8,156	7,966	9,430	9,660	230	2%
Retirement	82-1955	16,895	16,313	20,950	21,240	290	1%
Retirement Bond Payment	82-1958	8,700	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	26,597	25,535	27,340	18,280	(9,060)	- 33%
Dental Insurance	82-1965	2,156	2,014	2,120	2,060	(60)	- 2%
HSA Contribution	82-1966	0	0	100	3,160	3,060	3060%
Benefits Admin Fees	82-1967	36	62	40	60	20	50%
Life Insurance	82-1970	221	207	300	310	10	3%
Salary Continuation Insur	82-1972	197	197	200	190	(10)	- 5%
S.A.I.F.	82-1975	355	345	370	400	30	8%
Unemployment	82-1980	1,477	1,111	1,230	760	(470)	- 38%
Personnel Services Totals:		**178,621**	**165,346**	**185,370**	**182,450**	**(2,920)**	**- 1%**
Materials & Services							
Telephones	82-2070	1,031	1,095	1,300	1,300	0	0%
Unapportioned Projects	82-2129	0	0	0	1,930	1,930	100%
Insurance	82-2200	0	0	0	1,420	1,420	100%
Maintenance - Equipment	82-2260	326	271	400	700	300	75%
General Equipment	82-2268	63	20	0	0	0	0%
Breastfeeding Grant	82-2343	95	0	0	0	0	0%
Medical Supplies	82-2345	604	912	1,320	1,000	(320)	- 24%
WIC Supplies	82-2348	3,499	3,703	5,600	5,500	(100)	- 1%
Membership Fees And Dues	82-2370	335	332	400	160	(240)	- 60%
Office Supplies	82-2410	305	140	250	500	250	100%
Books And Periodicals	82-2413	43	42	20	20	0	0%
Postage And Freight	82-2419	2,219	1,993	1,900	1,900	0	0%
Records And Forms	82-2422	0	0	0	0	0	0%

Printing And Reproduction	82-2425	832	953	850	1,000	150	17%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	0	0	0	780	780	100%
Contract Personal	82-2470	4,367	0	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Registered Dietician	82-2500	2,288	2,613	3,000	3,000	0	0%
JSI Research BF Award	82-2514	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	97	0	100	100	0	0%
Advertising	82-2605	98	410	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Meetings/ Hosting	82-2750	308	12	0	0	0	0%
Educational Materials	82-2777	0	110	800	860	60	7%
Vehicle Maintenance & Use	82-2923	601	731	500	1,120	620	124%
Education And Training	82-2928	60	740	370	100	(270)	- 72%
Reimbursed Travel Expense	82-2930	1,382	2,203	1,000	3,990	2,990	299%
S.County Utilities	82-2972	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	55,400	54,100	53,000	48,800	(4,200)	- 7%
Materials & Services Totals:		**73,952**	**70,379**	**70,810**	**74,180**	**3,370**	**4%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**252,574**	**235,724**	**256,180**	**256,630**	**450**	**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 2015-2016
Accomplishments and Objectives
-Continue to investigate 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.
- Implemented HPV testing for female's age 24-30 yrs. who have had a history of abnormal pap smears
- Began posting services on Public Health Facebook page
FY 2016-2017
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.
-Continue posting services available on Public Health Facebook page.
- Begin to review HPV vaccination status with all clients under 18yrs old and offer vaccinations during same visit.
- Completing a contract with Washington State Medicaid to provide services to clients who reside across the border.
-Implemented new state protocols
-Began services for males.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

The Affordable Care Act has meant more people have insurance. We are receiving more payment from insurance, and less from individuals. Revenue from CCare has declined but insurance payments have increased due to work on implementing more contracts with insurance companies.
Improvements in long-acting reversible contraception means fewer visits by clients, more unwanted pregnancies averted, which saves society about $22,000 per averted pregnancy for OHP clients.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	32,769	18,442	37,380	5,150	(32,230)	- 0%
Interest on Insurance Payments	0	0	0	0	0	0%
Fed. - Family Planning	33,570	29,638	22,450	22,450	0	0%
Medicade Match	29,446	26,872	40,000	40,000	0	0%
Family Planning Fees	3,896	4,044	5,500	5,500	0	0%
Public Health Donations	2,816	3,501	3,300	3,300	0	0%
WA State HCA (Medicaid)	0	0	0	0	0	0%
CCARE Fees	105,610	63,300	101,070	101,070	0	0%
CCARE Drugs	32,743	24,638	37,800	37,800	0	0%
CCARE Lab Tests	3,076	2,087	2,750	2,750	0	0%
Vasectomy Revenue	1,800	2,400	8,000	8,000	0	0%
Vasectomy Revenue OVP	0	0	0	0	0	0%
Private Insurance Fees	7,322	11,667	7,500	14,000	6,500	0%
Omap Fees	43,542	32,975	35,000	18,000	(17,000)	- 0%
CCO Fees	0	42,074	20,000	47,300	27,300	1%
DMAP/CCO Drugs	0	0	0	0	0	0%
Franchise Fees	0	0	0	200	200	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	4,082	14,817	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	19,725	51,300	18,500	11,610	(6,890)	- 0%
Total Revenue:	**320,397**	**327,753**	**339,250**	**317,130**	**(22,120)**	**- 6%**
Total Unappropriated Budget:	**18,442**	**36,903**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**301,955**	**290,850**	**339,250**	**317,130**	**(22,120)**	**- 6%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	70,654	104,752	140,070	126,720	(13,350)	- 9%
Personnel Benefits	64,564	38,039	44,520	37,560	(6,960)	- 15%
Material & Supplies	166,736	148,059	154,660	152,850	(1,810)	- 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:	**301,955**	**290,850**	**339,250**	**317,130**	**(22,120)**	**- 6%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.05	0.05	0.00	0%
Staff Assistant	0.00	0.00	1.10	0.70	(0.40)	- 36%
Nurse Practitioner	0.00	0.60	0.00	0.00	0.00	0%
Clinical Provider	0.60	0.00	0.00	0.00	0.00	0%
Public Health Nurse II	0.40	0.40	0.40	0.40	0.00	0%
Accountant II	0.00	0.00	0.00	0.25	0.25	100%
Accountant I	0.10	0.20	0.23	0.00	(0.23)	- 100%
Admin. Support IV	1.00	1.00	0.00	0.00	0.00	0%
Total Personnel:	**2.10**	**2.20**	**1.78**	**1.40**	**(0.38)**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Total number of clients served	Count	1,627	905	680	606	550	500
Total number of clinical and lab services	Count	2,000	2,450	1,277	2,349	2,000	2,000
Number of pregnancies averted based upon birth control methods used prior to and post clinic visit	Count	200	184	155	101	110	110
Percent of clients Teens < 20 years served	Percent	15%	20%	24%	19%	20%	20%
Percent of visits in which Emergency Contraception was dispense	Percent	74%	68%	37%	29%	29%	29%
Percent of clients 150% below the poverty level	Percent	90%	94%	94%	18%	18%	20%
Percent of uninsured clients for primary care	Percent	90%	81%	81%	59%	59%	60%
Percent CT tests not meeting IPP screening criteria	Percent	0%	0%	0%	0%	0%	0%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	0	4,526	4,870	5,220	350	7%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	46,750	31,870	(14,880)	- 31%
Nurse Practitioner	82-1200	0	0	0	0	0	0%
Clinical Provider	82-1201	0	26,907	48,750	48,750	0	0%
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	23,235	25,681	26,970	26,700	(270)	- 1%
Accountant II	82-1848	0	0	12,730	14,180	1,450	11%
Accountant I	82-1850	9,662	8,737	0	0	0	0%
Admin. Support IV	82-1854	37,758	38,900	0	0	0	0%
Wic Nutrition Aide	82-1871	0	0	0	0	0	0%
Extra Help CHN II	82-1900	9,569	0	0	0	0	0%
Extra Help Chn I	82-1905	11,273	150	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	6,701	7,639	10,720	9,690	(1,030)	- 9%
Retirement	82-1955	9,977	12,205	12,800	10,500	(2,300)	- 17%
Retirement Bond Payment	82-1958	9,600	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	13,702	14,362	16,440	12,450	(3,990)	- 24%
Dental Insurance	82-1965	1,294	1,462	1,520	1,610	90	5%
HSA Contribution	82-1966	785	637	900	1,900	1,000	111%
Benefits Admin Fees	82-1967	23	37	40	30	(10)	- 25%
Life Insurance	82-1970	146	159	160	140	(20)	- 12%
Salary Continuation Insur	82-1972	125	130	150	110	(40)	- 26%
S.A.I.F.	82-1975	270	306	390	370	(20)	- 5%
Unemployment	82-1980	1,101	952	1,400	760	(640)	- 45%
Personnel Services Totals:		**135,218**	**142,791**	**184,590**	**164,280**	**(20,310)**	**- 11%**
Materials & Services							
Banking Svcs Credit Adj.	82-2003	(239)	0	0	0	0	0%
Telephones	82-2070	763	841	1,000	430	(570)	- 57%
Insurance	82-2200	0	0	0	350	350	100%
OCHIN Billing Fees	82-2225	19,748	16,548	16,000	16,250	250	1%
OCHIN EMR Billing	82-2226	1,363	1,304	1,500	1,600	100	6%
Lockbox Fees	82-2230	1,037	1,044	1,080	1,080	0	0%
License And Permit Fees	82-2240	75	100	100	100	0	0%
Maintenance - Equipment	82-2260	1,158	369	500	800	300	60%
Software Maintenance	82-2265	810	0	0	0	0	0%
General Equipment	82-2268	3,459	20	0	0	0	0%

Medicaid Reimbursement	82-2342	0	0	0	0	0	0%
Medical Supplies	82-2345	1,287	1,599	2,500	3,500	1,000	40%
Med Supplies Reimbursable	82-2346	57,495	58,287	65,000	65,000	0	0%
MAC Admin Fees	82-2350	348	360	600	600	0	0%
Membership Fees And Dues	82-2370	820	449	770	630	(140)	- 18%
Office Supplies	82-2410	264	226	300	300	0	0%
Books And Periodicals	82-2413	13	26	50	50	0	0%
Postage And Freight	82-2419	608	93	500	350	(150)	- 30%
Records And Forms	82-2422	13	24	40	40	0	0%
Printing And Reproduction	82-2425	831	651	1,000	1,000	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	0	7,189	0	970	970	100%
Legal Services	82-2469	0	0	0	0	0	0%
Contract Personnel	82-2470	15,100	0	0	0	0	0%
Contractual Services	82-2471	5	0	0	0	0	0%
Administration	82-2475	0	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Lab Services	82-2503	7,215	5,684	5,500	5,500	0	0%
Vasectomy Services	82-2507	1,800	1,900	8,000	7,250	(750)	- 9%
Publi. And Legal Notices	82-2600	633	200	200	200	0	0%
Advertising	82-2605	814	98	70	70	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Educational Materials	82-2777	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	29	21	300	550	250	83%
Education And Training	82-2928	575	0	950	500	(450)	- 47%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	113	26	300	630	330	110%
S.County Utilities	82-2972	0	0	0	0	0	0%
Patient Refunds	82-3007	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	50,600	51,000	48,400	45,100	(3,300)	- 6%
Materials & Services Totals:		**166,736**	**148,059**	**154,660**	**152,850**	**(1,810)**	**- 1%**
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:		**301,955**	**290,850**	**339,250**	**317,130**	**(22,120)**	**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 2015-2016 Accomplishments and Objectives
-New HHW facility to be built by fiscal year 2016
-Hired Special Waste Associates to develop design/build plan
-Draft Letter Report submitted to Clatsop County in October 2015 outlining project needs
-Met with SWAC and advised that new HHW facility construction will use up all tipping fees and no collection events will be held in 2015-2016 until new HHW facility is built and operational.

FY 2016-17 Goals and Objectives
-Construct and open new HHW collection facility by late Summer 2016.
-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 from special projects will also defray capital expenses.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	0	167,647	182,290	162,500	(19,790)	- 0%
DEQ HHWP Grant	0	0	77,000	77,000	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Environmental Inspections	0	0	0	0	0	0%
HHW Revenue	103,902	102,154	98,000	175,000	77,000	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	19,950	0	0	0	0	0%
Total Revenue:	**123,852**	**269,801**	**357,290**	**414,500**	**57,210**	**16%**
Total Unappropriated Budget:	**68,209**	**258,770**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**55,642**	**11,031**	**357,290**	**414,500**	**57,210**	**16%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	7,734	7,029	16,240	17,200	960	5%
Personnel Benefits	2,656	2,787	7,250	7,490	240	3%
Material & Supplies	45,252	1,215	33,800	314,810	281,010	831%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	25,000	25,000	0%
Transfer Out	0	0	300,000	50,000	(250,000)	- 83%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**55,642**	**11,031**	**357,290**	**414,500**	**57,210**	**16%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.05	0.05	0.00	0%
Environmental Health Superviso	0.09	0.10	0.15	0.15	0.00	0%
Total Personnel:	**0.09**	**0.10**	**0.20**	**0.20**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of community collection events.	Count	0	0	1	1	0	8
Number of community education activities or materials developed.	Count	0	0	4	4	0	10
Collection of recyclable and HHW materials at new facility	Percent	0%	0%	0%	20%	0%	100%
Decrease volume of PaintCare products taken at collection event from previous 3 year average.	Percent	0%	0%	0%	10%	10%	5%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	0	0	4,870	5,220	350	7%
Deputy Director HHS	82-1095	0	0	0	0	0	0%
Environmental Health Superviso	82-1194	7,734	6,584	11,370	11,980	610	5%
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	445	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	575	521	1,240	1,320	80	6%
Retirement	82-1955	650	859	2,130	2,260	130	6%
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	1,149	1,080	2,850	2,930	80	2%
Dental Insurance	82-1965	100	103	280	280	0	0%
HSA Contribution	82-1966	0	50	400	400	0	0%
Benefits Admin Fees	82-1967	0	2	0	0	0	0%
Life/AD&D Insurance	82-1970	30	33	20	20	0	0%
Salary Continuation Insur	82-1972	1	2	40	40	0	0%
S.A.I.F.	82-1975	73	70	130	140	10	7%
Unemployment	82-1980	78	67	160	100	(60)	- 37%
Personnel Services Totals:		**10,390**	**9,815**	**23,490**	**24,690**	**1,200**	**5%**
Materials & Services							
Telephones	82-2070	0	4	100	500	400	400%
Unapportioned Projects	82-2129	0	0	0	34,140	34,140	100%
Program Supplies	82-2140	0	0	0	10,000	10,000	100%
General Equipment	82-2268	0	27	0	75,000	75,000	100%
Membership Fees And Dues	82-2370	0	0	200	400	200	100%
Office Supplies	82-2410	0	0	0	10,000	10,000	100%
Books And Periodicals	82-2413	0	0	0	1,000	1,000	100%
Postage And Freight	82-2419	0	0	100	230	130	130%
Printing And Reproduction	82-2425	0	7	1,500	1,500	0	0%
Prof And Spec Services	82-2450	331	0	0	10,000	10,000	100%
PC Equipment	82-2455	0	0	0	190	190	100%
Facility Development	82-2461	150	0	0	47,400	47,400	100%
Collection Event	82-2463	43,168	1,177	0	0	0	0%
Contract Personal	82-2470	0	0	0	50,000	50,000	100%
Contractual Services	82-2471	0	0	28,250	50,000	21,750	76%

Administration	82-2475	0	0	0	0	0	0%
Lab Services	82-2503	0	0	0	15,000	15,000	100%
Carryover	82-2513	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Advertising	82-2605	1,603	0	400	1,000	600	150%
Educational Materials	82-2777	0	0	0	1,350	1,350	100%
Education And Training	82-2928	0	0	1,350	5,000	3,650	270%
Miscellaneous Expense	82-2929	0	0	0	250	250	100%
Reimbursed Travel Expense	82-2930	0	0	0	750	750	100%
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	1,500	700	(800)	- 53%
Materials & Services Totals:		**45,252**	**1,215**	**33,800**	**314,810**	**281,010**	**831%**
Capital Outlay							
Automotive Equipment	82-4200	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	0	0	0	25,000	25,000	100%
Capital Outlay Totals:		**0**	**0**	**0**	**25,000**	**25,000**	**100%**
Transfers Out							
Trans To Special Projects	82-8100	0	0	300,000	50,000	(250,000)	- 83%
Transfers Out Totals:		**0**	**0**	**300,000**	**50,000**	**(250,000)**	**- 83%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**55,642**	**11,031**	**357,290**	**414,500**	**57,210**	**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 2015-2016 Accomplishments and Objectives
-Clatsop County PHEP Program is 100% compliant with all requirement of Program Element 12 (PE 12).
-Completed semi-annual program review.
-Completed call-down exercise for staff, after hours, to ensure staff are reachable.
-Will complete a tabletop exercise for the Continuity of Operations plan.
-Participated in local and state preparedness actions due to Zika concerns.
-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.
-Participated with other stakeholder in the Emergency Preparedness workgroup at Camp Rilea.
-Planning for, and will participate in the Cascadia Rising full-scale exercise.
-Replace emergency supplies that have reached expiration dates.

FY 2016-2017 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

Supplemental funds from federal sources for Ebola carry over to 2016-2017.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	1,176	1	0	0	0	0%
EBOLA Emerg Prep	0	2,655	11,820	8,660	(3,160)	- 0%
B/T Preparedness	71,098	77,485	77,780	77,780	0	0%
Pandemic Flu I	0	0	0	0	0	0%
All Hazard Mini Grant	1,521	0	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%
Franchise Fees	0	0	0	200	200	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	0	0	0	0	0%
Total Revenue:	**73,795**	**80,141**	**89,600**	**86,640**	**(2,960)**	**- 3%**
Total Unappropriated Budget:	**1**	**0**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**73,794**	**80,141**	**89,600**	**86,640**	**(2,960)**	**- 3%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	39,150	46,012	40,920	44,130	3,210	7%
Personnel Benefits	20,155	19,951	18,980	19,340	360	1%
Material & Supplies	14,490	14,178	29,700	23,170	(6,530)	- 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:	**73,794**	**80,141**	**89,600**	**86,640**	**(2,960)**	**- 3%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.30	0.30	0.25	0.30	0.05	20%
Staff Assistant	0.00	0.00	0.10	0.00	(0.10)	- 100%
Environmental Health Superviso	0.00	0.00	0.05	0.05	0.00	0%
Environmental Health Specialis	0.20	0.20	0.05	0.05	0.00	0%
Public Health Nurse II	0.00	0.00	0.05	0.05	0.00	0%
Accountant II	0.00	0.00	0.05	0.05	0.00	0%
Admin. Support IV	0.10	0.10	0.00	0.00	0.00	0%
Total Personnel:	**0.60**	**0.60**	**0.55**	**0.50**	**(0.05)**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Develop and implement preparedness exercises (real events count)	Count	5	5	2	2	3	2
Number of deaths related to PH emergency	Count	0	0	0	0	0	0
Percent of monthly PHEP conference calls made	Percent	95%	98%	90%	100%	90%	100%
Percent of Health Alert profiles up to date	Percent	100%	100%	100%	100%	100%	100%
Percent of monthly EPREP meetings made	Percent	90%	80%	80%	100%	90%	100%
Percent HAN of tests responded to	Percent	90%	98%	90%	100%	100%	100%
Percent of staff who reference PH emerg protocol	Percent	100%	80%	90%	90%	90%	100%
Percent of staff able to fill ICS positions	Percent	75%	60%	60%	80%	90%	90%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	24,110	31,685	24,360	31,320	6,960	28%
Clinical Manager	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	4,270	0	(4,270)	- 100%
Environmental Health Superviso	82-1194	377	0	3,790	3,990	200	5%
Environmental Health Spec. II	82-1195	0	0	0	0	0	0%
Environmental Health Specialis	82-1197	7,676	8,724	2,360	2,530	170	7%
Public Health Nurse	82-1205	0	0	3,370	0	(3,370)	- 100%
Public Health Nurse II	82-1209	280	1,637	0	3,450	3,450	100%
Public Health Nurse III	82-1212	0	0	0	0	0	0%
Accountant II	82-1848	0	0	2,770	2,840	70	2%
Accountant I	82-1850	387	0	0	0	0	0%
Admin. Support IV	82-1854	3,869	3,966	0	0	0	0%
Health Promotion Specialist	82-1873	2,450	0	0	0	0	0%
Extra Help CHN II	82-1900	0	0	0	0	0	0%
Extra Help Chn I	82-1905	0	839	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	0	20	0	0	0	0%
F.I.C.A.	82-1950	2,909	3,483	3,130	3,380	250	7%
Retirement	82-1955	5,654	6,602	6,230	7,080	850	13%
Retirement Bond Payment	82-1958	3,300	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	6,267	6,903	7,430	6,680	(750)	- 10%
Dental Insurance	82-1965	660	801	770	750	(20)	- 2%
HSA Contribution	82-1966	600	550	700	850	150	21%
Benefits Admin Fees	82-1967	13	17	10	20	10	100%
Life/AD&D Insurance	82-1970	62	62	50	50	0	0%
Salary Continuation Insur	82-1972	90	109	90	90	0	0%
S.A.I.F.	82-1975	155	184	160	180	20	12%
Unemployment	82-1980	446	382	410	260	(150)	- 36%
Personnel Services Totals:		**59,305**	**65,963**	**59,900**	**63,470**	**3,570**	**5%**
Materials & Services							
Telephones	82-2070	1,056	1,341	1,450	1,450	0	0%
Unapportioned Projects	82-2129	0	0	3,000	290	(2,710)	- 90%
Insurance	82-2200	0	0	0	0	0	0%
Maintenance - Equipment	82-2260	0	0	200	200	0	0%
Software Maintenance	82-2265	0	0	0	0	0	0%
Medical Supplies	82-2345	4	0	500	50	(450)	- 90%
Membership Fees And Dues	82-2370	97	97	410	390	(20)	- 4%
Office Supplies	82-2410	43	47	300	300	0	0%
Postage And Freight	82-2419	0	0	50	50	0	0%
Printing And Reproduction	82-2425	216	123	200	200	0	0%

Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
PC Equipment	82-2455	0	0	0	190	190	100%
Administration	82-2475	0	0	0	0	0	0%
EBOLA Emerg Prep	82-2485	0	0	11,820	8,660	(3,160)	- 26%
PHEP Mini Grant-Mass Fatality	82-2487	1,008	0	0	0	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Advertising	82-2605	32	0	80	80	0	0%
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	36	119	500	500	0	0%
Education And Training	82-2928	99	0	1,140	0	(1,140)	- 100%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	300	1,151	750	1,910	1,160	154%
Indirect Cost Allocation	82-3210	11,600	11,300	9,300	8,900	(400)	- 4%
Materials & Services Totals:		**14,490**	**14,178**	**29,700**	**23,170**	**(6,530)**	**- 21%**
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:		**73,794**	**80,141**	**89,600**	**86,640**	**(2,960)**	**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 2015-2016 Accomplishments and Objectives
-Held semi-annual OSS Industry meetings
-Hired new EHS for the OSS program.
-Hired new Permit Tech.
-OSS permitting system became fully operational.
-Operation and Maintenance program became fully operational.
-All service requests were completed within 3 days of submittal.
-315 permits were finalized.
-134 record requests were fulfilled.
-30 failing or inadequate OSS were repaired.

FY 2016-2017 Goals and Objectives
-All (100%) service requests will be responded to within 3 days of receipt.
-All (100%) complaints will be responded to within 1 working day.
-OSS Operation and Maintenance classes will be held quarterly.
-Repair all failing or inadequate OSS within 30 days of inspection.
-OSS program website will be fully inter-operational, and will include online OSS record search capability.

Performance Measures

The Public Health Workplan is available for review.

Budget Highlights

No fee increase in 2016-17.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	0	13,085	7,870	17,600	9,730	1%
Public Records Request	0	0	1,930	2,500	570	0%
New Site Evaluation	0	44,052	25,400	30,000	4,600	0%
Commercial New Site Evaluation	0	700	0	0	0	0%
New Constr. Installation Permi	0	62,281	66,000	66,000	0	0%
Residential Repair & Alteratio	0	23,807	32,000	32,000	0	0%
Res Reinstate, Trans, Renewal	0	1,128	3,400	3,400	0	0%
Commercial New Construction	0	0	0	1,970	1,970	0%
Comm Repair, Alter, Author Per	0	0	0	0	0	0%
O&M Reports	0	2,260	2,500	2,500	0	0%
Annual Evaluation	0	0	1,000	1,000	0	0%
Pumper Truck Inspection	0	508	600	600	0	0%
Compliance Recovery	0	0	0	0	0	0%
Existing System Report	0	0	0	0	0	0%
Authorization Notices	0	5,836	11,000	2,500	(8,500)	- 0%
Tank Abandonment	0	0	0	0	0	0%
EH Field Time	0	170	0	0	0	0%
Land Use Record Review	0	50	0	0	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer From General	15,000	0	0	0	0	0%
Total Revenue:	**15,000**	**153,877**	**151,700**	**160,070**	**8,370**	**5%**
Total Unappropriated Budget:	**13,084**	**46,411**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**1,916**	**107,465**	**151,700**	**160,070**	**8,370**	**5%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	670	62,128	80,370	88,970	8,600	10%
Personnel Benefits	75	20,091	47,030	41,330	(5,700)	- 12%
Material & Supplies	1,171	6,105	24,300	29,770	5,470	22%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	19,142	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**1,916**	**107,465**	**151,700**	**160,070**	**8,370**	**5%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Health Director	0.00	0.00	0.05	0.05	0.00	0%
Staff Assistant	0.00	0.20	0.00	0.00	0.00	0%
Environmental Health Superviso	0.00	0.10	0.50	0.40	(0.10)	- 20%
Environmental Health Specialis	0.00	0.60	0.50	0.50	0.00	0%
Permit Technician	0.00	0.00	0.30	0.50	0.20	66%
Accountant II	0.00	0.00	0.05	0.05	0.00	0%
Total Personnel:	**0.00**	**0.90**	**1.40**	**1.50**	**0.10**	**7%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of site evaluations	Count	0	0	0	15	120	120
Number of construction permits	Count	0	0	0	80	175	200
Number of reinstatements, transfers and renewals	Count	0	0	0	3	4	10
Number of authorization notices	Count	0	0	0	8	10	12
Number of repair permits	Count	0	0	0	35	55	100
Number of complaints about failed systems	Count	0	0	0	5	10	12
Number of record requests	Count	0	0	0	175	200	300
Number of technical assistance requests	Count	0	0	0	15	25	50
Number of attendees of "Septic Systems 101"	Count	0	0	0	250	200	200
Number of visits to OSS website	Count	0	0	0	0	300	1,500
Percent of failed system reports resolved	Percent	0%	0%	0%	100%	100%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	0	0	4,870	5,220	350	7%
Staff Assistant	82-1191	0	35,301	0	0	0	0%
Environmental Health Superviso	82-1194	0	7,384	37,900	31,940	(5,960)	- 15%
Environmental Health Specialis	82-1197	670	11,642	20,830	22,600	1,770	8%
Permit Technician	82-1729	0	0	14,000	26,370	12,370	88%
Accountant II	82-1848	0	0	2,770	2,840	70	2%
Accountant I	82-1850	0	297	0	0	0	0%
Admin. Support IV	82-1854	0	7,504	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%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	51	4,632	6,150	6,810	660	10%
Retirement	82-1955	0	4,982	10,160	10,120	(40)	- 0%
Medical Waiver	82-1963	0	0	0	0	0	0%
Medical Insurance	82-1964	0	8,479	25,580	18,530	(7,050)	- 27%
Dental Insurance	82-1965	0	732	2,230	1,540	(690)	- 30%
HSA Contribution	82-1966	0	200	1,100	2,950	1,850	168%
Benefits Admin Fees	82-1967	0	20	40	20	(20)	- 50%
Life/AD&D Insurance	82-1970	5	125	140	140	0	0%
Salary Continuation Insur	82-1972	5	82	190	170	(20)	- 10%
S.A.I.F.	82-1975	7	224	640	520	(120)	- 18%
Unemployment	82-1980	7	615	800	530	(270)	- 33%
Personnel Services Totals:		**744**	**82,219**	**127,400**	**130,300**	**2,900**	**2%**
Materials & Services							
Telephones	82-2070	0	(32)	300	300	0	0%
Unapportioned Projects	82-2129	0	0	0	2,350	2,350	100%
Program Supplies	82-2140	0	1,576	220	430	210	95%
Insurance	82-2200	0	0	0	2,060	2,060	100%
License And Permit Fees	82-2240	0	150	0	0	0	0%
General Equipment	82-2268	677	81	0	100	100	100%
Membership Fees And Dues	82-2370	120	221	0	230	230	100%
Office Supplies	82-2410	31	0	0	0	0	0%
Books And Periodicals	82-2413	0	668	0	0	0	0%
Postage And Freight	82-2419	0	359	150	150	0	0%
Printing And Reproduction	82-2425	0	216	250	250	0	0%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
PC Equipment	82-2455	0	1,299	0	190	190	100%
Contract Personnel	82-2470	0	0	0	0	0	0%
DEQ Contractual Svcs.	82-2478	0	0	0	0	0	0%
Carryover	82-2513	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	191	0	0	0	0	0%
Advertising	82-2605	0	25	0	0	0	0%

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	215	500	500	0	0%
Education And Training	82-2928	0	0	280	450	170	60%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	152	1,329	200	860	660	330%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	0	0	22,400	21,900	(500)	- 2%
Materials & Services Totals:		**1,171**	**6,105**	**24,300**	**29,770**	**5,470**	**22%**
Capital Outlay							
Automotive Equipment	82-4200	0	19,142	0	0	0	0%
Capital Outlay Totals:		**0**	**19,142**	**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:		**1,916**	**107,465**	**151,700**	**160,070**	**8,370**	**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 2015-2016 Accomplishments and Objectives
-Hired Environmental Health Specialist
-Hired new Permit Tech.
-Completed 100% of all public drinking water systems surveys.
-Completed all inspections on time

FY 2016-2017 Goals and Objectives
-Complete 100% of all inspections for calendar year 2016 and 2017 on time.
-Complete 100% of all pool/spa inspections in calendar year 2016 and 2017 on time.
-Assess the community for unlicensed facilities and license as appropriate.
-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

No fee increase in 2016-17.
The Permit Tech position is shared with the Onsite Sewage Program.

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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	99,438	21,031	39,020	52,190	13,170	0%
Bed & Breakfast	1,190	1,295	1,300	1,300	0	0%
Full Service	133,258	144,851	128,000	128,000	0	0%
Food Handler Cards	9,417	8,504	6,000	6,000	0	0%
Limited	1,000	2,625	1,000	1,000	0	0%
Mobile Units	2,170	2,325	2,200	2,300	100	0%
Temps	8,341	7,795	9,500	9,500	0	0%
Food Warehouses	0	0	200	200	0	0%
Pools	5,700	5,700	5,800	5,800	0	0%
Spas	3,450	3,550	3,500	3,500	0	0%
Organizational Camps	240	240	200	200	0	0%
RV Parks	3,527	3,623	3,600	3,600	0	0%
Tourist-Bed & Breakfast	665	560	560	560	0	0%
Traveler (Hotels/Motels)	8,780	8,910	8,700	8,700	0	0%
Drinking Water	12,806	11,196	11,200	11,200	0	0%
Day Cars	1,600	1,120	1,500	1,500	0	0%
Schools	3,440	2,825	0	0	0	0%
Plan Reviews	1,290	3,724	660	1,250	590	0%
Environmental Inspections	1,600	1,600	1,600	1,600	0	0%
Commissary Fees	945	1,260	900	900	0	0%
HHW Revenue	0	0	0	0	0	0%
Community Education	0	570	0	0	0	0%
Franchise Fees	0	0	0	570	570	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	310	0	0	0	0%
Miscellaneous Revenue	0	0	300	0	(300)	- 1%
Transfer From General	39,300	8,850	0	0	0	0%
Total Revenue:	**338,157**	**242,463**	**225,740**	**239,870**	**14,130**	**6%**
Total Unappropriated Budget:	**120,469**	**43,569**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**217,688**	**198,895**	**225,740**	**239,870**	**14,130**	**6%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	115,395	103,618	114,380	112,640	(1,740)	- 1%
Personnel Benefits	53,559	40,813	56,560	41,970	(14,590)	- 25%
Material & Supplies	48,734	54,464	50,160	61,410	11,250	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	4,640	23,850	19,210	414%
Total Expenditures:	**217,688**	**198,895**	**225,740**	**239,870**	**14,130**	**6%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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	0.30	0.00	(0.30)	- 100%
Environmental Health Superviso	0.92	0.80	0.30	0.40	0.10	33%
Environmental Health Spec. I	0.50	0.80	1.05	1.05	0.00	0%
Permit Technician	0.00	0.00	0.50	0.40	(0.10)	- 20%
Accountant II	0.00	0.00	0.05	0.05	0.00	0%
Accountant I	0.10	0.10	0.00	0.00	0.00	0%
Admin. Support IV	0.30	0.30	0.00	0.00	0.00	0%
Total Personnel:	**1.92**	**2.10**	**2.25**	**1.95**	**(0.30)**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of food handler classes offered to community	Count	19	15	12	15	24	24
Percent of semi & annual food service inspections completed out of total required	Percent	107%	100%	70%	75%	100%	100%
Percent of temporary food events licensed out of total required to be licensed	Percent	95%	90%	100%	100%	100%	100%
Percent of pool/spa inspections completed out of total required.	Percent	92%	100%	69%	100%	100%	100%
Percent of contract required Drinking Water Surveys completed.	Percent	125%	100%	100%	100%	100%	100%
Percent of Drinking Water System alerts and violations receiving a response.	Percent	88%	100%	97%	97%	100%	100%
Improve rate of food service repeat inspections and failure to comply procedures.	Percent	0%	4%	2%	2%	5%	5%
Improve Drinking Water survey deficiencies follow up process.	Percent	0%	90%	60%	60%	75%	90%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Health Director	82-1086	7,091	9,053	4,870	5,220	350	7%
Deputy Director HHS	82-1095	0	0	0	0	0	0%
Staff Assistant	82-1191	0	0	12,810	0	(12,810)	- 100%
Environmental Health Superviso	82-1194	68,779	47,923	22,740	31,940	9,200	40%
Environmental Health Spec. II	82-1195	0	0	0	0	0	0%
Environmental Health Spec. I	82-1197	23,253	30,176	47,850	51,540	3,690	7%
Public Health Nurse II	82-1209	0	0	0	0	0	0%
Permit Technician	82-1729	0	0	23,340	21,100	(2,240)	- 9%
Accountant II	82-1848	0	0	2,770	2,840	70	2%
Accountant I	82-1850	4,664	4,526	0	0	0	0%
Admin. Support IV	82-1854	11,608	11,940	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	60	0	0	0	0%
F.I.C.A.	82-1950	8,299	7,645	8,750	8,620	(130)	- 1%
Retirement	82-1955	12,461	11,902	14,550	12,710	(1,840)	- 12%
Retirement Bond Payment	82-1958	9,700	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	15,900	15,513	27,720	14,990	(12,730)	- 45%
Dental Insurance	82-1965	1,472	1,443	2,350	1,290	(1,060)	- 45%
HSA Contribution	82-1966	2,783	1,900	700	2,350	1,650	235%
Benefits Admin Fees	82-1967	92	56	90	50	(40)	- 44%
Life/AD&D Insurance	82-1970	173	164	210	180	(30)	- 14%
Salary Continuation Insur	82-1972	293	282	230	210	(20)	- 8%
S.A.I.F.	82-1975	882	792	820	890	70	8%
Unemployment	82-1980	1,504	1,057	1,140	680	(460)	- 40%
Personnel Services Totals:		**168,954**	**144,431**	**170,940**	**154,610**	**(16,330)**	**- 9%**
Materials & Services							
Telephones	82-2070	1,419	1,346	1,400	1,400	0	0%
Unapportioned Projects	82-2129	0	0	0	10,700	10,700	100%
Program Supplies	82-2140	520	719	500	500	0	0%
Insurance	82-2200	0	0	0	1,070	1,070	100%
License And Permit Fees	82-2240	150	300	0	0	0	0%
General Equipment	82-2268	99	162	0	200	200	100%
Medical Supplies	82-2345	18	0	150	100	(50)	- 33%
Membership Fees And Dues	82-2370	291	278	510	400	(110)	- 21%
Office Supplies	82-2410	363	362	300	300	0	0%
Books And Periodicals	82-2413	0	48	0	0	0	0%
Postage And Freight	82-2419	666	851	600	600	0	0%
Printing And Reproduction	82-2425	292	534	300	300	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	779	0	300	590	290	96%
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	113	0	0	0	0%
Carryover	82-2513	0	0	0	0	0	0%
State Consulation Fee	82-2520	20,439	26,558	23,430	23,430	0	0%
Advertising	82-2605	165	0	0	0	0	0%
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	2,555	1,003	1,500	1,500	0	0%
Education And Training	82-2928	55	590	570	110	(460)	- 80%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	968	633	500	310	(190)	- 38%
Outreach/Education	82-3190	0	230	0	0	0	0%
Refunds and Returns	82-3204	55	1,236	0	0	0	0%
Indirect Cost Allocation	82-3210	19,900	19,500	20,100	19,900	(200)	- 1%
Materials & Services Totals:		**48,734**	**54,464**	**50,160**	**61,410**	**11,250**	**22%**
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	4,640	23,850	19,210	414%
Contingencies Totals:		**0**	**0**	**4,640**	**23,850**	**19,210**	**414%**
Total Expenditures:		**217,688**	**198,895**	**225,740**	**239,870**	**14,130**	**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 Behavioral Healthcare Community Developmental Disability Program (CDDP) provides the following services for children and adults in Clatsop County:

1. Eligibility Determination: Every applicant for Developmental Disability (DD) services completes a Developmental Disability application and signs appropriate Releases of Information to access testing records. The Eligibility Specialist reviews records to determine if the applicant meets State established eligibility criteria to receive DD services.

2. Case Management: Every individual is assigned a Services Coordinator who develops an Individual Support Plan with the individual and parent/guardian, if applicable. This annual plan outlines the services the individual will receive, such as Residential, Employment, KPlan and Family Support.

3. Abuse Investigations and Protective Services: Every individual receives support if alleged to have been abused or neglected by a paid caregiver or family member. Abuse Investigations and Protective Services are provided even if the individual is no longer enrolled in DD services.

4. Crisis Services: Every individual receives support to locate appropriate out of home residential placement if needed.

5. Residential Services: Group home and foster home services are available, depending upon need and availability.

6. Employment and Alternatives to Employment: Adults in DD services may choose Employment related supports to get a job in the community.

7. Transportation: Transportation funding is available depending upon need and Medicaid eligibility.

Budget Highlights

18% increase from past year reflects estimated changes in pass through state funding levels for these services.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ 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	16,560	17,719	18,070	20,000	1,930	0%
Self Directed Supp. SE#150	3,473	0	0	0	0	0%
Supp Svc-Long Term Care SE#151	53,349	0	0	0	0	0%
DD Case Mngmt SE #48	358,361	339,051	348,080	376,200	28,120	0%
Comprehensive Care SE #49	68,629	5,021	47,500	15,000	(32,500)	- 0%
Abuse Investigation Svc SE#55	47,507	47,508	47,510	48,840	1,330	0%
Clatsop DD Local Admin SE#2	106,822	109,175	106,820	187,710	80,890	0%
Rent Subsidies SE#56	0	0	0	0	0	0%
DD-Special Projects SE#57	0	0	0	60,000	60,000	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Total Revenue:	**654,702**	**518,474**	**567,980**	**707,750**	**139,770**	**24%**
Total Unappropriated Budget:	**0**	**0**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**654,702**	**518,474**	**567,980**	**707,750**	**139,770**	**24%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	654,702	518,474	567,980	707,750	139,770	24%
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:	**654,702**	**518,474**	**567,980**	**707,750**	**139,770**	**24%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	53,349	0	0	0	0	0%
SE #150 Self directed Supp.	82-3121	3,473	0	0	0	0	0%
SE #44 DD Crisis Diversion	82-3123	0	0	0	0	0	0%
SE #48 DD case Mgmnt	82-3124	358,361	339,051	348,080	376,200	28,120	8%
SE #157 Regional Crisis & Back	82-3126	16,560	17,719	18,070	20,000	1,930	10%
SE #49 Comprehensive Care	82-3127	68,629	5,021	47,500	15,000	(32,500)	- 68%
SE #53 Transportation Svcs	82-3135	0	0	0	0	0	0%
SE #55 Abuse Investigation Svc	82-3151	47,507	47,508	47,510	48,840	1,330	2%
SE #2 Clatsop DD Local Admin	82-3156	106,822	109,175	106,820	187,710	80,890	75%
SE #56 Rent Subsidies	82-3158	0	0	0	0	0	0%
SE#57 DD-Special Projects	82-3159	0	0	0	60,000	60,000	100%
Special Payments Totals:		**654,702**	**518,474**	**567,980**	**707,750**	**139,770**	**24%**
Total Expenditures:		**654,702**	**518,474**	**567,980**	**707,750**	**139,770**	**1.00**

Mental Health

Mission Statement

The mission of Clatsop County Mental Health 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

This budget represents funding passed through from the Oregon Health Authority to provide treatment for substance use disorders and mental illness. Clatsop County provides fiscal oversight of these funds and assures they are contracted to an accredited provider and being utilized in accordance with State regulations.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	13,338	23,533	27,980	28,420	440	0%
Interest On Investments	1,055	1,131	1,230	1,350	120	0%
SE#63 Peer Delivered Services	0	0	0	32,460	32,460	0%
Continum of Care SE#66	0	0	0	125,620	125,620	0%
AD 81 Treatment	0	0	0	14,250	14,250	0%
NR Adult MH Srvcs SE#20	0	0	0	0	0	0%
Child & Adoles MH Srvcs SE#22	0	0	0	0	0	0%
Reg Acute Psych Inpat SE#24	0	0	0	0	0	0%
Comm Crisis-Adult/Child SE#25	0	0	0	0	0	0%
PSRB Trmt & Spvsn SE#30	0	0	0	0	0	0%
Old/Dsbld Adult MH Svcs SE#35	16,624	16,624	16,620	17,120	500	0%
MHS Special Projects SE #37	792,841	904,511	839,110	756,480	(82,630)	- 0%
SE#36 PASARR	0	0	0	2,500	2,500	0%
Local Administration SE#1	29,632	31,033	30,330	30,330	0	0%
SE#3 Local Admin	0	0	0	430	430	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	171	0	0	0	0%
Trans from Drug & Alcohol Tx	0	0	0	0	0	0%
Total Revenue:	**853,490**	**977,003**	**915,270**	**1,008,960**	**93,690**	**10%**
Total Unappropriated Budget:	**23,533**	**27,066**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**829,956**	**949,937**	**915,270**	**1,008,960**	**93,690**	**10%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	11,116	17,682	18,120	18,580	460	2%
Personnel Benefits	6,977	8,620	9,220	9,370	150	1%
Material & Supplies	2,399	2,500	3,230	4,160	930	28%
Special Payments	809,465	921,135	855,730	948,430	92,700	10%
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	28,970	28,420	(550)	- 1%
Total Expenditures:	**829,956**	**949,937**	**915,270**	**1,008,960**	**93,690**	**10%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Asst Finance Director	0.00	0.03	0.00	0.00	0.00	0%
Staff Assistant	0.05	0.00	0.00	0.00	0.00	0%
Prev Program Coordinator	0.15	0.25	0.28	0.28	0.00	0%
Total Personnel:	**0.20**	**0.28**	**0.28**	**0.28**	**0.00**	**0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Asst Finance Director	82-1104	2,378	206	0	0	0	0%
Staff Assistant	82-1191	0	0	0	0	0	0%
Prev Program Coordinator	82-1882	8,738	17,476	18,120	18,580	460	2%
F.I.C.A.	82-1950	803	1,277	1,390	1,420	30	2%
Retirement	82-1955	1,327	2,128	1,980	2,030	50	2%
Retirement Bond Payment	82-1958	900	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	3,104	4,058	4,460	4,590	130	2%
Dental Insurance	82-1965	338	517	530	530	0	0%
HSA Contribution	82-1966	365	424	570	570	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life/AD&D Insurance	82-1970	20	31	30	30	0	0%
Salary Continuation Insur	82-1972	33	53	50	60	10	20%
S.A.I.F.	82-1975	19	23	30	30	0	0%
Unemployment	82-1980	67	109	180	110	(70)	- 38%
Personnel Services Totals:		**18,093**	**26,302**	**27,340**	**27,950**	**610**	**2%**
Materials & Services							
Banking Svcs Fee	82-2002	20	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(22)	0	0	0	0	0%
Program Supplies	82-2140	0	0	0	730	730	100%
Membership Fees And Dues	82-2370	0	0	0	0	0	0%
Printing And Reproduction	82-2425	0	0	630	730	100	15%
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	2,400	2,500	2,600	2,700	100	3%
Materials & Services Totals:		**2,399**	**2,500**	**3,230**	**4,160**	**930**	**28%**
Special Payments							
SE# 63 Peer Delivered Services	82-3107	0	0	0	32,460	32,460	100%
SE#66 Sub Disorder Tx	82-3112	0	0	0	125,620	125,620	100%
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/Dsbld Adlt MH Srvcs	82-3175	16,624	16,624	16,620	17,120	500	3%
SE #37 MHS Special Projects	82-3176	792,841	904,511	839,110	756,480	(82,630)	- 9%
SE#36 PASARR	82-3177	0	0	0	2,500	2,500	100%
SE#81 Problem Gambling Tx Serv	82-3181	0	0	0	14,250	14,250	100%

Special Payments Totals:		**809,465**	**921,135**	**855,730**	**948,430**	**92,700**	**10%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	28,970	28,420	(550)	- 1%
Contingencies Totals:		**0**	**0**	**28,970**	**28,420**	**(550)**	**- 1%**
Total Expenditures:		**829,956**	**949,937**	**915,270**	**1,008,960**	**93,690**	**1.00**

Drug & Alcohol Prevention

Mission Statement

The Prevention Unit 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 Prevention Unit is to reduce common risk factors for alcohol abuse, drug use, problem gambling, mental illness, and juvenile delinquency 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, through their NW Parenting initiative, successfully implemented the first ever online program, Active Parenting. Ten parents participated in the pilot program with a waiting list immediately built. Evaluation of the program demonstrated these parents would not have taken a traditional “in person” class. The online program provided the flexibility needed for their busy schedules.

NW Parenting coordinated a local Read for the Record annual campaign. This was amazingly successful with 469 Clatsop County parents and children participating in the event. This is a partnership with local libraries, schools, Head Starts, and other child care centers.

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.

Evaluation of the above mentioned and other parenting education programs of the Juvenile Department have demonstrated "significant improvement in parenting skills" as reported by parents in parenting skills classes. This accomplishment demonstrates the effectiveness and necessity for parenting education programs. In addition, successful implementation of parent workshops and a record-breaking Read for the Record have contributed to more than doubling the number of children and parents served by our parenting and prevention programs.

The Prevention Works Coalition received a grant from Columbia Pacific COO for an underage drinking campaign using Positive Community Norms. The Clatsop County Juvenile Department's prevention staff play an integral part in this effort; media messaging to students and parents was disseminated this year. The Coalition has plans to apply for additional funding to address other focus groups.

The Prevention Works Coalition received funding from the Columbia Pacific COO to provide community education on marijuana as an emerging issue. Funds were used to conduct community presentations by local law enforcement, OLCC and the district attorney’s office regarding the new marijuana laws. In addition, the Coalition had two community presentations by Eric Martin, an adjunct professor and international speaker on addictions. Eighty five percent of participants evaluated at these events reported learning something new about marijuana and marijuana laws. Successful attendance at these events contributed to an increase in the number of parents and adults served by our prevention programs.

The Juvenile Department Prevention Coordinator has worked with the Prevention Works Coalition to submit a highly competitive federal Drug Free Communities Grant. If awarded, this grant would bring north county $ 125,000 a year for up to five years.

The Clatsop Juvenile Department implemented My Future My Choice (MFMC) in two school districts (Knappa and Warrenton).

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.

An average of 85% of participants responding to an evaluation of the Prevention Works Coalition evaluation of the marijuana presentations reported learning something new about marijuana and the marijuana laws.

Budget Highlights

The 2015-2016 Prevention budget is 8.6% lower than previous year due to a decrease in grant revenue.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	162,809	71,374	51,110	49,800	(1,310)	- 0%
Interest On Investments	0	0	0	0	0	0%
St. - Liquor 2145	0	0	0	0	0	0%
Prevention Srvcs SE#70	61,250	61,250	61,250	61,250	0	0%
AD 80 Prevention	20,000	30,000	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	22,500	22,500	0	0%
Comm On Children & Family	6,602	0	0	0	0	0%
Hub Contract	0	100,000	90,000	90,000	0	0%
My Future My Choice Grant	638	10,775	10,000	10,000	0	0%
Alcohol/Drug TX	18,050	20,003	20,230	20,000	(230)	- 0%
Program Services	5,746	26,631	10,000	10,000	0	0%
Pacific County	0	0	0	0	0	0%
Franchise Fees	0	0	0	280	280	0%
Ford Family Foundation	0	0	0	0	0	0%
Rev. Refunds & Reim.	1,142	110	0	0	0	0%
Donations	350	0	500	0	(500)	- 1%
NSF Check Fee	75	0	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	182	0	0	0	0%
Total Revenue:	**276,662**	**320,325**	**285,590**	**283,830**	**(1,760)**	**- 0%**
Total Unappropriated Budget:	**71,374**	**88,640**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**205,287**	**231,685**	**285,590**	**283,830**	**(1,760)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	85,232	88,770	107,300	98,620	(8,680)	- 8%
Personnel Benefits	42,921	30,694	35,390	34,900	(490)	- 1%
Material & Supplies	77,134	112,222	142,900	150,310	7,410	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:	**205,287**	**231,685**	**285,590**	**283,830**	**(1,760)**	**- 0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Prevention Supervisor	0.85	0.75	0.72	0.72	0.00	0%
Prevention Specialist	0.67	0.67	0.84	0.84	0.00	0%
Total Personnel:	**1.52**	**1.42**	**1.56**	**1.56**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number parents/adults served	Count	0	0	620	214	800	700
Number youth/children served	Count	0	0	442	504	1,000	900
Number leadership opportunties or TA on prevention practices	Count	0	0	22	20	20	20

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Prevention Supervisor	82-1882	49,518	44,985	46,030	47,180	1,150	2%
Prevention Specialist	82-1883	28,634	36,991	53,770	46,440	(7,330)	- 13%
Parent Educators	82-1884	5,500	5,571	6,000	4,000	(2,000)	- 33%
Child Care Provider	82-1885	1,580	1,223	1,500	1,000	(500)	- 33%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	6,306	6,603	8,210	7,540	(670)	- 8%
Retirement	82-1955	11,003	9,868	11,410	11,770	360	3%
Retirement Bond Payment	82-1958	6,000	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	14,456	10,346	11,330	11,670	340	3%
Dental Insurance	82-1965	1,575	1,319	1,340	1,350	10	0%
HSA Contribution	82-1966	1,700	1,076	1,440	1,440	0	0%
Benefits Admin Fees	82-1967	66	84	90	60	(30)	- 33%
Life/AD&D Insurance	82-1970	155	140	140	140	0	0%
Salary Continuation Insur	82-1972	206	193	200	200	0	0%
S.A.I.F.	82-1975	183	177	160	140	(20)	- 12%
Unemployment	82-1980	1,270	888	1,070	590	(480)	- 44%
Personnel Services Totals:		**128,153**	**119,464**	**142,690**	**133,520**	**(9,170)**	**- 6%**
Materials & Services							
Telephones	82-2070	365	213	300	300	0	0%
Program Supplies	82-2140	40	397	6,170	16,470	10,300	166%
Program Food	82-2141	127	0	6,000	6,725	725	12%
Program Activity	82-2142	0	0	6,000	6,725	725	12%
Facilities Rental	82-2143	0	0	200	0	(200)	- 100%
Juvenile Crime Prevention	82-2144	0	0	0	7,250	7,250	100%
CAT Head Start: Family Fun Nig	82-2147	0	0	0	0	0	0%
Parent Workshop	82-2148	1,873	0	0	0	0	0%
HUB-OPEC Expenses	82-2149	21,235	8,886	20,870	19,570	(1,300)	- 6%
Insurance	82-2200	0	305	300	710	410	136%
Software Maintenance	82-2265	0	0	100	100	0	0%
Membership Fees And Dues	82-2370	0	140	200	300	100	50%
Office Supplies	82-2410	336	326	500	500	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	131	108	130	200	70	53%
Printing And Reproduction	82-2425	306	58	300	300	0	0%
PC Equipment	82-2455	768	768	1,000	1,000	0	0%
Contractual Services	82-2471	26,076	56,932	54,130	52,130	(2,000)	- 3%
Administrative Costs	82-2473	45	0	0	0	0	0%
Advertising	82-2605	0	640	1,000	200	(800)	- 80%
Vehicle Maintenance & Use	82-2923	69	0	0	0	0	0%
Education And Training	82-2928	1,470	461	2,000	2,000	0	0%

Reimbursed Travel Expense	82-2930	1,556	2,151	8,500	4,330	(4,170)	- 49%
My Future My Choice Expenses	82-2980	0	1,807	5,000	5,000	0	0%
Parenting Education	82-3111	1,438	18,820	12,800	10,000	(2,800)	- 21%
Indirect Cost Allocation	82-3210	21,300	20,210	17,300	16,400	(900)	- 5%
Materials & Services Totals:		**77,134**	**112,222**	**142,900**	**150,310**	**7,410**	**5%**
Special Payments							
AmeriCorps HOPE	82-3098	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:		**205,287**	**231,685**	**285,590**	**283,830**	**(1,760)**	**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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	31,352	31,353	35,670	35,590	(80)	0%
Transfer From General	0	0	0	0	0	0%
Transfer from Other Funds	0	4,319	0	0	0	0%
Total Revenue:	**31,352**	**35,672**	**35,670**	**35,590**	**(80)**	**- 0%**
Total Unappropriated Budget:	**31,352**	**35,672**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**0**	**0**	**35,670**	**35,590**	**(80)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	35,670	35,590	(80)	- 0%
Total Expenditures:	**0**	**0**	**35,670**	**35,590**	**(80)**	**- 0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	35,670	35,590	(80)	- 0%
Contingencies Totals:		**0**	**0**	**35,670**	**35,590**	**(80)**	**- 0%**
Total Expenditures:		**0**	**0**	**35,670**	**35,590**	**(80)**	**1.00**

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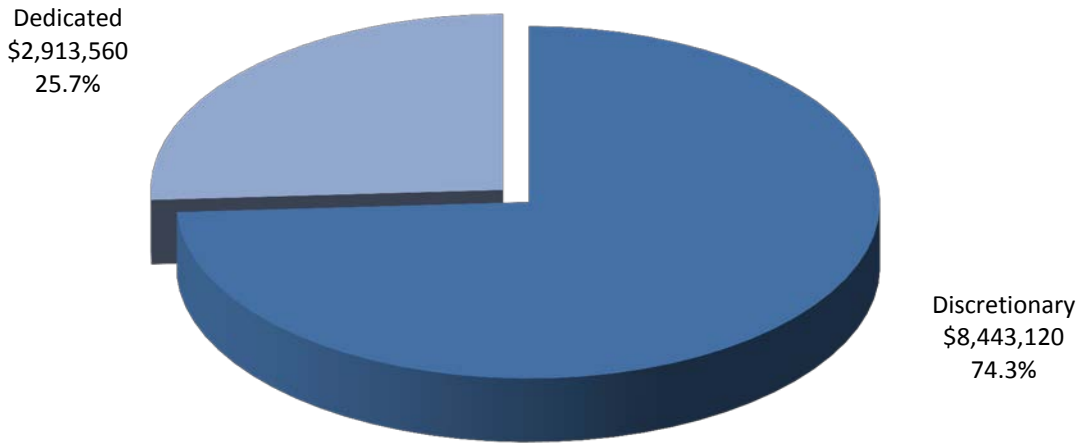
Clatsop County Functions/Programs Budget
General Government 2016-2017
Total $11,356,680



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

Board of Commissioners
Board of Property Tax Appeal
Assessment & Taxation
Property Management
Clerk - Admin & Elections
Clerk - Records
County Clerk Records
County Manager
Human Resources
County Counsel
Budget & Finance
Information Systems
Building & Grounds
Dues & Special Assessments
Transfers to Other Funds
Approp. for Contingency 1
Insurance Reserve
Debt Service
Bond & UAL Reserve Fund

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.

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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Copy Fees	0	0	0	0	0	0%
Franchise Fees	0	0	0	0	0	0%
Rev. Refunds & Reim.	223	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	64,418	66,658	84,650	88,560	3,910	4%
Total Revenue:	**64,641**	**66,658**	**84,650**	**88,560**	**3,910**	**4%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	2	2	50	50	0	0%
Material & Supplies	64,639	66,657	84,600	88,510	3,910	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:	**64,641**	**66,658**	**84,650**	**88,560**	**3,910**	**4%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	589	0	10,200	0	(10,200)	- 100%
Telephones	82-2070	2,179	2,409	2,300	2,600	300	13%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Office Supplies	82-2410	831	76	0	100	100	100%
Books And Periodicals	82-2413	65	512	100	100	0	0%
Postage And Freight	82-2419	1,421	938	1,600	1,000	(600)	- 37%
Printing And Reproduction	82-2425	756	346	1,500	1,000	(500)	- 33%
Contractual Services	82-2471	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	1,469	251	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%
Floral Arrangements	82-2909	0	0	0	0	0	0%
Education And Training	82-2928	875	1,408	1,500	1,500	0	0%
Miscellaneous Expense	82-2929	20	342	1,000	0	(1,000)	- 100%
Reimbursed Travel Expense	82-2930	4,652	7,455	12,000	12,000	0	0%
Commissioners - Per Diem	82-2931	51,782	52,920	53,400	69,210	15,810	29%
Materials & Services Totals:		**64,639**	**66,657**	**84,600**	**88,510**	**3,910**	**4%**
Capital Outlay							
Computer Equipment	82-4907	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**64,641**	**66,658**	**84,650**	**88,560**	**3,910**	**1.00**

Brd of Property Tax Appeal

Mission Statement

The County Clerk is 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 handles all of the administrative duties of the Board of Property Tax Appeals (BoPTA), starting with the appointment of the BoPTA members, and serves as the liaison between the BoPTA Board members, taxpayers, and the Assessor. BoPTA is comprised of a three-person board (plus one alternate) that first convenes in February and adjourns no later than April 15. BoPTA hears petitions from taxpayers who disagree with their property value and are appealing for the reduction of the real market value of their property. 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 accepts petitions, schedules hearings, and provides administrative assistance to the Board of Property Tax Appeals process.

Major Accomplishments

Four BoPTA board members were appointed and participated in training provided by the Department of Revenue. 33 Real Property tax petitions were received. 13 petitions were stipulated. 1 petition was withdrawn. 19 hearings will be held. Two Personal Property tax petitions were received and a confidential hearing will be held.

Performance Measures

The County Clerk will adhere to applicable Oregon Revised Statues, Oregon Administrative Rules and Department of Revenue directives.
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.
All orders prepared for BoPTA will be finalized within 10 days of the last hearing.

Budget Highlights

The staff assistant position has been reduced to .25 FTE from .40 FTE to reflect BoPTA workload completed by April 15 of each year. The .15 FTE is reallocated to org unit 1350 Clerk Admin and Elections due to increased workload related to the Oregon Motor Voter Law that became effective January 1, 2016.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	36,349	36,924	40,140	25,910	(14,230)	- 35%
Total Revenue:	**36,349**	**36,924**	**40,140**	**25,910**	**(14,230)**	**- 35%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	19,685	21,697	23,180	18,670	(4,510)	- 19%
Personnel Benefits	15,307	14,489	14,860	5,080	(9,780)	- 65%
Material & Supplies	1,357	738	2,100	2,160	60	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:	**36,349**	**36,924**	**40,140**	**25,910**	**(14,230)**	**- 35%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
County Clerk	0.10	0.10	0.10	0.10	0.00	0%
Staff Assistant	0.00	0.00	0.40	0.25	(0.15)	- 37%
Admin. Support IV	0.40	0.40	0.00	0.00	0.00	0%
Total Personnel:	**0.50**	**0.50**	**0.50**	**0.35**	**(0.15)**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of petitions withdrawn by appellant	Count	0	13	12	1	1	1
Number of actions taken by Board	Count	163	180	30	47	34	35
Number of Orders prepared	Count	163	180	30	47	34	35
Number of orders amended	Count	0	2	15	0	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%	0%	0%	0%	0%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
County Clerk	82-1021	7,009	7,651	7,690	7,870	180	2%
Staff Assistant	82-1191	0	0	15,490	10,800	(4,690)	- 30%
Admin. Support IV	82-1854	12,676	14,046	0	0	0	0%
Overtime	82-1945	169	410	400	400	0	0%
F.I.C.A.	82-1950	1,430	1,582	1,800	1,460	(340)	- 18%
Retirement	82-1955	1,541	2,564	2,580	2,890	310	12%
Retirement Bond Payment	82-1958	2,000	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	8,826	8,786	8,770	0	(8,770)	- 100%
Dental Insurance	82-1965	789	838	870	120	(750)	- 86%
HSA Contribution	82-1966	200	0	0	0	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	40	39	40	30	(10)	- 25%
Salary Continuation Insur	82-1972	49	46	50	40	(10)	- 20%
S.A.I.F.	82-1975	101	75	110	30	(80)	- 72%
Unemployment	82-1980	162	149	240	110	(130)	- 54%
Personnel Services Totals:		**34,992**	**36,186**	**38,040**	**23,750**	**(14,290)**	**- 37%**
Materials & Services							
Telephones	82-2070	166	206	200	200	0	0%
Office Supplies	82-2410	120	0	200	100	(100)	- 50%
Postage And Freight	82-2419	31	2	100	100	0	0%
Printing And Reproduction	82-2425	94	0	200	0	(200)	- 100%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Education And Training	82-2928	64	22	100	0	(100)	- 100%
Reimbursed Travel Expense	82-2930	332	33	300	60	(240)	- 80%
Per Diem	82-2936	550	475	1,000	1,700	700	70%
Materials & Services Totals:		**1,357**	**738**	**2,100**	**2,160**	**60**	**2%**
Total Expenditures:		**36,349**	**36,924**	**40,140**	**25,910**	**(14,230)**	**1.00**

Assessment & Taxation

Mission Statement

The Clatsop County Assessment and Taxation 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 2015/16 real market roll value of $7,921,799,965 reflects an increase of just under 3% from the prior year, while the 2015/16 assessed roll value of $5,716,593,435 represents a 3% increase overall. The total taxes certified for collection were $70,601,366.80.

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 2015/16 Tax Roll of $70,601,366.80.

Processed November 16, 2015 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.

The appraisal staff completed the Cannon Beach reappraisal area except for a small area of commercial properties and plan to work on the set up and reappraisal of Astoria in the fall of 2016.
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

Recruitment for an Appraisal Supervisor in the 2015/16 budget year continues with the position also requested for 2016/17. The position is necessary to ensure that the Oregon Department of Revenue Appraisal Standards are met and the experienced staff of appraisers are supported and managed in the complicated task of mass appraisal for assessment and taxation purposes.

The addition of a cartographer is to address future succession planning and to ensure that mandated maintenance of the assessor maps is completed in a timely and accurate manner. This position was eliminated in 2012/13 due to budget cuts, and currently it has become clear that it is necessary to hire or at the very least begin training a cartographer to continue accomplishing the daily work, and also lengthy time consuming research projects. Additionally, a complex conversion project is long overdue to a more stable system.
Lastly, the current A&T Technician position is requested to be promoted to the Deputy Assessor/Tax Collector position to function as supervisor to the Assessment & Taxation functions and perform duties of the Assessor/Tax Collector during absence.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Other Taxes	25,678	15,186	10,000	10,000	0	0%
St. - A & T Funding	331,628	296,099	275,000	255,000	(20,000)	- 0%
Administrative Service Fee	0	0	0	0	0	0%
Boundary Adjustment Fees	0	0	0	1,200	1,200	0%
A & T Research Fees	217	641	50	50	0	0%
Warrant Recording Fees	7,770	10,845	10,000	10,000	0	0%
Application Fees	0	0	0	0	0	0%
Data Processing Fees	7,237	9,955	7,000	7,000	0	0%
GIS Fees & Income	1	60	60	50	(10)	- 0%
LOIS Title/Registration Fees	2,495	3,270	2,500	2,000	(500)	- 0%
Fees for Services	250	0	0	0	0	0%
Maps And Microfische Fees	8	30	30	30	0	0%
Copy Fees	1,776	1,721	1,000	1,000	0	0%
Miscellaneous Services	0	0	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refund & Reimb.	159	39	50	50	0	0%
Nsf Check Fee	1,295	722	600	700	100	0%
Miscellaneous Revenue	26	5	0	0	0	0%
Equip. Auction & Sales	0	0	0	0	0	0%
General Fund Support	932,634	964,772	1,175,160	1,247,780	72,620	6%
Total Revenue:	**1,311,174**	**1,303,345**	**1,481,450**	**1,534,860**	**53,410**	**3%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	761,679	774,329	870,620	941,030	70,410	8%
Personnel Benefits	455,040	408,472	494,450	478,340	(16,110)	- 3%
Material & Supplies	94,454	120,544	91,290	92,490	1,200	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	25,090	23,000	(2,090)	- 8%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**1,311,174**	**1,303,345**	**1,481,450**	**1,534,860**	**53,410**	**3%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Assessor	1.00	1.00	1.00	1.00	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%
Staff Assistant	0.00	0.00	2.00	2.00	0.00	0%
Senior Property Appraiser	3.00	3.00	4.00	4.00	0.00	0%
Property Appraiser	2.00	2.00	4.00	3.00	(1.00)	- 25%
Property Appraiser I	2.00	2.00	0.00	1.00	1.00	100%
Senior Cartographer	1.00	1.00	1.00	1.00	0.00	0%
Cartographer	0.00	0.00	0.00	1.00	1.00	100%
Personal Property Specialist	0.50	0.50	0.50	0.50	0.00	0%
Admin. Support IV	3.00	2.00	0.00	0.00	0.00	0%
Total Personnel:	**14.50**	**13.50**	**14.50**	**15.50**	**1.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Accounts certified to tax roll	Count	33,014	32,968	32,956	32,976	32,993	33,000
Credit Card Transactions	Count	616	859	956	1,100	1,100	1,100
Business Personal Property returns processed	Count	1,464	1,610	1,624	1,635	1,963	1,900
Accounts Requiring Ownership, Address and Mapping changes	Count	12,959	24,073	8,575	7,000	7,344	7,300
Accounts Requiring roll corrections and/or refunds	Count	2,437	306	757	1,000	808	500
Delinquent Real Property Accounts Notified	Count	3,388	3,611	2,952	2,900	3,065	3,000
Foreclosure Accounts (judgment)	Count	45	28	41	40	34	45
Number of Warrants	Count	209	234	112	100	78	100
Number of Bankruptcies (Maintaining)	Count	101	103	150	127	50	50
Number of Cartographic partitions	Count	400	182	400	304	450	400
Cost per unit (budget A&T/ #certified units)	Count	44	45	42	40	45	46
Rev. per unit (Clatsop Co only Tax rev/# Cert. units)	Count	233	238	245	251	260	265
Re-Appraisal Residential	Count	6,636	1,988	1,284	1,383	2,887	2,000
Re-Calculation - Residential	Count	17	0	0	142	0	0
Re-appraisal Commercial/Industrial	Count	197	92	96	86	195	100
Re-Calculation Commercial/Ind.	Count	0	0	0	0	0	0
Permits/Segs/M-50	Count	734	1,683	1,985	1,580	1,476	1,500
Special Projects	Count	1,602	1,544	526	1,761	373	100
Bopta Appeals and requested reviews	Count	485	243	234	200	103	50
Magistrate & tax court cases/trials	Count	3	2	3	3	4	1
Number of delinquent Personal Property/Manuf. Structures	Count	537	688	290	278	78	75
Percent of taxes distributed to districts	Percent	94%	95%	95%	95%	96%	96%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Assessor	82-1005	80,965	86,824	93,440	97,430	3,990	4%
Property Appraisal Super.	82-1100	0	0	0	70,140	70,140	100%
Deputy Assessor	82-1102	78,438	80,109	86,220	60,120	(26,100)	- 30%
A & T Technician	82-1103	43,014	46,293	49,820	0	(49,820)	- 100%
Staff Assistant	82-1191	0	0	77,520	83,330	5,810	7%
Senior Property Appraiser	82-1250	181,626	184,111	251,840	267,230	15,390	6%
Property Appraiser	82-1260	170,722	170,782	177,800	175,880	(1,920)	- 1%
Property Appraiser I	82-1261	53,495	43,217	46,680	45,570	(1,110)	- 2%
Senior Cartographer	82-1310	57,166	58,595	60,060	62,760	2,700	4%
Cartographer	82-1320	1,117	0	0	50,650	50,650	100%
Personal Property Specialist	82-1340	25,926	26,574	27,240	27,920	680	2%
GIS Coordinator/Analyst	82-1402	0	0	0	0	0	0%
Admin. Support IV	82-1854	69,210	77,823	0	0	0	0%
Extra Help	82-1941	0	0	1,000	6,380	5,380	538%
Overtime	82-1945	0	0	1,500	1,500	0	0%
F.I.C.A.	82-1950	55,454	56,023	66,790	72,590	5,800	8%
Retirement	82-1955	107,159	111,490	134,830	150,110	15,280	11%
Retirement Bond Payment	82-1958	64,100	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	191,839	206,116	248,450	183,730	(64,720)	- 26%
Dental Insurance	82-1965	16,214	17,360	20,010	21,450	1,440	7%
HSA Contribution	82-1966	3,000	2,250	3,000	26,500	23,500	783%
Benefits Admin Fees	82-1967	343	359	380	330	(50)	- 13%
Life Insurance	82-1970	1,034	1,092	1,150	1,230	80	6%
Salary Continuation Insur	82-1972	1,205	1,260	1,330	1,400	70	5%
S.A.I.F.	82-1975	5,410	5,933	7,280	7,430	150	2%
Unemployment	82-1980	9,282	6,589	8,730	5,690	(3,040)	- 34%
Personnel Services Totals:		**1,216,719**	**1,182,801**	**1,365,070**	**1,419,370**	**54,300**	**3%**
Materials & Services							
Banking Svcs Credit Adj.	82-2003	(300)	0	0	0	0	0%
Telephones	82-2070	3,122	3,379	3,500	3,000	(500)	- 14%
Lockbox Fees	82-2230	8,666	8,338	8,300	8,000	(300)	- 3%
Maintenance - Equipment	82-2260	900	0	0	0	0	0%
Software Maintenance	82-2265	6,575	6,620	7,700	7,700	0	0%
Employee Drug Screen	82-2302	0	0	0	0	0	0%
Membership Fees And Dues	82-2370	1,125	1,060	2,290	1,090	(1,200)	- 52%
Warrant Recording Fees	82-2375	12,257	12,077	8,000	8,000	0	0%
Office Supplies	82-2410	1,266	2,386	2,500	2,500	0	0%
Books And Periodicals	82-2413	243	131	300	300	0	0%
Postage And Freight	82-2419	23,589	24,827	25,000	25,000	0	0%
Records And Forms	82-2422	0	0	0	0	0	0%

Printing And Reproduction	82-2425	5,837	8,477	7,500	7,500	0	0%
Microfilming	82-2440	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	1,448	4,655	2,500	1,800	(700)	- 28%
PC Equipment	82-2455	0	0	0	0	0	0%
Legal Services	82-2469	0	29,718	0	0	0	0%
Contractual Services	82-2471	18,663	7,029	10,000	10,000	0	0%
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	2,212	1,890	2,200	2,700	500	22%
Vehicle Maintenance & Use	82-2923	3,647	4,917	4,500	2,000	(2,500)	- 55%
Education And Training	82-2928	2,234	2,925	3,000	4,800	1,800	60%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	2,972	2,114	4,000	8,100	4,100	102%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		**94,454**	**120,544**	**91,290**	**92,490**	**1,200**	**1%**
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	25,090	23,000	(2,090)	- 8%
Transfers Out Totals:		**0**	**0**	**25,090**	**23,000**	**(2,090)**	**- 8%**
Total Expenditures:		**1,311,174**	**1,303,345**	**1,481,450**	**1,534,860**	**53,410**	**1.00**

Property Management

Mission Statement

Clatsop County Property Management mantains a complete and accurate inventory of County owned or tax foreclosed real estate and manages these properties in a fair and equitable manner.

Department Overview

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

Categorized tax foreclosed properties and conducted annual 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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Property Rents	0	0	0	0	0	0%
Land Sales/cty Share	58,171	42,670	15,000	15,000	0	0%
Non Foreclose Sales	0	0	0	0	0	0%
Sale of Timber	0	0	0	0	0	0%
Copy Fees	8	1	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	1,920	1,835	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	(16,069)	1,503	34,810	33,520	(1,290)	- 3%
Total Revenue:	**44,030**	**46,008**	**49,810**	**48,520**	**(1,290)**	**- 2%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	25,926	26,574	27,240	27,920	680	2%
Personnel Benefits	12,696	10,709	11,790	11,330	(460)	- 3%
Material & Supplies	5,248	8,594	10,480	8,970	(1,510)	- 14%
Special Payments	161	132	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:	**44,030**	**46,008**	**49,810**	**48,520**	**(1,290)**	**- 2%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Categorization of foreclose properties	Count	3	6	9	6	0	0
Properties Sold	Count	5	3	4	4	0	0
Reversionary Properties identifed to resolve	Count	0	0	0	1	0	0
Maintenance Properties	Count	1	1	1	1	0	0
Actual tax foreclosed land sale distribution	Count	51,264	0	35,924	40,598	40,000	0
Realized Revenue from other managed properties	Count	49,528	91,678	178,319	37,574	0	0

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Land Sales Specialist	82-1345	25,926	26,574	27,240	27,920	680	2%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	1,930	1,980	2,080	2,140	60	2%
Retirement	82-1955	4,178	4,282	4,940	5,060	120	2%
Retirement Bond Payment	82-1958	2,100	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	3,669	3,648	3,840	2,770	(1,070)	- 27%
Dental Insurance	82-1965	302	299	300	310	10	3%
HSA Contribution	82-1966	0	0	0	500	500	100%
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	264	259	280	300	20	7%
Unemployment	82-1980	180	168	270	170	(100)	- 37%
Personnel Services Totals:		**38,622**	**37,283**	**39,030**	**39,250**	**220**	**0%**
Materials & Services							
Telephones	82-2070	171	211	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	30	0	60	60	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Postage And Freight	82-2419	165	113	60	60	0	0%
Records And Forms	82-2422	0	0	0	0	0	0%
Printing And Reproduction	82-2425	26	0	10	0	(10)	- 100%
Contractual Services	82-2471	72	2,485	5,000	3,000	(2,000)	- 40%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Fire Patrol Assessement	82-2534	2,821	2,864	3,000	3,500	500	16%
Recording Fees-Foreclosed	82-2562	171	801	350	350	0	0%
Recording Fees-Non Foreclosed	82-2563	62	0	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	765	1,146	800	800	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	724	0	0	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	300	150	300	300	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	564	0	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:		**5,248**	**8,594**	**10,480**	**8,970**	**(1,510)**	**- 14%**
Special Payments							
Property Taxes	82-3800	161	132	300	300	0	0%
Special Payments Totals:		**161**	**132**	**300**	**300**	**0**	**0%**
Total Expenditures:		**44,030**	**46,008**	**49,810**	**48,520**	**(1,290)**	**1.00**

Clerk - Admin. & Elections

Mission Statement

The County Clerk is 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 for the County. The County Clerk coordinates and conducts all city, county, special district, state and federal elections. The County Clerk ensures elections are conducted according to Oregon Election Laws and Secretary of State Directives. Staff registers voters and maintains the statewide Oregon Centralized Voter Registration database (OCVR) for Clatsop County. Maintenance includes updating addresses and district data, verifying signatures, accepting county, city and special district initiatives, referendums and referrals, and candidate filings, issuing and mailing ballots, producing a voters' pamphlet, managing drop site locations, accepting and processing returned ballots, providing assistance to voters, tallying ballots, and releasing and certifying election results.

Major Accomplishments

The County Clerk conducted the November 2015 Special Election for Administrative School District #10 Measure 4-177 Five-Year Local Option Tax for District Operations. Ballots were mailed to 6,725 registered voters in the district. County Clerk staff processed 3,188 return ballots.

County Clerk staff is preparing for the May 17, 2016 Primary Election and anticipates mailing approximately 21,300 ballots to registered voters countywide. Three recall petitions were filed with the County Clerk for the recall of three members of the Cannon Beach Rural Fire Protection District Board. The County Clerk anticipates conducting a recall election prior to the May 17, 2016 Primary Election.

Performance Measures

Conduct elections according to Oregon Election Laws and Secretary of State Directives.
Provide accurate and efficient information and customer service.
Maintain the statewide Oregon Centralized Voter Registration database.
Process requests for information or research within 1 day of receipt.

Budget Highlights

The County Clerk is budgeting for three elections in FY 2016-2017, the November 8, 2016 General Election, May 16, 2017 Special District election and a possible Special Election related to a City of Warrenton initiative or one of two Port of Astoria initiatives. The reduction in printing costs is due to revised estimates using expenditures from election years 2014 and 2015. The staff assistant position is increased to 1.5 FTE from 1.10 FTE due to the increased workload related to the Oregon Motor Voter Law that became effective January 1, 2016. The .4 FTE will be reallocated from org units 1105 Board of Property Tax Appeals and 1355 Clerk Records.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Oregon Motor Voter	0	0	0	3,200	3,200	0%
Election Fees	16,307	22,944	15,000	15,000	0	0%
Administrative Service Fee	0	0	0	0	0	0%
HAVA Reimbursement	0	1,745	0	0	0	0%
Data Processing Fees	855	710	600	300	(300)	- 0%
Revenue Refund & Reimb.	29	12	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	277,149	314,856	300,160	305,520	5,360	1%
Total Revenue:	**294,339**	**340,268**	**315,760**	**324,020**	**8,260**	**2%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	128,008	138,309	138,550	158,830	20,280	14%
Personnel Benefits	96,877	93,278	93,330	84,760	(8,570)	- 9%
Material & Supplies	69,454	108,681	83,880	80,430	(3,450)	- 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:	**294,339**	**340,268**	**315,760**	**324,020**	**8,260**	**2%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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	1.10	1.50	0.40	36%
Admin. Support IV	0.60	0.60	0.00	0.00	0.00	0%
Total Personnel:	**2.60**	**2.60**	**2.60**	**3.00**	**0.40**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of new voters registered		687	900	800	1,056	1,122	2000
Number of voter registrations updated		5,000	5,438	25,384	6,029	23,000	25,000
Number of candidates filed		17	133	9	131	5	125
Number of ballots issued		30,000	24,922	30,248	43,940	29,000	40,000
Number of ballots received		30,000	24,922	13,224	21,599	20,000	27,000
Number of HTML ballots issued		1	5	5	0	0	0
Number of research requests completed		10	10	25	26	25	25
Number of users accessing election information from web page		44,000	60,000	70,000	13,940	5000	10000
Cost per ballot		5	7	7	7	7	7
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	0%	90%	0%	0%	90%	90%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
County Clerk	82-1021	35,046	38,257	38,430	39,370	940	2%
Election Technician	82-1130	52,619	53,148	54,480	55,840	1,360	2%
Staff Assistant	82-1191	21,329	25,835	45,640	63,620	17,980	39%
Admin. Support IV	82-1854	19,013	21,069	0	0	0	0%
Election Bd & Messengers	82-1944	4,233	10,931	10,000	10,000	0	0%
Overtime	82-1945	942	3,099	1,000	1,000	0	0%
F.I.C.A.	82-1950	9,306	10,338	11,440	12,990	1,550	13%
Retirement	82-1955	17,185	19,617	20,870	23,130	2,260	10%
Retirement Bond Payment	82-1958	11,500	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	45,921	42,944	43,230	28,050	(15,180)	- 35%
Dental Insurance	82-1965	4,018	4,047	4,200	3,710	(490)	- 11%
HSA Contribution	82-1966	1,000	0	0	4,000	4,000	100%
Benefits Admin Fees	82-1967	50	85	50	80	30	60%
Life Insurance	82-1970	210	205	210	240	30	14%
Salary Continuation Insur	82-1972	250	239	260	290	30	11%
S.A.I.F.	82-1975	522	443	570	250	(320)	- 56%
Unemployment	82-1980	1,739	1,329	1,500	1,020	(480)	- 32%
Personnel Services Totals:		**224,885**	**231,587**	**231,880**	**243,590**	**11,710**	**5%**
Materials & Services							
Telephones	82-2070	2,014	2,274	2,000	1,500	(500)	- 25%
Maintenance - Equipment	82-2260	4,139	6,700	5,000	5,000	0	0%
Software Maintenance	82-2265	18,221	18,896	18,000	18,000	0	0%
Membership Fees And Dues	82-2370	385	570	400	400	0	0%
Office Supplies	82-2410	1,142	954	1,400	1,200	(200)	- 14%
Election Supplies	82-2411	556	1,539	2,000	1,500	(500)	- 25%
Books And Periodicals	82-2413	268	191	200	200	0	0%
Postage And Freight	82-2419	10,570	17,788	8,000	10,000	2,000	25%
Printing And Reproduction	82-2425	26,424	48,725	40,000	35,000	(5,000)	- 12%
Office Furniture & Equipment	82-2454	0	0	500	500	0	0%
Legal Services	82-2469	0	5,031	0	0	0	0%
Contractual Services	82-2471	885	1,018	1,500	2,000	500	33%
Publi. And Legal Notices	82-2600	850	2,402	750	750	0	0%
Education And Training	82-2928	590	991	1,040	1,100	60	5%
Miscellaneous Expense	82-2929	19	2	0	100	100	100%
Reimbursed Travel Expense	82-2930	3,393	1,601	3,090	3,180	90	2%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Materials & Services Totals:		**69,454**	**108,681**	**83,880**	**80,430**	**(3,450)**	**- 4%**
Capital Outlay							
Miscellaneous Equipment	82-4900	0	0	0	0	0	0%

Capital Outlay Totals:		0	0	0	0	0	0%
Total Expenditures:		294,339	340,268	315,760	324,020	8,260	1.00

Clerk - Records

Mission Statement

The County Clerk is 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 official record keeper for Clatsop County. The County Clerk record functions are governed by Oregon Revised Statutes (ORS) Chapter 205, ORS 86, 97, 93, 100 regarding document recording, ORS 106, 107, 409, and 432 regarding marriage and domestic partnerships and Oregon Administrative Rules (OAR) Division 150 County and Special District Retention Schedule for records retention. The County Clerk's Office is an acceptance facility for US passports and adheres to US Department of State policy and procedure for accepting passports. County Administrative Policy A-26 sets forth the process for records storage at the Judge Guy Boyington Building.

The County Clerk is responsible for recording all real property transactions, deeds and mortgages, partition and subdivision plat maps, military discharges, marriage licenses and other documents as required by law. In accordance with applicable OARs, recorded documents are microfilmed annually for permanent retention.

Major Accomplishments

In FY 2014-2015, the County Clerk's Office recorded and indexed 9,450 records, fulfilled 89 records research requests, accepted 609 passport applications, issued 458 marriage licenses and officiated 55 wedding ceremonies.

Performance Measures

Adhere to Oregon Revised Statutes, Oregon Administrative Rules, US Department of State passport acceptance policy and procedure and County Administrative policy and procedure.
Provide accurate and efficient information and customer service.
Index and return all recorded documents within 10 days.
Process requests for information or research within 1 day of receipt.

Budget Highlights

The staff assistant position is reduced to 1.25 FTE from 1.5 FTE to adequately reflect workload due to a decline in recordings. The Clerk's Office has seen a 45% decline in recordings since 2003-2004, with a high of 17,555 documents recorded in 2003-2004 and a low of 9,000 recordings in 2013-2014. There was a slight increase in 2014-2015 with recordings of 9,500. For 2015-2016, projected recordings are 10,000. The .25 FTE staff assistant will be reallocated to org unit 1350 Clerk Admin and Elections due to increased workload related to the Oregon Motor Voter Law that became effective January 1, 2016.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Administrative Service Fee	7,530	8,855	7,500	8,000	500	0%
Marriage Fee	11,175	11,475	10,000	10,000	0	0%
Domestic Partnership Fees	75	0	100	100	0	0%
Passport Fees	15,641	19,764	13,500	15,000	1,500	0%
Wedding Ceremony	1,900	4,900	4,500	3,000	(1,500)	- 0%
Recording Fees	189,272	218,054	200,000	200,000	0	0%
Data Processing Fees	6,243	7,074	6,000	6,000	0	0%
Public Land Preservation	356	758	300	300	0	0%
Rev. Overpayments	360	475	300	300	0	0%
Nsf Check Fee	75	150	50	50	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	(59,360)	(105,594)	(71,330)	(90,420)	(19,090)	26%
Total Revenue:	**173,265**	**165,911**	**170,920**	**152,330**	**(18,590)**	**- 10%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	88,058	96,099	95,830	88,240	(7,590)	- 7%
Personnel Benefits	66,584	56,271	58,540	43,410	(15,130)	- 25%
Material & Supplies	18,623	13,542	16,550	20,680	4,130	24%
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:	**173,265**	**165,911**	**170,920**	**152,330**	**(18,590)**	**- 10%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
County Clerk	0.40	0.40	0.40	0.40	0.00	0%
Staff Assistant	0.50	0.50	1.50	1.25	(0.25)	- 16%
Admin. Support IV	1.00	1.00	0.00	0.00	0.00	0%
Total Personnel:	**1.90**	**1.90**	**1.90**	**1.65**	**(0.25)**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of documents recorded	Count	9,400	9,500	9,000	9,500	10,000	10,000
Number of research request completed	Count	800	700	250	100	100	100
Number of passports processed	Count	500	518	540	600	600	650
Number of marriage licenses issued	Count	450	429	445	455	500	500
Number of park passes issued	Count	75	44	95	100	100	100
Number of users accessing customer service forms on the web page	Count	30,000	52,802	3,000	4,200	5,390	5,500
Number of film rolls submitted to archives	Count	10	15	10	12	12	12
Number of boxes retained more than six months past purge date	Count	12	85	10	20	0	0
Cost per document recorded	Count	23	18	18	18	18	18
Percent of time that records are indexed within 10 business days of receipt	Percent	95%	98%	95%	100%	100%	100%
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%	92%	92%	95%	95%	95%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
County Clerk	82-1021	28,037	30,605	30,740	31,500	760	2%
Staff Assistant	82-1191	21,329	25,835	65,090	56,740	(8,350)	- 12%
Admin. Support IV	82-1854	38,692	39,659	0	0	0	0%
Overtime	82-1945	284	1,094	1,000	1,000	0	0%
F.I.C.A.	82-1950	6,421	7,131	7,410	6,830	(580)	- 7%
Retirement	82-1955	13,081	13,717	15,350	13,920	(1,430)	- 9%
Retirement Bond Payment	82-1958	7,900	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	33,242	29,978	30,070	16,260	(13,810)	- 45%
Dental Insurance	82-1965	2,890	2,828	2,950	2,370	(580)	- 19%
HSA Contribution	82-1966	800	0	0	2,000	2,000	100%
Benefits Admin Fees	82-1967	34	34	30	40	10	33%
Life Insurance	82-1970	154	150	150	140	(10)	- 6%
Salary Continuation Insur	82-1972	187	178	190	180	(10)	- 5%
S.A.I.F.	82-1975	389	308	420	130	(290)	- 69%
Unemployment	82-1980	1,202	854	970	540	(430)	- 44%
Personnel Services Totals:		**154,642**	**152,370**	**154,370**	**131,650**	**(22,720)**	**- 14%**
Materials & Services							
Telephones	82-2070	587	740	700	1,000	300	42%
Maintenance - Equipment	82-2260	80	0	250	250	0	0%
Membership Fees And Dues	82-2370	250	0	125	200	75	60%
Office Supplies	82-2410	2,895	236	1,000	1,000	0	0%
Books And Periodicals	82-2413	52	0	100	0	(100)	- 100%
Postage And Freight	82-2419	9,639	10,214	10,000	8,500	(1,500)	- 15%
Records And Forms	82-2422	0	96	100	100	0	0%
Printing And Reproduction	82-2425	1,477	1,501	2,000	2,500	500	25%
Photographic Supplies	82-2427	0	0	100	500	400	400%
Microfilming	82-2440	0	0	0	5,000	5,000	100%
Office Furniture & Equipment	82-2454	2,212	0	500	0	(500)	- 100%
Contractual Services	82-2471	30	352	0	500	500	100%
Education And Training	82-2928	0	125	575	250	(325)	- 56%
Reimbursed Travel Expense	82-2930	1,401	248	1,100	880	(220)	- 20%
Refunds and Returns	82-3204	0	30	0	0	0	0%
Materials & Services Totals:		**18,623**	**13,542**	**16,550**	**20,680**	**4,130**	**24%**
Total Expenditures:		**173,265**	**165,911**	**170,920**	**152,330**	**(18,590)**	**1.00**

County Clerk Records

Mission Statement

Office of County Clerk staff is 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 funds are used to digitize records for the County archives and public access.

Major Accomplishments

County Clerk staff indexed 2200 pages of digitized documents for FY 2015-2016.
Scheduled and completed the digitizing of Indirect Deed Index Books for years 1890-1949; total of 8000 images.

Performance Measures

Index 2,000 pages of digitized documents per year.
Digitize 6,000 images per year.
Maintain the condition of permanent records housed in the Courthouse and Boyington Building.

Budget Highlights

The reduction in revenue is due to the decline in recordings. The Clerk's Office has seen a 45% decline in recordings since 2003-2004, with a high of 17,555 documents recorded in 2003-2004 and a low of 9,000 recordings in 2013-2014. There was a slight increase in 2014-2015 with recordings of 9,500. For 2015-2016, projected recordings are 10,000.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	19,635	12,992	8,410	3,160	(5,250)	- 0%
Interest On Investments	105	61	50	50	0	0%
Recording Fees	7,605	8,179	7,500	8,000	500	0%
Total Revenue:	**27,345**	**21,231**	**15,960**	**11,210**	**(4,750)**	**- 29%**
Total Unappropriated Budget:	**12,992**	**8,575**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**14,353**	**12,657**	**15,960**	**11,210**	**(4,750)**	**- 29%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	14,353	12,657	15,960	9,400	(6,560)	- 41%
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	1,810	1,810	0%
Total Expenditures:	**14,353**	**12,657**	**15,960**	**11,210**	**(4,750)**	**- 29%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Total number of older documents indexed and rescanned	Count	2,000	1,000	3,400	2,200	10,000	10,000
Cost per older document indexed and/or rescanned and digitized	Count	1	1	15	1	1	1
Number of Books Rescanned (# of Images)	Count	12,940	0	12,920	2,715	8,000	8,000
Number of documents recorded	Count	9,400	9,500	9,000	9,500	10,000	10,000

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	1,960	0	(1,960)	- 100%
Microfilming	82-2440	9,453	7,657	8,000	3,000	(5,000)	- 62%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	4,900	5,000	6,000	6,400	400	6%
Materials & Services Totals:		**14,353**	**12,657**	**15,960**	**9,400**	**(6,560)**	**- 41%**
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	1,810	1,810	100%
Contingencies Totals:		**0**	**0**	**0**	**1,810**	**1,810**	**100%**
Total Expenditures:		**14,353**	**12,657**	**15,960**	**11,210**	**(4,750)**	**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

-Finalized the Charter Franchise Agreement governing the company's delivery of service to customers in the unincorporated county.
-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 spring of 2016.
-Sale of North Coast Business Property to encourage investment, increased economic development activity, and increased job growth.
-Hired a new County Manager and HR Director.
-Negotiated new Ambulance Service Franchise Agreement with Medix.
-Ratified the American Federation of State, Count and Municipal Employees (AFSME) contract and the Federation of Oregon Parole & Probation Officers (FOPPO) contract.

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.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Public Records Request	0	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	55	0	100	0	(100)	- 1%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Revenue Refunds & Reimbursemen	3,545	13	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	294,455	278,127	302,330	346,490	44,160	14%
Total Revenue:	**298,055**	**278,140**	**302,430**	**346,490**	**44,060**	**14%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	195,738	196,148	213,200	255,380	42,180	19%
Personnel Benefits	92,334	68,857	75,660	77,420	1,760	2%
Material & Supplies	9,983	13,136	13,570	13,690	120	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:	**298,055**	**278,140**	**302,430**	**346,490**	**44,060**	**14%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
County Manager	1.00	1.00	1.00	1.00	0.00	0%
Administrative Assistant	0.00	0.83	0.83	0.83	0.00	0%
Staff Assistant	1.28	0.50	0.50	0.00	(0.50)	- 100%
Community Relations Coordinato	0.00	0.00	0.00	1.00	1.00	100%
Total Personnel:	**2.28**	**2.33**	**2.33**	**2.83**	**0.50**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Meetings Attended by County Manager	Count	0	643	468	526	610	550
Pages of Minutes for Board Meetings	Count	186	187	194	165	156	170
Agreements & Contracts Approved	Count	285	257	255	300	265	265
Board Agenda Packets Distributed	Count	23	22	27	27	22	22
Vacancies Filled on County Committees	Count	25	35	43	14	20	20
Web Page Users Accessing Pages	Count	244,000	1,689,667	1,720,140	800,000	133,260	200,000
News Releases Issued	Count	135	128	94	108	80	85

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
County Manager	82-1002	125,112	131,857	135,400	153,750	18,350	13%
Assist. Manager	82-1003	0	0	0	0	0	0%
Administrative Assistant	82-1118	0	36,701	50,130	44,910	(5,220)	- 10%
Staff Assistant	82-1191	70,627	27,590	27,670	0	(27,670)	- 100%
Community Relations Coordinato	82-1899	0	0	0	56,720	56,720	100%
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	14,171	13,946	16,780	19,550	2,770	16%
Retirement	82-1955	24,817	25,139	26,460	31,220	4,760	17%
Retirement Bond Payment	82-1958	14,900	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	23,710	17,246	17,160	17,330	170	0%
Dental Insurance	82-1965	2,811	2,579	2,810	3,390	580	20%
HSA Contribution	82-1966	3,850	2,250	3,000	3,000	0	0%
Benefits Admin Fees	82-1967	122	71	80	60	(20)	- 25%
Life Insurance	82-1970	262	231	230	290	60	26%
Salary Continuation Insur	82-1972	428	403	450	520	70	15%
S.A.I.F.	82-1975	265	274	300	330	30	10%
Unemployment	82-1980	1,998	1,717	2,190	1,530	(660)	- 30%
Deferred Compensation	82-1983	5,000	5,000	6,000	0	(6,000)	- 100%
Personnel Services Totals:		**288,072**	**265,004**	**288,860**	**332,800**	**43,940**	**15%**
Materials & Services							
Telephones	82-2070	1,407	1,125	1,695	1,200	(495)	- 29%
Membership Fees And Dues	82-2370	2,150	1,337	1,350	1,350	0	0%
Office Supplies	82-2410	397	443	1,000	1,000	0	0%
Books And Periodicals	82-2413	130	131	200	200	0	0%
Postage And Freight	82-2419	287	497	500	500	0	0%
Printing And Reproduction	82-2425	1,505	4,134	3,300	3,300	0	0%
Office Furniture & Equipment	82-2454	0	347	0	500	500	100%
Contractual Services	82-2471	60	704	750	750	0	0%
Publi. And Legal Notices	82-2600	499	302	500	500	0	0%
Education And Training	82-2928	795	610	1,675	1,690	15	0%
Miscellaneous Expense	82-2929	177	0	200	200	0	0%
Reimbursed Travel Expense	82-2930	2,576	3,506	2,400	2,500	100	4%
Materials & Services Totals:		**9,983**	**13,136**	**13,570**	**13,690**	**120**	**0%**
Total Expenditures:		**298,055**	**278,140**	**302,430**	**346,490**	**44,060**	**1.00**

Human Resources

Mission Statement

Human Resources 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.

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 $3,000. These grant funds are used to promote activities that provide employees with health education and awareness.

Facilitated employee education and training on Ethics, Respectful Workplace, and Distracted Driver training.

Completed approximately 50% of the Classification and Compensation study that included the identification of job analysis questionnaires (JAQ) and the ranking of job duty rankings. All employees also participated in providing feedback about established JAQs.

Managing 22 active FMLA/OFLA events.

Managing nine active worker's compensation claims.

Organized and held a successful Wellness Fair. 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 and that will be provided in subsequent years upon grant approvals and needed follow up analysis. 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.

While in 2015, there was only a 25% participation rate in the Wellness Incentive program, this established a baseline and starting point for managing this culture change. We anticiapte a higher participation rate now that more employees are now enrolled on the High Deductible Health Plan (HDHP) beginning in the calendar year of 2016. A follow up survey is being conducted to assess the 2015 participation rate as well. Additionally, and in response to initial feedback, employee will be given the option to have their incentive monies allocated to their Health Savings Accounts (HSA) instead of issued as "cash" to eliminate the reluctance of participation due to tax implications.

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.

Clatsop County's Safety Committee continues to be viewed by SAIF Worker's Compensation as one of the most proactive Safety Committees. The Safety Committee's proactive quarterly safety inspections have continued to reduce the County's liability exposure. As a result of these safety measures the County continues to receive a reimbursement on the SAIF policy annual premium.

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

The Tuition Reimbursement Program promotes continuing education and succession planning of current employees. In order to encourage appropriate and job-related education for current employees in good standing, the County will budget $15,000 for fiscal year 2016-2017. Tuition reimbursement is open to all employees on a first come-first serve basis 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 and the Oregon Nurse's Association (ONA) in 2016 as well as for any labor issues that arise during the 2016-2017 fiscal year.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Copy Fees	4	612	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	1	0	0	0	0%
Wellness Grant Revenue	3,170	3,688	3,000	2,250	(750)	- 0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	249,402	265,505	356,640	363,130	6,490	1%
Total Revenue:	**252,576**	**269,806**	**359,640**	**365,380**	**5,740**	**1%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	140,620	149,823	150,340	158,590	8,250	5%
Personnel Benefits	72,889	57,558	64,000	70,540	6,540	10%
Material & Supplies	39,066	62,425	145,300	136,250	(9,050)	- 6%
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:	**252,576**	**269,806**	**359,640**	**365,380**	**5,740**	**1%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Administrative Svcs. Director	0.00	0.63	0.63	0.00	(0.63)	- 100%
Human Resources Director	0.70	0.00	0.00	1.00	1.00	100%
Staff Assistant	0.50	0.50	0.50	1.00	0.50	100%
Community Relations Coordinato	1.00	1.00	1.00	0.00	(1.00)	- 100%
Total Personnel:	**2.20**	**2.13**	**2.13**	**2.00**	**(0.13)**	**- 5%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Administrative Svcs. Director	82-1087	0	68,149	67,330	0	(67,330)	- 100%
Human Resources Director	82-1097	64,320	0	0	105,170	105,170	100%
Human Resources Specialist	82-1120	0	0	0	53,420	53,420	100%
Staff Assistant	82-1191	25,693	27,590	27,670	0	(27,670)	- 100%
Community Relations Coordinato	82-1899	50,607	54,085	55,340	0	(55,340)	- 100%
Extra Help - Staff Assist	82-1937	0	0	0	0	0	0%
Overtime	82-1945	0	112	200	200	0	0%
F.I.C.A.	82-1950	10,222	10,973	11,520	12,150	630	5%
Retirement	82-1955	20,639	22,057	23,320	21,240	(2,080)	- 8%
Retirement Bond Payment	82-1958	11,300	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	22,742	17,887	20,960	28,050	7,090	33%
Dental Insurance	82-1965	2,360	2,182	2,380	3,110	730	30%
HSA Contribution	82-1966	3,250	2,125	3,250	4,000	750	23%
Benefits Admin Fees	82-1967	51	50	50	50	0	0%
Life Insurance	82-1970	233	231	210	200	(10)	- 4%
Salary Continuation Insur	82-1972	365	365	380	380	0	0%
S.A.I.F.	82-1975	190	201	220	210	(10)	- 4%
Unemployment	82-1980	1,536	1,375	1,510	950	(560)	- 37%
Personnel Services Totals:		**213,510**	**207,381**	**214,340**	**229,130**	**14,790**	**6%**
Materials & Services							
Reference Checks	82-2010	0	0	100	0	(100)	- 100%
Telephones	82-2070	342	447	500	1,100	600	120%
Membership Fees And Dues	82-2370	360	1,408	400	3,200	2,800	700%
Office Supplies	82-2410	838	350	500	800	300	60%
Books And Periodicals	82-2413	45	0	100	100	0	0%
Postage And Freight	82-2419	626	399	900	700	(200)	- 22%
Printing And Reproduction	82-2425	1,215	800	1,300	1,000	(300)	- 23%
Prof And Spec Services	82-2450	0	0	0	1,500	1,500	100%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
Legal Services	82-2469	656	42,185	81,000	60,000	(21,000)	- 25%
Contractual Services	82-2471	17,653	0	0	5,000	5,000	100%
U.A. Testing	82-2506	840	637	1,000	1,000	0	0%
Publi. And Legal Notices	82-2600	200	720	600	600	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Wellness Grant	82-2870	3,059	3,324	3,000	2,250	(750)	- 25%
Wellness Incentive	82-2875	0	0	25,000	25,000	0	0%
Recruitment Expense	82-2880	0	0	0	300	300	100%
Reimbursable Expense	82-2883	0	0	0	3,000	3,000	100%
Tuition Reimbursement Program	82-2926	5,521	0	5,000	15,000	10,000	200%
Employee Training	82-2927	707	5,413	12,000	8,000	(4,000)	- 33%

Education And Training	82-2928	900	570	2,500	1,500	(1,000)	- 40%
Miscellaneous Expense	82-2929	74	0	100	0	(100)	- 100%
Reimbursed Travel Expense	82-2930	713	1,927	2,700	1,200	(1,500)	- 55%
Employee Recognition	82-3137	5,318	4,245	8,600	5,000	(3,600)	- 41%
Materials & Services Totals:		**39,066**	**62,425**	**145,300**	**136,250**	**(9,050)**	**- 6%**
Total Expenditures:		**252,576**	**269,806**	**359,640**	**365,380**	**5,740**	**1.00**

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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	95,210	84,129	110,200	110,200	0	0%
Total Revenue:	**95,210**	**84,129**	**110,200**	**110,200**	**0**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	95,210	84,129	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:	**95,210**	**84,129**	**110,200**	**110,200**	**0**	**0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	28	0	100	100	0	0%
Membership Fees And Dues	82-2370	0	0	100	100	0	0%
Books And Periodicals	82-2413	0	0	0	0	0	0%
Printing And Reproduction	82-2425	2	0	0	0	0	0%
Legal Services	82-2469	0	0	0	0	0	0%
Contractual Services	82-2471	95,181	84,129	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:		**95,210**	**84,129**	**110,200**	**110,200**	**0**	**0%**
Total Expenditures:		**95,210**	**84,129**	**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 2014-15 fiscal year audit and received an unmodified opinion from the external auditing firm of Koontz, Perdue, & Blasquez.
-Successfully completed the production of the 2015-16 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 2016-17 budget in a timely manner.
-Completed work with IT to convert all County departments to electronic time sheets.
-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.
-In an effort to provide transparency to the citizens of Clatsop County we developed with the help of the outside vendor Socrata an "Open Budget Module" that is available on the county website.

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.
-Develop and implement a countywide Capital Improvement Plan.

Budget Highlights

Currently the department has chosen to keep the staffing level reduced by not filling the Deputy Budget & Finance Director position. While this has realized the county significant savings it has presented a challenge in respect to the increased level of responsibility for the Accountant II positions. Working with the HR Department it has been decided that it is necessary to reclassify these two positions from an Accountant II position to an Accountant III position.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Public Records Request	0	16	0	0	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	4,717	197	0	0	0	0%
Nsf Check Fee	0	0	0	0	0	0%
Miscellaneous Revenue	19	9	50	0	(50)	- 1%
General Fund Support	475,764	365,267	411,280	428,890	17,610	4%
Total Revenue:	**480,501**	**365,488**	**411,330**	**428,890**	**17,560**	**4%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	282,259	223,636	245,450	242,490	(2,960)	- 1%
Personnel Benefits	140,033	90,122	97,620	97,300	(320)	- 0%
Material & Supplies	58,209	51,731	68,260	89,100	20,840	30%
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:	**480,501**	**365,488**	**411,330**	**428,890**	**17,560**	**4%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Budget & Finance Director	1.00	1.00	1.00	1.00	0.00	0%
Asst Finance Director	1.00	0.97	0.00	0.00	0.00	0%
Accountant III	0.00	0.00	0.00	2.00	2.00	100%
Accountant II	2.00	2.00	2.00	0.00	(2.00)	- 100%
Accountant I	0.00	0.00	1.00	0.53	(0.47)	- 47%
Admin. Support IV	0.53	0.53	0.00	0.00	0.00	0%
Total Personnel:	**4.53**	**4.50**	**4.00**	**3.53**	**(0.47)**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Vouchers Processed		10743	10184	10218	11357	11600	12000
Accounts Payable Checks Processed		5549	5404	5212	5725	5900	6000
Payroll Checks Processed		4900	4424	4262	4175	4100	4200
Customer Service Survey ratings as Excellent	Percent	94%	91%	91%	91%	93%	95%
Timely Annual Audit w/ an Unmodified Opinion	Percent	100%	90%	100%	100%	100%	100%
Receipt of GFOA Budget Award	Percent	0%	0%	100%	100%	100%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Budget & Finance Director	82-1035	85,481	86,417	90,880	97,810	6,930	7%
Asst Finance Director	82-1104	70,789	6,141	0	0	0	0%
Accountant III	82-1846	0	0	0	120,330	120,330	100%
Accountant II	82-1848	105,355	108,942	111,890	0	(111,890)	- 100%
Accountant I	82-1850	0	0	42,680	24,350	(18,330)	- 42%
Payroll Accountant	82-1852	0	0	0	0	0	0%
Admin. Support IV	82-1854	20,634	22,136	0	0	0	0%
Extra Help - Staff Assist	82-1937	0	0	0	3,000	3,000	100%
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	20,633	16,466	18,780	18,780	0	0%
Retirement	82-1955	32,767	31,121	34,910	35,190	280	0%
Retirement Bond Payment	82-1958	22,400	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	48,635	32,091	32,070	28,050	(4,020)	- 12%
Dental Insurance	82-1965	7,126	5,741	6,150	5,640	(510)	- 8%
HSA Contribution	82-1966	3,935	1,500	2,000	4,000	2,000	100%
Benefits Admin Fees	82-1967	96	119	120	100	(20)	- 16%
Life/AD&D Insurance	82-1970	424	338	330	330	0	0%
Salary Continuation Insur	82-1972	602	422	430	400	(30)	- 6%
S.A.I.F.	82-1975	484	341	380	340	(40)	- 10%
Unemployment	82-1980	2,932	1,982	2,450	1,470	(980)	- 40%
Personnel Services Totals:		**422,292**	**313,758**	**343,070**	**339,790**	**(3,280)**	**- 0%**
Materials & Services							
Telephones	82-2070	1,071	1,272	1,400	1,200	(200)	- 14%
Maintenance - Equipment	82-2260	0	0	500	500	0	0%
Software Maintenance	82-2265	4,040	1,000	1,000	1,000	0	0%
Membership Fees And Dues	82-2370	1,175	1,025	1,200	1,000	(200)	- 16%
Office Supplies	82-2410	1,330	743	1,200	1,200	0	0%
Books And Periodicals	82-2413	59	0	0	0	0	0%
Postage And Freight	82-2419	3,008	3,238	2,800	3,500	700	25%
Records And Forms	82-2422	259	0	500	500	0	0%
Budget Production	82-2424	0	3,268	0	3,300	3,300	100%
Printing And Reproduction	82-2425	4,035	4,046	4,610	2,500	(2,110)	- 45%
Contractual Services	82-2471	35,396	33,754	49,050	67,050	18,000	36%
Publi. And Legal Notices	82-2600	191	654	500	600	100	20%
Education And Training	82-2928	2,523	947	1,550	2,000	450	29%
Miscellaneous Expense	82-2929	98	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	5,024	1,786	3,950	4,750	800	20%
Refunds and Returns	82-3204	0	(1)	0	0	0	0%
Materials & Services Totals:		**58,209**	**51,731**	**68,260**	**89,100**	**20,840**	**30%**

Total Expenditures:		480,501	365,488	411,330	428,890	17,560	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 (IS) is committed to providing integrated systems developed in a collaborative, solutions-oriented environment with a focus on customer service, operations efficiency, and fiscal accountability. IS is responsible for information technology, telecommunications, and office automation. IS supplies technical support for PC's, printers, servers, phone systems, and copiers including support for several remote locations. In coordination with the departments, IS 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

Completed County wide pc replacement which will take us through the fiscal year 2018-2019.
Completed the ORACLE to SQL Server migration which results in annual licensing savings of $20,000.
Upgraded the storage and file servers which increased our storage capacity a factor of 30.
Brought all county departments online with the Electronic time sheets.
Re-worked the budget module in the GL.
Helped with the re-location of the Sheriffs department to the Warrenton facility.

Budget Highlights

The General Fund subsidy for Materials and Supplies has decreased for the 2016-2017 fiscal year. We changed databases for our custom software which resulted in approximately $20,000 annual savings in the software maintenance line item. We also reduced the PC equipment budget because there were extra funds allocated in the 2015-2016 budget to facilitate the CCSO move to Warrenton. 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.
On the personnel side, we are returning the Help Desk position to full time to support the workload of fully staffed County departments. The overall IT budget will see an increase of less than 1% in the 2016-2017 fiscal year over the 2015-2016 fiscal year due to the savings realized in materials and supplies.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Data Processing Fees	0	0	0	0	0	0%
ID Card Replacement	110	40	100	50	(50)	- 0%
GIS Fees & Income	2,530	2,460	1,500	2,000	500	0%
GIS ORMAP Grant	0	0	0	0	0	0%
Fees for Services	0	95	500	0	(500)	- 1%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Charter Franchise Revenue	0	0	0	0	0	0%
Rev. Refunds & Reim.	521	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	772,729	733,640	783,520	792,040	8,520	1%
Total Revenue:	**775,890**	**736,235**	**785,620**	**794,090**	**8,470**	**1%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	374,809	387,988	437,290	454,430	17,140	3%
Personnel Benefits	187,078	150,287	159,530	180,960	21,430	13%
Material & Supplies	214,003	197,960	188,800	158,700	(30,100)	- 15%
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:	**775,890**	**736,235**	**785,620**	**794,090**	**8,470**	**1%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Admin. Services Director	0.00	0.08	0.08	0.00	(0.08)	- 100%
Human Resources Director	0.08	0.00	0.00	0.00	0.00	0%
Information Systems Manager	1.00	1.00	1.00	1.00	0.00	0%
Administrative Assistant	0.00	0.00	0.00	0.08	0.08	100%
Staff Assistant	0.08	0.08	0.08	0.00	(0.08)	- 100%
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	0.50	1.00	0.50	100%
Network Administrator	0.00	0.00	1.00	1.00	0.00	0%
GIS Coordinator/Analyst	1.00	1.00	1.00	1.00	0.00	0%
Total Personnel:	**5.15**	**5.15**	**5.65**	**6.08**	**0.43**	**7%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
EASY ... less than 1 day to complete, 1 IT staff person	Count	1,500	1,200	1,100	1,100	1,260	1,300
MEDIUM ... less than 3 days to complete, 1 IT staff person	Count	800	800	400	400	500	500
HARD ... More than 3 day to complete of more than 1 IT staff person	Count	160	100	110	100	100	100
SPECIAL PROJECTS ... items specified on the annual IT project list	Count	2,000	1,300	1,450	1,400	1,450	1,500
Percent of network availability - 24/7	Percent	0%	99%	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%	82%
Customer Satisfaction - rating of good to excellent	Percent	98%	98%	98%	97%	95%	99%
Ratio of IS staff to total county network users	Percent	2%	2%	1%	2%	2%	2%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Central Services Director	82-1040	0	0	0	0	0	0%
Admin. Services Director	82-1087	0	8,178	8,080	0	(8,080)	- 100%
Human Resources Director	82-1097	7,718	0	0	0	0	0%
Information Systems Manager	82-1101	91,004	92,943	95,270	97,650	2,380	2%
Administrative Assistant	82-1118	0	0	0	4,080	4,080	100%
Staff Assistant	82-1191	2,643	2,803	4,470	0	(4,470)	- 100%
Information Systems Analyst	82-1365	78,547	82,709	85,380	87,490	2,110	2%
SR Network Administrator	82-1370	79,342	82,128	84,180	86,290	2,110	2%
Programmer/analyst	82-1380	0	0	0	0	0	0%
PC Help Desk	82-1385	49,382	44,702	26,540	51,280	24,740	93%
Network Administrator	82-1390	0	6,696	63,850	56,380	(7,470)	- 11%
GIS Coordinator/Analyst	82-1402	66,173	67,828	69,520	71,260	1,740	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	27,888	28,812	33,450	34,760	1,310	3%
Retirement	82-1955	49,355	50,272	60,210	57,060	(3,150)	- 5%
Retirement Bond Payment	82-1958	30,500	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	60,996	54,510	45,460	64,820	19,360	42%
Dental Insurance	82-1965	9,258	9,181	10,560	10,660	100	0%
HSA Contribution	82-1966	3,200	2,325	3,300	8,780	5,480	166%
Benefits Admin Fees	82-1967	132	131	130	130	0	0%
Life/AD&D Insurance	82-1970	502	510	550	530	(20)	- 3%
Salary Continuation Insur	82-1972	815	827	860	870	10	1%
S.A.I.F.	82-1975	520	555	640	620	(20)	- 3%
Unemployment	82-1980	3,911	3,165	4,370	2,730	(1,640)	- 37%
Personnel Services Totals:		**561,887**	**538,274**	**596,820**	**635,390**	**38,570**	**6%**
Materials & Services							
Telephones	82-2070	4,166	5,239	3,000	3,000	0	0%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Software Maintenance	82-2265	84,738	74,485	77,800	62,100	(15,700)	- 20%
Membership Fees And Dues	82-2370	100	100	100	100	0	0%
Office Supplies	82-2410	313	0	500	500	0	0%
Books And Periodicals	82-2413	0	0	100	0	(100)	- 100%
Postage And Freight	82-2419	62	20	1,300	1,000	(300)	- 23%
Records And Forms	82-2422	0	0	0	0	0	0%
Printing And Reproduction	82-2425	434	1,441	1,000	1,000	0	0%
PC Equipment	82-2455	63,936	80,637	93,000	79,000	(14,000)	- 15%
Contractual Services	82-2471	0	0	0	0	0	0%
Contractual Technology Dev	82-2477	56,395	33,807	6,500	6,500	0	0%
Publi. And Legal Notices	82-2600	350	726	500	500	0	0%

Education And Training	82-2928	3,290	0	3,500	3,500	0	0%
Reimbursed Travel Expense	82-2930	218	1,506	1,500	1,500	0	0%
Materials & Services Totals:		**214,003**	**197,960**	**188,800**	**158,700**	**(30,100)**	**- 15%**
Total Expenditures:		**775,890**	**736,235**	**785,620**	**794,090**	**8,470**	**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, Sheriff's Office, 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. The roofs of the Jail and Courthouse have also been replaced. A series of Courthouse upgrades were completed for security improvements. The jail security electronics have been upgraded.

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.

This budget also reflects the addition of a Maintenance Technician. This position has been vacant for the past several years for cost savings however with the addition of the Sheriff's Office administrative building it is necessary for additional staff to be able to cover all of the facilities locations adequately.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Property Rents	10,020	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%
Rev. Refunds & Reim.	1	2,302	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Insurance Loss Proceeds	0	0	0	0	0	0%
Transfer from CH Security	0	0	4,000	4,000	0	0%
General Fund Support	922,326	839,324	982,110	1,039,150	57,040	5%
Total Revenue:	**932,347**	**851,646**	**996,130**	**1,053,170**	**57,040**	**5%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	239,755	257,052	269,540	312,810	43,270	16%
Personnel Benefits	146,429	121,174	137,870	177,990	40,120	29%
Material & Supplies	545,581	472,821	588,120	561,720	(26,400)	- 4%
Special Payments	582	600	600	650	50	8%
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:	**932,347**	**851,646**	**996,130**	**1,053,170**	**57,040**	**5%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Works Director	0.15	0.21	0.15	0.15	0.00	0%
Maint/custodial Supervisr	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	0.25	0.25	0.25	0.25	0.00	0%
Maintenance Technician	1.00	0.00	0.00	1.00	1.00	100%
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:	**5.40**	**4.46**	**4.40**	**5.40**	**1.00**	**22%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
# of work requests completed in 1-3 days	Count	0	300	400	350	0	0
# of work requests completed in < 3 days	Count	0	3	3	100	0	0
Total number of work requests completed	Count	0	303	403	450	0	0
% of minor requests completed in 1 day	Percent	0%	0%	0%	58%	0%	75%
% of major requests completed in FY	Percent	0%	0%	0%	80%	0%	80%
% of customer satisifaction good to excellent	Percent	0%	0%	0%	90%	0%	90%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Central Services Director	82-1040	0	0	0	0	0	0%
Public Works Director	82-1088	19,417	12,531	13,490	14,510	1,020	7%
Maint/custodial Supervisr	82-1108	63,145	64,178	65,780	67,430	1,650	2%
Facilities & Projects Manager	82-1145	86,745	88,556	90,810	93,080	2,270	2%
Staff Assistant	82-1191	10,664	10,393	11,200	11,480	280	2%
Maintenance Technician	82-1720	0	0	0	36,560	36,560	100%
Maintenance Assistant	82-1725	50,207	51,870	52,720	54,040	1,320	2%
Custodian	82-1780	9,576	29,524	35,540	35,710	170	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	974	837	800	800	0	0%
F.I.C.A.	82-1950	17,698	18,904	20,680	23,990	3,310	16%
Retirement	82-1955	36,479	37,148	44,690	52,430	7,740	17%
Retirement Bond Payment	82-1958	24,600	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	49,695	48,095	53,360	73,850	20,490	38%
Dental Insurance	82-1965	4,850	5,179	5,390	7,950	2,560	47%
HSA Contribution	82-1966	4,300	3,225	4,300	9,800	5,500	127%
Benefits Admin Fees	82-1967	104	97	100	90	(10)	- 10%
Life Insurance	82-1970	345	403	390	460	70	17%
Salary Continuation Insur	82-1972	537	597	610	680	70	11%
S.A.I.F.	82-1975	3,958	4,339	4,850	6,060	1,210	24%
Unemployment	82-1980	2,888	2,349	2,700	1,880	(820)	- 30%
Personnel Services Totals:		**386,184**	**378,226**	**407,410**	**490,800**	**83,390**	**20%**
Materials & Services							
Telephones	82-2070	2,795	2,876	4,000	4,430	430	10%
Custodial Services - Sheriff O	82-2150	10,725	10,763	26,000	26,520	520	2%
Custodial Supplies - Sheriff O	82-2151	2,050	2,157	2,050	2,050	0	0%
Custodial Services - Boy Mtg C	82-2153	0	0	0	0	0	0%
Custodial Supplies - Boy Mtg C	82-2154	0	227	200	200	0	0%
Custodial Services - Animal Sh	82-2155	6,048	605	7,440	0	(7,440)	- 100%
Custodial Supplies - Animal Sh	82-2156	1,317	0	1,870	0	(1,870)	- 100%
Custodial Supplies - Jail	82-2157	11,191	14,211	13,200	13,200	0	0%
Custodial Services - Jail	82-2158	8,267	6,706	7,500	7,650	150	2%
Custodial Supplies	82-2160	4,213	6,922	6,500	6,500	0	0%
Custodial Services	82-2161	12,731	7,264	9,230	9,230	0	0%
Custodial Supplies-800/820	82-2163	4,390	4,257	4,200	4,500	300	7%
Custodial Services-800/820	82-2168	55,904	54,718	57,310	58,450	1,140	1%
Incinerator Permits	82-2180	0	0	0	0	0	0%
Utilities-800	82-2191	35,719	32,027	35,250	35,250	0	0%
Utilities-820	82-2192	19,358	21,227	19,790	26,240	6,450	32%
Maintenance Supplies	82-2259	3,719	3,296	3,440	6,500	3,060	88%

Maintenance - Equipment	82-2260	1,624	4,109	1,500	2,000	500	33%
Maintenance - Boiler	82-2261	3,386	790	4,000	4,000	0	0%
Software Maintenance	82-2265	0	0	0	0	0	0%
Alarm Monitoring - 800/820	82-2270	1,048	2,310	1,900	2,000	100	5%
Alarm Monitoring - CCSO	82-2271	0	90	600	600	0	0%
Alarm Monitoring	82-2272	2,007	2,295	2,800	2,800	0	0%
Maintenance S.I.G.	82-2300	40,937	34,277	37,000	37,000	0	0%
Employee Drug Screen	82-2302	0	0	100	100	0	0%
Animal Control Maint. S.I.G.	82-2303	3,919	164	2,330	0	(2,330)	- 100%
Jail Maint S.I.G.	82-2304	37,526	41,484	40,100	40,100	0	0%
Maintenance - Elevators	82-2305	7,991	5,867	10,100	10,100	0	0%
Maint. Elevators-800/820	82-2306	10,653	5,914	6,280	6,280	0	0%
Maint. S.I.G - Boy Mtg Ctr.	82-2307	1,612	3,478	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	9,770	9,770	0	0%
800 Maint. S.I.G.	82-2321	12,200	16,517	8,600	8,600	0	0%
820 Maint. S.I.G.	82-2322	4,243	6,865	5,500	6,000	500	9%
Ford Family Foundation	82-2330	0	0	0	0	0	0%
B&G Shop SIG	82-2331	0	125	100	300	200	200%
Membership Fees And Dues	82-2370	50	50	180	180	0	0%
Office Supplies	82-2410	207	417	200	250	50	25%
Books And Periodicals	82-2413	33	240	100	100	0	0%
Postage And Freight	82-2419	289	39	200	200	0	0%
Printing And Reproduction	82-2425	282	973	600	600	0	0%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	0	13,087	20,000	20,000	0	0%
Contractual Services-Temp Help	82-2492	29,833	5,115	3,000	3,500	500	16%
Publi. And Legal Notices	82-2600	986	0	1,000	1,000	0	0%
Rents And Leases - Equip.	82-2630	0	0	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	12,000	12,000	12,000	12,000	0	0%
Small Tools And Instrum.	82-2710	2,845	4,680	2,420	2,420	0	0%
Vehicle Maintenance & Use	82-2923	981	402	1,000	1,000	0	0%
Education And Training	82-2928	547	515	2,400	2,400	0	0%
Reimbursed Travel Expense	82-2930	395	132	1,660	1,660	0	0%
Road Department Services	82-2959	0	0	0	9,800	9,800	100%
Utilities	82-2960	37,798	34,738	38,460	38,460	0	0%
Utilities SO Deten Center	82-2961	106,160	99,831	104,170	104,170	0	0%
Utilities - Boy Mtg Ctr	82-2962	5,782	5,403	5,840	5,840	0	0%
Utilities Animal Control	82-2963	36,786	0	38,460	0	(38,460)	- 100%
Utilities B&G Shop	82-2964	5,035	3,533	4,820	4,820	0	0%
Utilities - CCSO	82-2965	0	128	20,450	20,450	0	0%
Materials & Services Totals:		**545,581**	**472,821**	**588,120**	**561,720**	**(26,400)**	**- 4%**
Special Payments							
Property Taxes	82-3800	582	600	600	650	50	8%
Special Payments Totals:		**582**	**600**	**600**	**650**	**50**	**8%**
Total Expenditures:		**932,347**	**851,646**	**996,130**	**1,053,170**	**57,040**	**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

There are significant increases in both the revenues and expenditures in this Org Unit and these increases are in correlation to the following:

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 received during the 2015-16 FY has been higher than anticipated during the budget process and the projects that were planned during that time, therefore the Public Works department is reevaluating the improvement plans and are holding off on any projects during the 2015-16 FY so that a program can be developed with a greater set of improvements. The anticipated amount of beginning revenue that will roll into the 2016-17 FY as well as the amount that is projected to received from room taxes in the 2016-17 FY will be approximately $110,000.

There is also a significant cost increase in this budget for the general liability insurance costs, these amounts can vary greatly from year to year so we are budgeting for approximately a 25% increase over the actual costs in the 2015-16 fiscal year to anticipate for any costs associated with any pending litigation that may have an unfavorable outcome for the county as well as a possible change in services provided by the county's agent of record.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Room Tax	0	3,778	10,000	55,000	45,000	4%
St. - Liquor 2145	12,033	13,335	16,500	13,700	(2,800)	- 0%
Veteran Services	37,102	37,343	37,700	37,700	0	0%
Veterans Outreach Grant	12,300	0	5,000	0	(5,000)	- 1%
LNG Analysis Revenue	0	0	0	0	0	0%
Cannon Restoration Donations	0	0	0	0	0	0%
Rev. Refunds & Reim.	570	0	0	0	0	0%
Misc. Grant Revenue	9,467	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	225,491	237,061	377,200	456,570	79,370	21%
Total Revenue:	**296,963**	**291,518**	**446,400**	**562,970**	**116,570**	**26%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	248,956	249,284	280,400	303,770	23,370	8%
Special Payments	48,007	42,234	166,000	259,200	93,200	56%
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:	**296,963**	**291,518**	**446,400**	**562,970**	**116,570**	**26%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Materials & Services							
Insurance	82-2200	106,470	112,170	130,000	152,870	22,870	17%
General Equipment	82-2268	0	0	0	0	0	0%
Pioneer Cemetery	82-2301	935	1,005	1,300	1,300	0	0%
Membership Fees And Dues	82-2370	23,386	23,412	23,500	24,000	500	2%
Auditing And Accounting	82-2462	36,675	52,350	55,000	55,000	0	0%
Veterans Outreach Grant	82-2464	7,300	0	0	0	0	0%
Veterans Service Contract	82-2468	57,587	57,829	62,600	62,600	0	0%
Contractual Services	82-2471	9,313	0	0	0	0	0%
Mentally Ill	82-2496	7,290	2,518	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:		**248,956**	**249,284**	**280,400**	**303,770**	**23,370**	**8%**
Special Payments							
Pub. Road & Drainage Improv.	82-3008	0	0	10,000	110,000	100,000	1000%
Mental Health 2145	82-3100	13,507	13,335	16,500	13,700	(2,800)	- 16%
Soil Conservation Dist.	82-3110	6,000	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	0	(4,000)	- 100%
Cont. To Outside Agencies	82-3575	7,500	1,899	12,500	12,500	0	0%
Crisis Respite Center	82-3576	0	0	100,000	100,000	0	0%
Special Payments Totals:		**48,007**	**42,234**	**166,000**	**259,200**	**93,200**	**56%**
Total Expenditures:		**296,963**	**291,518**	**446,400**	**562,970**	**116,570**	**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 42% decrease in the proposed budget over the 2015-16 FY due to the projected reduction in the 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.

The transfer to Public Health increases by $67,000 to provide support on an as needed basis for an additional .60 nursing FTE

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Timber Sales	1,632,247	1,259,466	2,790,380	1,394,280	(1,396,100)	- 0%
General Fund Support	697,925	461,900	461,900	528,900	67,000	14%
Total Revenue:	**2,330,172**	**1,721,366**	**3,252,280**	**1,923,180**	**(1,329,100)**	**- 40%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	2,330,172	1,721,366	3,252,280	1,923,180	(1,329,100)	- 40%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**2,330,172**	**1,721,366**	**3,252,280**	**1,923,180**	**(1,329,100)**	**- 40%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	333,175	394,000	394,000	461,000	67,000	17%
Trans To Special Projects	82-8100	1,632,247	1,259,466	2,790,380	1,394,280	(1,396,100)	- 50%
Trans To Emergency Comm	82-8110	0	0	0	0	0	0%
Trans To Drug Task Force	82-8115	27,600	0	0	0	0	0%
Trans To Marine Patrol	82-8120	30,200	27,200	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	261,750	0	0	0	0	0%
Trans To Child Support	82-8400	45,200	40,700	40,700	40,700	0	0%
Transfers To Comm. Corrections	82-8430	0	0	0	0	0	0%
Transfers Out Totals:		**2,330,172**	**1,721,366**	**3,252,280**	**1,923,180**	**(1,329,100)**	**- 40%**
Total Expenditures:		**2,330,172**	**1,721,366**	**3,252,280**	**1,923,180**	**(1,329,100)**	**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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Transfer From General	0	0	0	0	0	0%
General Fund Support	0	0	2,020,030	1,989,400	(30,630)	- 1%
Total Revenue:	**0**	**0**	**2,020,030**	**1,989,400**	**(30,630)**	**- 1%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	2,020,030	1,989,400	(30,630)	- 1%
Total Expenditures:	**0**	**0**	**2,020,030**	**1,989,400**	**(30,630)**	**- 1%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Contingencies							
Approp. For Contg. - Gen.	82-9901	0	0	2,020,030	1,989,400	(30,630)	- 1%
Contingencies Totals:		**0**	**0**	**2,020,030**	**1,989,400**	**(30,630)**	**- 1%**
Total Expenditures:		**0**	**0**	**2,020,030**	**1,989,400**	**(30,630)**	**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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	362,123	456,705	251,670	325,670	74,000	0%
Interest On Investments	2,312	1,611	2,000	1,600	(400)	- 0%
S.A.I.F. Reimbursement	156,762	88,657	0	0	0	0%
S.A.I.F. Claim Repayment	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	4,159	0	0	0	0%
Wellness Grant Revenue	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	**521,197**	**551,132**	**253,670**	**327,270**	**73,600**	**29%**
Total Unappropriated Budget:	**456,705**	**307,733**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**64,492**	**243,398**	**253,670**	**327,270**	**73,600**	**29%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	64,492	30,747	253,670	327,270	73,600	29%
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	212,651	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**64,492**	**243,398**	**253,670**	**327,270**	**73,600**	**29%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	4	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(5)	0	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	63,892	29,847	252,670	324,870	72,200	28%
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	600	900	1,000	2,400	1,400	140%
Materials & Services Totals:		**64,492**	**30,747**	**253,670**	**327,270**	**73,600**	**29%**
Transfers Out							
Trans to Other Funds	82-8165	0	212,651	0	0	0	0%
Transfers Out Totals:		**0**	**212,651**	**0**	**0**	**0**	**0%**
Total Expenditures:		**64,492**	**243,398**	**253,670**	**327,270**	**73,600**	**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 3rd payment on a 15 year loan for the remodel of the Parole & Probation facility. This facility will be the new Sheriff's Office headquarters and will house the Criminal, Support and Parole and Probation divisions. The remodel will include a dedicated evidence and property room.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	247,682	21,273	172,560	174,220	1,660	0%
Interest On Investments	3,140	560	300	500	200	0%
Bond & UAL Revenue	0	0	0	0	0	0%
Bond Repayment Revenue	1,005,627	0	0	0	0	0%
Transfer from Other Funds	0	200,000	190,000	190,000	0	0%
Total Revenue:	**1,256,449**	**221,833**	**362,860**	**364,720**	**1,860**	**0%**
Total Unappropriated Budget:	**21,274**	**172,819**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**1,235,175**	**49,014**	**362,860**	**364,720**	**1,860**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	1,235,175	28,541	189,700	186,400	(3,300)	- 1%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	0	20,473	0	0	0	0%
Contingency	0	0	173,160	178,320	5,160	2%
Total Expenditures:	**1,235,175**	**49,014**	**362,860**	**364,720**	**1,860**	**0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	28,541	56,300	53,000	(3,300)	- 5%
P & P Principal Payment	82-2645	0	0	133,400	133,400	0	0%
Bond Redemptions	82-3300	1,170,000	0	0	0	0	0%
Interest On Bonds	82-3400	65,175	0	0	0	0	0%
Debt Service Totals:		**1,235,175**	**28,541**	**189,700**	**186,400**	**(3,300)**	**- 1%**
Transfers Out							
Trans to Other Funds	82-8165	0	20,473	0	0	0	0%
Transfers Out Totals:		**0**	**20,473**	**0**	**0**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	173,160	178,320	5,160	2%
Contingencies Totals:		**0**	**0**	**173,160**	**178,320**	**5,160**	**2%**
Total Expenditures:		**1,235,175**	**49,014**	**362,860**	**364,720**	**1,860**	**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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	1,545,519	7,049	293,550	603,210	309,660	1%
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	3,329	908	600	2,300	1,700	2%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Transfer From General	0	0	0	0	0	0%
Transfer from Other Funds	0	300,000	300,000	300,000	0	0%
Total Revenue:	**1,548,849**	**307,957**	**594,150**	**905,510**	**311,360**	**52%**
Total Unappropriated Budget:	**7,049**	**300,908**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**1,541,800**	**7,049**	**594,150**	**905,510**	**311,360**	**52%**

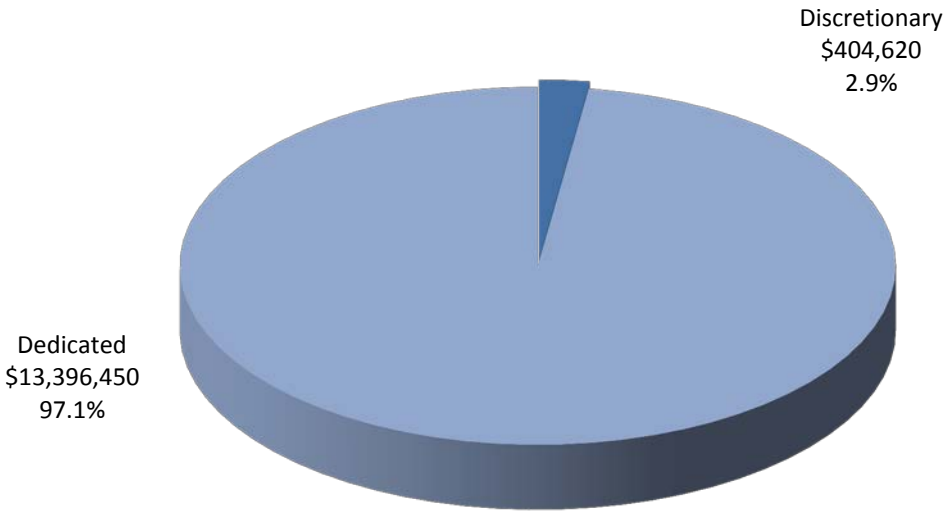
Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	1,541,800	7,049	0	0	0	0%
Contingency	0	0	594,150	905,510	311,360	52%
Total Expenditures:	**1,541,800**	**7,049**	**594,150**	**905,510**	**311,360**	**52%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	1,094,100	5,002	0	0	0	0%
Trans to Other Funds	82-8165	447,700	2,047	0	0	0	0%
Transfers Out Totals:		**1,541,800**	**7,049**	**0**	**0**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	594,150	905,510	311,360	52%
Contingencies Totals:		**0**	**0**	**594,150**	**905,510**	**311,360**	**52%**
Total Expenditures:		**1,541,800**	**7,049**	**594,150**	**905,510**	**311,360**	**1.00**

Clatsop County Functions/Programs Budget
Land Use & Transportation 2016-2017
Total $13,801,070



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

Surveyor
Road Admin. & Support
Road Maint. & Construction
Approp. for Contingency 2
Surveyor Land Corner
Bike Paths
Planning Division
Building Codes

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.

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 a North Coast Business Park property line adjustment and an Eddy Point Lane road vacation.

Budget Highlights

This year's revenues are expected to be the same as last fiscal year. Personnel Costs are 5% higher due to COLA and Retirement costs. Materials and Supplies are 2% higher due to an increase in membership fees and dues.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Special Projects Revenue	0	0	0	0	0	0%
Surveyor Fees & Maps	33,675	43,285	39,000	40,000	1,000	0%
Maps And Microfische Fees	934	663	1,500	1,500	0	0%
Partition Review	17,800	11,000	18,300	15,300	(3,000)	- 0%
Subdivision Review	9,520	6,806	5,000	7,000	2,000	0%
Road Vacation Fees	0	0	0	0	0	0%
Roads Work Other Depts.	14,030	5,000	7,000	7,000	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	0	0	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
General Fund Support	40,778	40,346	41,160	141,000	99,840	242%
Total Revenue:	**116,737**	**107,100**	**111,960**	**211,800**	**99,840**	**89%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	71,708	70,130	71,900	131,130	59,230	82%
Personnel Benefits	41,581	32,198	35,440	72,040	36,600	103%
Material & Supplies	3,448	4,772	4,620	8,630	4,010	86%
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:	**116,737**	**107,100**	**111,960**	**211,800**	**99,840**	**89%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Surveyor	0.75	0.75	0.75	0.75	0.00	0%
Public Works Director	0.05	0.07	0.05	0.05	0.00	0%
Staff Assistant	0.15	0.15	0.15	0.15	0.00	0%
Survey Tech II	0.00	0.00	0.00	1.00	1.00	100%
Total Personnel:	**0.95**	**0.97**	**0.95**	**1.95**	**1.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of plats submitted for filing	Count	21	21	21	13	20	20
Number of digitally indexed surveys verified	Count	0	150	300	300	300	300
Number of surveys submitted for filing	Count	0	0	92	113	100	100
Percent of surveys checked in 10 working days	Percent	0%	76%	87%	88%	90%	100%
Percent of survey rechecks filed in 10 working days	Percent	0%	88%	95%	90%	90%	100%
Percent of plats checked in 15 working days	Percent	0%	0%	90%	100%	100%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Surveyor	82-1015	58,837	60,090	61,590	63,130	1,540	2%
Public Works Director	82-1088	6,472	4,177	4,500	4,840	340	7%
Staff Assistant	82-1191	6,399	5,863	5,810	6,430	620	10%
Survey Tech II	82-1306	0	0	0	56,730	56,730	100%
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	5,248	5,134	5,500	10,030	4,530	82%
Retirement	82-1955	11,128	10,695	12,290	22,960	10,670	86%
Retirement Bond Payment	82-1958	5,700	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	14,494	11,957	12,630	29,270	16,640	131%
Dental Insurance	82-1965	1,543	1,503	1,490	3,400	1,910	128%
HSA Contribution	82-1966	1,600	1,200	1,600	3,600	2,000	125%
Benefits Admin Fees	82-1967	77	50	130	30	(100)	- 76%
Life Insurance	82-1970	100	99	90	170	80	88%
Salary Continuation Insur	82-1972	183	183	180	260	80	44%
S.A.I.F.	82-1975	669	717	810	1,530	720	88%
Unemployment	82-1980	839	659	720	790	70	9%
Personnel Services Totals:		**113,289**	**102,328**	**107,340**	**203,170**	**95,830**	**89%**
Materials & Services							
Telephones	82-2070	449	571	500	500	0	0%
Field Supplies	82-2165	84	0	200	200	0	0%
Maintenance - Equipment	82-2260	75	91	400	400	0	0%
Software Maintenance/Licenses	82-2265	473	487	500	500	0	0%
General Equipment	82-2268	0	0	0	3,900	3,900	100%
Maintenance S.I.G.	82-2300	0	2,500	200	200	0	0%
Membership Fees And Dues	82-2370	200	225	220	330	110	50%
Office Supplies	82-2410	97	0	200	200	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	30	45	300	300	0	0%
Printing And Reproduction	82-2425	101	0	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%
Publi. And Legal Notices	82-2600	0	25	200	200	0	0%
Vehicle Maintenance & Use	82-2923	200	53	200	200	0	0%
Education And Training	82-2928	185	150	200	400	200	100%
Reimbursed Travel Expense	82-2930	389	213	400	200	(200)	- 50%
Road Department Services	82-2959	0	0	0	0	0	0%
Utilities	82-2960	770	412	700	700	0	0%

Refunds and Returns	82-3204	395	0	0	0	0	0%
Materials & Services Totals:		**3,448**	**4,772**	**4,620**	**8,630**	**4,010**	**86%**
Total Expenditures:		**116,737**	**107,100**	**111,960**	**211,800**	**99,840**	**1.00**

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. In addition: clerical, accounting and contract services for the Building & Grounds Division, including the Contracts and payments for the Sheriff's Office Relocation Project. Engineering Technicians completed permits and project preparation work for major culvert replacements on Ft Clatsop Road and Sylvandale and property acquisition for road improvements on Bagley Lane.

Budget Highlights

This year's Personnel costs are 1% higher due to COLA/Step increases, and Materials and Services are 4% lower overall due to a decrease in Indirect Costs.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Bond & UAL Reserve - Roads	0	0	0	0	0	0%
Revenue from Road District #1	0	731,330	727,750	726,660	(1,090)	0%
Franchise Fees	0	0	0	1,880	1,880	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	11	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	770,500	0	0	0	0	0%
Total Revenue:	**770,500**	**731,341**	**727,750**	**728,540**	**790**	**0%**
Total Unappropriated Budget:	**23,294**	**55,162**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**747,206**	**676,180**	**727,750**	**728,540**	**790**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	326,288	330,218	342,740	357,040	14,300	4%
Personnel Benefits	190,809	152,009	165,190	158,100	(7,090)	- 4%
Material & Supplies	191,600	191,373	217,130	210,500	(6,630)	- 3%
Special Payments	0	0	0	0	0	0%
Debt Service	1,326	2,580	2,690	2,900	210	7%
Capital Outlay	37,183	0	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**747,206**	**676,180**	**727,750**	**728,540**	**790**	**0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Admin. Services Supervisor	1.00	1.00	1.00	1.00	0.00	0%
Staff Assistant	1.60	1.60	1.60	1.60	0.00	0%
Engineering Tech-Lead Worker	1.00	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:	**5.60**	**5.60**	**5.60**	**5.60**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of transactions in cost accounting	Count	0	33,131	35,443	35,746	36,000	36,000
Number of Tech hours on Road/Culvert/Eng/ROW	Count	0	836	971	1,412	1,300	1,200

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	58,351	59,593	61,080	62,610	1,530	2%
Staff Assistant	82-1191	68,253	63,837	66,520	70,890	4,370	6%
Engineering Tech-Lead Worker	82-1309	73,791	74,932	76,650	78,570	1,920	2%
Engineering Tech I	82-1312	0	0	0	0	0	0%
Engineering Tech II	82-1314	64,105	65,629	67,270	68,950	1,680	2%
GIS/Planner	82-1403	61,788	66,226	71,220	76,020	4,800	6%
GIS Technician	82-1405	0	0	0	0	0	0%
Extra Help	82-1941	0	0	0	0	0	0%
Overtime	82-1945	11,124	2,733	6,500	6,500	0	0%
F.I.C.A.	82-1950	24,596	24,259	26,720	27,810	1,090	4%
Retirement	82-1955	39,910	44,585	48,600	50,410	1,810	3%
Retirement Bond Payment	82-1958	26,500	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	74,281	68,284	69,550	54,210	(15,340)	- 22%
Dental Insurance	82-1965	5,816	5,455	5,350	5,400	50	0%
HSA Contribution	82-1966	2,000	1,500	2,000	8,500	6,500	325%
Benefits Admin Fees	82-1967	237	199	190	160	(30)	- 15%
Life Insurance	82-1970	459	454	450	450	0	0%
Salary Continuation Insur	82-1972	506	505	510	520	10	1%
S.A.I.F.	82-1975	1,629	1,291	1,830	1,960	130	7%
Unemployment	82-1980	3,751	2,744	3,490	2,180	(1,310)	- 37%
Personnel Services Totals:		**517,098**	**482,227**	**507,930**	**515,140**	**7,210**	**1%**
Materials & Services							
Telephones	82-2070	9,813	10,008	10,080	10,080	0	0%
Custodial Services	82-2161	2,372	2,189	2,400	2,400	0	0%
Insurance	82-2200	62,735	60,797	65,000	68,440	3,440	5%
License And Permit Fees	82-2240	1,775	1,545	3,650	3,760	110	3%
Maintenance - Equipment	82-2260	0	736	2,000	2,000	0	0%
Software Maintenance	82-2265	1,891	3,748	3,900	3,910	10	0%
Maintenance S.I.G.	82-2300	346	182	2,000	2,000	0	0%
Employee Drug Screen	82-2302	0	0	200	200	0	0%
Membership Fees And Dues	82-2370	301	0	180	500	320	177%
Office Supplies	82-2410	4,076	3,260	4,000	4,000	0	0%
Books And Periodicals	82-2413	180	157	400	400	0	0%
Postage And Freight	82-2419	746	685	1,000	1,000	0	0%
Printing And Reproduction	82-2425	3,066	1,517	1,800	1,800	0	0%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	4,199	771	1,200	1,200	0	0%
LAN Equipment	82-2455	3,720	3,720	3,720	4,200	480	12%

Contractual Services	82-2471	0	114	0	0	0	0%
Administrative Costs	82-2473	0	0	0	0	0	0%
Publi. And Legal Notices	82-2600	756	1,625	1,900	1,900	0	0%
Small Tools And Instrum.	82-2710	490	223	2,000	3,800	1,800	90%
Education And Training	82-2928	700	1,675	2,900	2,510	(390)	- 13%
Reimbursed Travel Expense	82-2930	504	799	1,800	2,100	300	16%
Utilities	82-2960	33,931	29,523	36,000	36,000	0	0%
Indirect Cost Allocation	82-3210	60,000	68,100	71,000	58,300	(12,700)	- 17%
Materials & Services Totals:		**191,600**	**191,373**	**217,130**	**210,500**	**(6,630)**	**- 3%**
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	37,183	0	0	0	0	0%
Capital Outlay Totals:		**37,183**	**0**	**0**	**0**	**0**	**0%**
Debt Service							
Capital Lease	82-3199	1,326	2,580	2,690	2,900	210	7%
Debt Service Totals:		**1,326**	**2,580**	**2,690**	**2,900**	**210**	**7%**
Total Expenditures:		**747,206**	**676,180**	**727,750**	**728,540**	**790**	**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 or 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

Surface treated 20.68 miles of road. Paved approximately 1.1 mile on Svenson Market Road and a 1/2 mile of Hillcrest Loop Road. Performed several large culvert replacement jobs on Lower River Road and Sylvandale Road. Repaired the Lounsberry Bridge, Saspal Slough Bridge, Gnat Creek Bridge and Lower Nehalem River Road Bridges.

Budget Highlights

There is a 31% increase in this year's revenues due to a larger beginning balance. Personnel Services are $6530 lower than last year due to the replacement of the Equipment Servicer position with a Shop Maintenance Assistant and lower net Medical Insurance costs. This year's Contractual Services are increased by 6%, with projects including major repairs to 4 bridges and $410,000 of paving on Walluski Loop, Burnside Intersection and Old Highway 30. There will also be a very large culvert replacement on Ft Clatsop Road. We are our exchanging oiling services for striping services with Columbia County. This will save the department at least $50,000 over the price of contract striping. The striping paint and beads are accounted for in the Signs line item.The Safety line item now includes reimbursement for boots for crew members due to negotiated changes in the union contract. There will be communications upgrades, including a backup generator for the Humbug repeater. The Astoria shops will have $25,000 of roof replacement and the Svensen substation shop yard will be increased by one acre to accommodate more stockpiling onsite.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	2,292,224	2,394,755	3,058,710	4,636,270	1,577,560	0%
Bond & UAL Reserve - Roads	0	0	0	0	0	0%
Interest On Investments	14,145	14,800	12,000	23,000	11,000	0%
State Bridge Design	0	0	0	0	0	0%
St. Highway Fund	2,319,132	2,381,700	2,452,740	2,530,620	77,880	0%
St. - Fas Conversion	224,929	0	0	286,170	286,170	0%
EMPG	0	0	0	0	0	0%
ODOT Ferry Boat Program	0	119,215	0	0	0	0%
ARRA - ROADS	0	0	0	0	0	0%
Revenue from Road District #1	0	133,900	0	0	0	0%
KOA Lease	2,500	2,500	2,500	2,500	0	0%
District Shop Lease	0	5,000	4,400	4,400	0	0%
Roads Work Other Depts.	236,121	138,752	111,220	107,200	(4,020)	- 0%
Vehicle Fuel	195,172	161,767	200,000	200,000	0	0%
Vehicle Shop Service	485	1,720	0	0	0	0%
Material & Supplies Sales	10,452	942	600	600	0	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	2,963	350	200	200	0	0%
Admin Services Fees	6,400	6,400	6,400	6,400	0	0%
US 101 Flood Project	64,313	0	0	0	0	0%
Lien Assessments	800	0	800	200	(600)	- 0%
Miscellaneous Revenue	0	34,466	0	0	0	0%
Equip. Auction & Sales	25,310	432	35,000	5,000	(30,000)	- 0%
Transfer from Other Funds	0	58,260	0	0	0	0%
Transfer from Bond Reserve Fun	180,900	827	0	0	0	0%
Transfer From Road Dist 1	658,500	0	0	0	0	0%
Total Revenue:	**6,234,344**	**5,455,785**	**5,884,570**	**7,802,560**	**1,917,990**	**32%**
Total Unappropriated Budget:	**857,361**	**1,111,443**	**4,200**	**1,608,110**	**1,603,910**	**38188%**
Total Budgeted Resources:	**5,376,983**	**4,344,342**	**5,880,370**	**6,194,450**	**314,080**	**5%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	1,266,939	1,196,978	1,308,400	1,336,140	27,740	2%
Personnel Benefits	861,509	640,615	772,150	737,880	(34,270)	- 4%
Material & Supplies	2,882,384	2,257,923	3,340,820	3,577,320	236,500	7%
Special Payments	20,829	346	43,000	43,000	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	8,723	0	25,000	110,000	85,000	340%
Transfer Out	336,600	248,480	391,000	390,110	(890)	- 0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**5,376,983**	**4,344,342**	**5,880,370**	**6,194,450**	**314,080**	**5%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Works Director	0.70	0.70	0.70	0.70	0.00	0%
Assist Public Works Direc.	0.00	0.00	1.00	1.00	0.00	0%
County Engineer	1.00	1.00	0.00	0.00	0.00	0%
Crew Foreman	3.00	3.00	3.00	3.00	0.00	0%
Operation & Maint. Manager	1.00	0.00	0.00	0.00	0.00	0%
Rd Maint Worker Trainee	1.00	1.00	1.00	0.00	(1.00)	- 100%
Rd Maint Worker	14.00	14.00	14.00	15.00	1.00	7%
Mechanic	2.00	2.00	2.00	2.00	0.00	0%
Shop Maint. Assistant	0.00	0.00	0.00	1.00	1.00	100%
Equipment Servicer	1.00	1.00	1.00	0.00	(1.00)	- 100%
Total Personnel:	**23.70**	**22.70**	**22.70**	**22.70**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Miles of asphalt roadway resurfacing	Count	0	3	1	1	2	1
Miles of roadway chipsealed	Count	0	28	21	23	20	22
Acres of ROW maintained for weed control	Count	0	355	355	355	355	355
Lane miles of ditches to maintain	Count	0	46	46	46	46	46
Culverts and catch basins maintained	Count	0	1,500	1,500	1,500	1,500	1,500
Miles of paint marking applied annually	Count	0	89	89	89	89	89
Traffic signs maintained	Count	0	1,495	1,495	1,495	1,495	1,495
Projects to be bid in budget year	Count	0	3	1	2	2	2
Preventative Maintenance routines done	Count	0	130	130	164	130	130
Cost per lane mile for mechanical mowing	Count	0	127	132	118	120	117
Cost per lane mile for brush chopping	Count	0	594	540	693	700	600
Lineal feet of culverts repaired/replaced	Count	0	2,073	1,879	1,711	1,200	1,500
Percent of gravel roads graded every year	Percent	0%	77%	62%	80%	72%	80%
Percent of surfaced roads resurfaced	Percent	0%	6%	11%	11%	11%	11%
Percent of lane miles mowed per year	Percent	0%	11%	82%	90%	100%	100%
Percent of lane miles chopped per year	Percent	0%	40%	39%	60%	38%	50%
Percent of Rd Mtc budget used for modernization	Percent	0%	10%	7%	10%	4%	6%
Percent of mechanic work hours on billable repairs	Percent	0%	87%	79%	74%	75%	75%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Works Director	82-1088	80,243	58,478	62,940	67,740	4,800	7%
Assist Public Works Direc.	82-1089	0	0	83,360	85,440	2,080	2%
County Engineer	82-1140	51,518	0	0	0	0	0%
Crew Foreman	82-1149	186,047	192,633	200,210	208,210	8,000	4%
Shop Foreman	82-1151	0	0	0	0	0	0%
Operation & Maint. Manager	82-1158	71,497	0	0	0	0	0%
Rd Maint Worker Trainee	82-1735	52,508	104,180	16,910	0	(16,910)	- 100%
Rd Maint Worker	82-1740	688,258	692,599	779,050	815,560	36,510	4%
Mechanic	82-1750	89,499	106,860	116,570	120,800	4,230	3%
Shop Maint. Assistant	82-1751	0	0	0	38,390	38,390	100%
Equipment Servicer	82-1755	47,369	42,228	49,360	0	(49,360)	- 100%
Extra Help - Road	82-1907	32,908	37,442	47,300	50,500	3,200	6%
Overtime	82-1945	27,457	15,760	20,000	20,000	0	0%
Above Classification	82-1946	0	0	22,800	22,800	0	0%
F.I.C.A.	82-1950	97,367	92,078	106,980	109,350	2,370	2%
Retirement	82-1955	179,119	161,239	198,560	198,780	220	0%
Retirement Bond Payment	82-1958	111,500	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	303,857	241,632	263,410	198,630	(64,780)	- 24%
Dental Insurance	82-1965	31,732	27,800	30,910	31,820	910	2%
HSA Contribution	82-1966	11,400	5,550	9,400	27,400	18,000	191%
Benefits Admin Fees	82-1967	557	538	550	470	(80)	- 14%
Life Insurance	82-1970	1,821	1,754	1,840	1,840	0	0%
Salary Continuation Insur	82-1972	2,185	2,006	2,260	2,280	20	0%
S.A.I.F.	82-1975	45,890	43,754	54,160	65,430	11,270	20%
Unemployment	82-1980	15,715	11,062	13,980	8,580	(5,400)	- 38%
Personnel Services Totals:		**2,128,448**	**1,837,593**	**2,080,550**	**2,074,020**	**(6,530)**	**- 0%**
Materials & Services							
Banking Svcs Fee	82-2002	249	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(265)	0	0	0	0	0%
Hiring Expenses	82-2015	139	0	3,000	3,000	0	0%
Uniform Cleaning	82-2041	2,146	2,370	2,900	2,900	0	0%
Custodial Services	82-2161	2,372	2,888	3,000	3,000	0	0%
License And Permit Fees	82-2240	5,711	3,785	5,900	5,900	0	0%
Maint. - Fleet Service	82-2255	25,115	37,777	70,000	60,000	(10,000)	- 14%
Maintenance Supplies	82-2259	5,686	7,934	10,500	7,500	(3,000)	- 28%
Maintenance - Equipment	82-2260	0	0	0	0	0	0%
Maint. - Comm. Equipment	82-2262	6,231	4,639	5,000	15,000	10,000	200%
Maint. - Automotive Parts	82-2263	63,072	54,971	90,000	80,000	(10,000)	- 11%
General Equipment	82-2268	15,095	3,301	9,200	14,700	5,500	59%
Maintenance S.I.G.	82-2300	4,990	6,567	20,640	41,140	20,500	99%

Employee Drug Screen	82-2302	2,360	1,920	3,000	3,000	0	0%
Membership Fees And Dues	82-2370	966	1,120	1,170	1,370	200	17%
PC Equipment	82-2455	0	0	0	0	0	0%
Contractual Services	82-2471	1,035,026	537,112	1,466,100	1,563,100	97,000	6%
Surveyor Services	82-2483	11,790	5,000	7,000	7,000	0	0%
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0%
Oil Rock	82-2620	45,980	135,273	88,000	91,000	3,000	3%
Road Oil	82-2625	553,044	471,126	475,000	432,000	(43,000)	- 9%
Rents And Leases - Equip.	82-2630	17,912	18,465	20,060	17,560	(2,500)	- 12%
Rts. & Lea. - S., I. & G.	82-2670	300	433	1,000	1,000	0	0%
Small Tools And Instrum.	82-2710	2,224	2,736	1,000	1,000	0	0%
Crushing	82-2715	0	0	50,000	0	(50,000)	- 100%
Asphalt	82-2840	7,135	25,089	25,500	25,500	0	0%
Bridge Material	82-2842	758	3,502	8,000	8,000	0	0%
Chemicals	82-2844	14,892	17,628	22,000	22,000	0	0%
Culverts	82-2846	49,830	45,174	65,000	65,000	0	0%
Fuel	82-2852	385,302	272,203	400,000	400,000	0	0%
Rock	82-2854	386,305	346,545	218,000	387,850	169,850	77%
Signs	82-2856	23,428	21,363	27,000	83,000	56,000	207%
Tires	82-2858	17,085	13,951	30,000	30,000	0	0%
Safety Program	82-2862	4,098	9,109	9,600	13,600	4,000	41%
Road Supplies	82-2863	7,802	7,531	11,000	11,000	0	0%
Vehicle Maintenance & Use	82-2923	0	0	0	0	0	0%
Education And Training	82-2928	2,896	2,337	4,050	4,750	700	17%
Reimbursed Travel Expense	82-2930	1,110	2,046	3,100	3,650	550	17%
Refunds and Returns	82-3204	0	6	0	0	0	0%
Indirect Cost Allocation	82-3210	181,600	193,900	185,100	172,800	(12,300)	- 6%
Misc Other Charges	82-3212	0	123	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:		**2,882,384**	**2,257,923**	**3,340,820**	**3,577,320**	**236,500**	**7%**
Special Payments							
US 101 Flood Project	82-3193	20,283	30	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	186	286	40,000	40,000	0	0%
Rt Of Way Monumentation	82-3555	340	0	3,000	3,000	0	0%
Property Taxes	82-3800	20	30	0	0	0	0%
Special Payments Totals:		**20,829**	**346**	**43,000**	**43,000**	**0**	**0%**
Capital Outlay							
Land	82-4000	0	0	0	0	0	0%
Buildings	82-4108	0	0	25,000	110,000	85,000	340%
Automotive Equipment	82-4200	0	0	0	0	0	0%
Miscellaneous Equipment	82-4900	8,723	0	0	0	0	0%
Capital Outlay Totals:		**8,723**	**0**	**25,000**	**110,000**	**85,000**	**340%**
Transfers Out							

Trans To Gen Road Equip	82-8102	336,600	248,480	391,000	390,110	(890)	- 0%
Transfers Out Totals:		**336,600**	**248,480**	**391,000**	**390,110**	**(890)**	**- 0%**
Total Expenditures:		**5,376,983**	**4,344,342**	**5,880,370**	**6,194,450**	**314,080**	**1.00**

Astoria Shop Roof

Department Priority:	1
Location:	Public Works Department
Link to Other Project(s):	
Description:	Replacement of roof on Astoria District shop building.
Justification:	Roof is deteriorating and beyond its useful life.
Alternatives:	Defer roof maintenance.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	1	
Unit Cost:	25,000	25,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**25,000**	**25,000**

Humbug Standby Generator

Department Priority:	2
Location:	Public Works Department
Link to Other Project(s):	
Description:	Generator to provide backup power to the Humbug radio repeater
Justification:	This generator provides power to keep the radio repeater operational in a power outage. This supports the Sheriff and Roads radios.
Alternatives:	Operate without emergency backup power for the radio repeater.
Operating Impact:	
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

		Total
Unit Quantity:	1	
Unit Cost:	10,000	10,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**10,000**	**10,000**

Svensen Shop Yard Expansion

Department Priority:	3
Location:	Public Works Department
Link to Other Project(s):	
Description:	Expansion of Svensen substation shop yard.
Justification:	This money would pay for a property line adjustment to increase the size of the Svensen substation property by 1 acre. The additional property would be used as additional stockpiling area. Increasing the stockpile area would save on the cost of hauling from other locations. This is a cost-effective way to increase stockpile area.
Alternatives:	Continue with current shop yard area.
Operating Impact:	
Request Type:	○ Replacement ◉ Addition
Request Category:	○ Building ◉ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	65,000	65,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**65,000**	**65,000**

Oil Burner for Shop

Department Priority:	4
Location:	Public Works Department
Link to Other Project(s):	
Description:	Oil burning heater for Astoria shop.
Justification:	This heater would burn used oil from vehicles for heating in the shop. This would save on heating costs and costs to dispose of used oil.
Alternatives:	Continue with current shop heating system.
Operating Impact:	
Request Type:	○ Replacement ◉ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ◉ Other

Unit Quantity:	1	Total
Unit Cost:	10,000	10,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**10,000**	**10,000**

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.

Major Accomplishments

The Contingency holds funds for the Roads for future planned projects and contingency for emergencies. There are plans for 3 major bridge replacements which will require matching funds of over $1,000,000. In the event of a declared disaster event, the Road Department will need at least 25% matching funds for restoration of road and bridge infrastructure.

Budget Highlights

The Contingency is 22% higher this year due to a larger beginning balance in the Road Maintenance Fund. The entire contingency is appropriated into this fund this year, with no unappropriated funds.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	0	0	0%
Revenue from Road District #1	0	2,221,570	3,535,500	4,392,290	856,790	0%
Transfer From Road Dist 1	1,514,100	0	0	0	0	0%
Total Revenue:	**1,514,100**	**2,221,570**	**3,535,500**	**4,392,290**	**856,790**	**24%**
Total Unappropriated Budget:	**1,514,100**	**2,221,570**	**3,535,500**	**0**	**(3,535,500)**	**- 100%**
Total Budgeted Resources:	**0**	**0**	**0**	**4,392,290**	**4,392,290**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	0	4,392,290	4,392,290	0%
Total Expenditures:	**0**	**0**	**0**	**4,392,290**	**4,392,290**	**0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Contingencies							
Approp. For Contg. - Road	82-9902	0	0	0	4,392,290	4,392,290	100%
Contingencies Totals:		**0**	**0**	**0**	**4,392,290**	**4,392,290**	**100%**
Total Expenditures:		**0**	**0**	**0**	**4,392,290**	**4,392,290**	**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 south of Seaside and Fishhawk Falls area.

Budget Highlights

The Public Land Corner budget has increased revenues of 18%. A 3% increase in Personnel costs, a 2% increase in Materials and Supplies and a 23% increase in Contingency. When the Public Land Corner Fund has enough Contingency, there will personnel hired to increase the amount of public land corner work.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	142,922	173,815	184,310	220,560	36,250	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	921	990	1,000	1,250	250	0%
Roads Work Other Depts.	0	0	0	0	0	0%
Surveyor Work for Other Depts.	0	0	0	0	0	0%
Franchise Fees	0	0	0	190	190	0%
Public Land Preservation	67,282	72,678	70,000	80,000	10,000	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	298	0	0	0	0%
Transfer from Bond Reserve Fun	16,500	75	0	0	0	0%
Total Revenue:	**227,625**	**247,856**	**255,310**	**302,000**	**46,690**	**18%**
Total Unappropriated Budget:	**173,815**	**193,722**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**53,810**	**54,133**	**255,310**	**302,000**	**46,690**	**18%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	19,612	20,030	20,530	21,040	510	2%
Personnel Benefits	11,787	9,487	10,710	10,900	190	1%
Material & Supplies	22,411	24,616	30,400	31,030	630	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	193,670	239,030	45,360	23%
Total Expenditures:	**53,810**	**54,133**	**255,310**	**302,000**	**46,690**	**18%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	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 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of Government land corners restored	Count	0	9	11	8	8	8
Number of government corners located by GPS	Count	0	12	13	8	8	8
Number of Bearing Tree reports by Surveyors	Count	0	17	3	5	5	5
Percent of Bearing Tree reports done in 10 days	Percent	0%	100%	100%	100%	100%	100%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Surveyor	82-1015	19,612	20,030	20,530	21,040	510	2%
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	1,432	1,465	1,570	1,610	40	2%
Retirement	82-1955	3,160	3,206	3,720	3,820	100	2%
Retirement Bond Payment	82-1958	1,600	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	4,252	3,591	3,950	4,070	120	3%
Dental Insurance	82-1965	463	458	470	470	0	0%
HSA Contribution	82-1966	500	375	500	500	0	0%
Benefits Admin Fees	82-1967	0	0	0	0	0	0%
Life Insurance	82-1970	28	28	30	30	0	0%
Salary Continuation Insur	82-1972	54	54	50	50	0	0%
S.A.I.F.	82-1975	200	183	210	220	10	4%
Unemployment	82-1980	98	127	210	130	(80)	- 38%
Personnel Services Totals:		**31,399**	**29,517**	**31,240**	**31,940**	**700**	**2%**
Materials & Services							
Banking Svcs Fee	82-2002	4	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(5)	0	0	0	0	0%
Telephones	82-2070	310	412	300	300	0	0%
Field Supplies	82-2165	50	11	100	100	0	0%
Maintenance - Equipment	82-2260	104	0	400	400	0	0%
Software Maintenance	82-2265	473	487	500	500	0	0%
General Equipment	82-2268	0	0	100	1,000	900	900%
Maintenance S.I.G.	82-2300	0	0	200	200	0	0%
Membership Fees And Dues	82-2370	200	175	200	300	100	50%
Office Supplies	82-2410	73	0	300	300	0	0%
Office Furniture & Equipment	82-2454	0	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	0	0	300	300	0	0%
Publi. And Legal Notices	82-2600	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	276	328	400	400	0	0%
Education And Training	82-2928	185	150	200	200	0	0%
Reimbursed Travel Expense	82-2930	466	213	500	500	0	0%
Road Department Services	82-2959	11,405	11,628	15,000	15,000	0	0%
Utilities	82-2960	770	412	800	800	0	0%
Indirect Cost Allocation	82-3210	7,500	10,200	10,100	9,730	(370)	- 3%

Materials & Services Totals:		**22,411**	**24,616**	**30,400**	**31,030**	**630**	**2%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	193,670	239,030	45,360	23%
Contingencies Totals:		**0**	**0**	**193,670**	**239,030**	**45,360**	**23%**
Total Expenditures:		**53,810**	**54,133**	**255,310**	**302,000**	**46,690**	**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 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	291,428	316,368	341,570	368,610	27,040	0%
Interest On Investments	1,615	1,681	1,800	2,000	200	0%
St. - Motor License Fees	23,426	24,058	24,780	25,560	780	0%
Total Revenue:	**316,468**	**342,107**	**368,150**	**396,170**	**28,020**	**7%**
Total Unappropriated Budget:	**316,368**	**342,007**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**100**	**100**	**368,150**	**396,170**	**28,020**	**7%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	100	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	368,050	396,070	28,020	7%
Total Expenditures:	**100**	**100**	**368,150**	**396,170**	**28,020**	**7%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	100	100	100	100	0	0%
Materials & Services Totals:		**100**	**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	368,050	396,070	28,020	7%
Contingencies Totals:		**0**	**0**	**368,050**	**396,070**	**28,020**	**7%**
Total Expenditures:		**100**	**100**	**368,150**	**396,170**	**28,020**	**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, and to plan for meeting the county's future needs and .

Department Overview

The Planning Division of the Community Development Department is primarily responsible for land use planning and code compliance, and maintaining a strong and effective 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 and various rural communities and incorporated area to guide the development of the county by achieving the goals and implementing the policies of the Clatsop County Comprehensive Plan. The Community Development Director oversees the basic functions of the division and reports to the County Manager.

Major Accomplishments

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
LAND USE PERMITS: We expect the development activity to continue at the current pace.
CODE ENFORCEMENT FINES: In FY 15/16, the Code Compliance Specialist starting charging directly to Building Codes for time spent on their code compliance. We had estimated $15,000, but we expect it to be about half that.
STREET SIGN AND RURAL ADDRESSING: This function moved to Public Works. Planning still does the intake.
LCDC COSTAL ZONE MANAGEMENT: The federal funding to the State has been on hold due to a dispute about whether the state's forest practices are adequately protecting the coastal zone.
MEASURE 49: This is money from the applicant to cover our legal fees associated with M49.

B. EXPENDITURES
EXTRA HELP: We are requesting $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
OFFICE SUPPLIES: The request was increased to $10,000 to cover the cost of cubicle suites for staff in the new front office area, cabinets, shelving, etc, as well as chairs for the new meeting room.
LEGAL SERVICES: The increase from $30,000 to $70,000 is an estimate and is based on the current year's actual expense, plus the addition of $20,000 for a Hearings Officer. This is a difficult expense to predict given that the bulk of the cost is due to unanticipated legal challenges, such as appeals.
OR LNG CONTRACTUAL SERVICES: We have no idea what will happen with this project. If the need arises, we'll request a budget adjustment.
FUEL & VEHICLE MAINTENANCE: Assuming we buy a used vehicle, we'll be using it more and will have higher operating costs associated with it.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Land Use Permits	75,711	76,328	70,000	80,000	10,000	0%
Georgia Pacific	0	0	0	0	0	0%
Special Events Permit	656	1,755	1,000	1,000	0	0%
Code Enforcement Fines	3,213	6,252	15,000	8,000	(7,000)	- 0%
Street Signs Revenue	588	448	0	0	0	0%
Rural Addressing	2,520	3,380	2,500	0	(2,500)	- 1%
DLCD Tsunami Zone Grant	0	0	5,000	0	(5,000)	- 1%
DLCD Resilience Pilot Project	5,000	0	0	0	0	0%
Lcdc Coastal Management	15,300	14,650	15,300	0	(15,300)	- 1%
JLUS - Office of Econ. Dev.	75,133	1,936	0	0	0	0%
DLCD Technical Assistance	0	0	0	0	0	0%
Special Projects Revenue	0	0	0	0	0	0%
Maps And Microfische Fees	0	0	0	0	0	0%
Onsite Wastewater Fees	0	6,190	0	0	0	0%
Copy Fees	135	2,733	100	100	0	0%
Rev. Refunds & Reim.	35	40	100	100	0	0%
Bradwood Land Use fees	0	0	0	0	0	0%
Oregon LNG	92,528	0	0	0	0	0%
Measure 49	0	1,000	1,000	1,000	0	0%
Revenue From Building Codes	0	0	0	0	0	0%
Nsf Check Fee	25	25	30	30	0	0%
Miscellaneous Revenue	(1,699)	0	0	0	0	0%
Trans From Video Lottery	214,000	233,790	194,950	229,230	34,280	0%
General Fund Support	119,120	130,477	268,320	263,620	(4,700)	- 1%
Total Revenue:	**602,265**	**479,004**	**573,300**	**583,080**	**9,780**	**1%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	227,418	258,243	314,620	335,990	21,370	6%
Personnel Benefits	140,992	123,241	159,470	154,120	(5,350)	- 3%
Material & Supplies	233,855	97,520	99,210	92,970	(6,240)	- 6%
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:	**602,265**	**479,004**	**573,300**	**583,080**	**9,780**	**1%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Planning Director	0.85	0.85	0.85	0.85	0.00	0%
Staff Assistant	0.95	0.75	0.00	0.00	0.00	0%
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	1.00	1.00	1.00	0.00	0%
Permit Technician	0.00	0.00	1.00	1.00	0.00	0%
Total Personnel:	**4.30**	**4.60**	**4.85**	**4.85**	**0.00**	**0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Planning Director	82-1082	58,716	82,161	87,210	89,390	2,180	2%
Public Works Director	82-1088	8,503	0	0	0	0	0%
Principal Planner	82-1143	0	0	0	0	0	0%
Development Srvs Manager	82-1148	0	0	0	0	0	0%
Staff Assistant	82-1191	36,320	6,172	0	0	0	0%
Senior Planner	82-1627	49,130	66,050	70,630	76,020	5,390	7%
Planner	82-1630	51,234	53,243	54,480	59,560	5,080	9%
Code Specialist	82-1640	23,515	50,617	54,480	59,560	5,080	9%
Permit Technician	82-1729	0	0	47,820	51,460	3,640	7%
Extra Help	82-1941	1,776	186	10,000	10,000	0	0%
Overtime	82-1945	3,092	319	1,000	1,000	0	0%
F.I.C.A.	82-1950	17,163	19,224	24,910	26,550	1,640	6%
Retirement	82-1955	29,889	36,744	44,800	47,670	2,870	6%
Retirement Bond Payment	82-1958	20,200	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	57,767	55,135	64,740	48,640	(16,100)	- 24%
Dental Insurance	82-1965	5,267	5,440	6,070	6,130	60	0%
HSA Contribution	82-1966	500	638	850	7,850	7,000	823%
Benefits Admin Fees	82-1967	105	88	90	90	0	0%
Life Insurance	82-1970	303	312	390	390	0	0%
Salary Continuation Insur	82-1972	334	431	470	470	0	0%
S.A.I.F.	82-1975	1,998	2,413	2,890	3,250	360	12%
Unemployment	82-1980	2,599	2,311	3,260	2,080	(1,180)	- 36%
Personnel Services Totals:		**368,411**	**381,484**	**474,090**	**490,110**	**16,020**	**3%**
Materials & Services							
Telephones	82-2070	1,182	1,332	1,600	1,600	0	0%
Membership Fees And Dues	82-2370	655	875	1,260	890	(370)	- 29%
Office Supplies	82-2410	1,408	2,796	2,500	10,000	7,500	300%
Books And Periodicals	82-2413	130	147	250	250	0	0%
Postage And Freight	82-2419	6,922	4,751	6,000	6,000	0	0%
Printing And Reproduction	82-2425	4,827	4,896	6,000	6,000	0	0%
Microfilming	82-2440	0	0	3,000	3,000	0	0%
Measure 49 Expense	82-2444	0	0	0	1,000	1,000	100%
Legal Services	82-2469	6,170	37,921	30,000	43,130	13,130	43%
Contract Personnel	82-2470	0	0	0	0	0	0%
Contractual Services	82-2471	130,777	6,648	5,000	5,000	0	0%
Administrative Costs	82-2473	0	0	0	0	0	0%
Bradwood Contractual Scrvs	82-2476	0	0	0	0	0	0%
OR LNG Contractual Svcs.	82-2479	66,418	27,531	30,000	0	(30,000)	- 100%
Publi. And Legal Notices	82-2600	4,837	1,913	5,000	2,500	(2,500)	- 50%
Abatement	82-2730	99	156	200	0	(200)	- 100%

Meetings/ Hosting	82-2750	0	0	0	0	0	0%
Fuel	82-2852	200	0	500	1,000	500	100%
Fleet Vehicle Use	82-2921	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	300	0	500	1,000	500	100%
Education And Training	82-2928	1,030	355	3,100	4,100	1,000	32%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Reimbursed Travel Expense	82-2930	2,758	1,409	3,300	6,000	2,700	81%
Planning Comm. Expenses	82-2935	0	0	0	0	0	0%
Refunds and Returns	82-3204	3,391	2,909	1,000	1,500	500	50%
Street Signs Expense	82-3206	2,750	3,881	0	0	0	0%
Materials & Services Totals:		**233,855**	**97,520**	**99,210**	**92,970**	**(6,240)**	**- 6%**
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:		**602,265**	**479,004**	**573,300**	**583,080**	**9,780**	**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, Public Works Divisions, and Environmental Health to assure all requirements are met prior to the issuance of the permit.

Major Accomplishments

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. Under the current salary structure staff do not receive wage increases for obtaining new certifications. During the City of Astoria's vacant Building Official position County staff provided plan review, inspection, and Building Official services through an IGA. County staff also provided plumbing plan review and inspection service to the City of Warrenton through an IGA. The County successfully recruited one new inspector. Tim Samples joined the county in November 2015. Mr. Samples is a multi-certified professional with an emphasis in electrical training, installation, plan review and field inspections.

Performance Measures

The Building Codes Division is projected to complete over 5,586 (3500 in 2014/15) individual inspections, logging over 39k (30k in 2014/15) accident free miles and reviewing over 350 (170 in 2014/15) plan submittals for code compliance with current staffing levels. An approximate total of over 2,000 permits will be issued for construction activity.

Budget Highlights

Personnel Services - Includes $15,000 for enforcement support provided by the County's Code Enforcement Officer.
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 - A 50% reduction is made to reflect a non-code change year.
Contractual Services - The Electrical Master Permit Program was previously managed by a contracted individual. The program will now be completed using current staff.
Advertising - The division will be conducting community outreach through educational flyers, media PSA's, and division logos for vehicle and staff identification.
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.
Contingencies - The Building Codes Division currently has a seven month operating contingency. Healthy building department programs will maintain a six to eighteen month level of reserves in preparation of typical economy cycles. The Building Codes Division is working toward a twelve month contingency level.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	345,485	362,226	293,690	417,190	123,500	0%
License & Permits	494,636	542,419	520,400	562,000	41,600	0%
ASD Excise Tax Handling Fee	771	734	600	600	0	0%
Bond & UAL Reserve - Building	0	0	0	0	0	0%
Interest On Investments	1,943	1,890	1,500	1,500	0	0%
Public Records Request	315	420	500	500	0	0%
Fees for Services	7,928	14,966	11,330	0	(11,330)	- 1%
City of Astoria IGA	0	0	0	5,000	5,000	0%
City of Warrenton IGA	0	0	0	5,000	5,000	0%
Copy Fees	66	89	80	100	20	0%
Franchise Fees	0	0	0	750	750	0%
Rev. Refunds & Reim.	0	69	0	0	0	0%
Nsf Check Fee	25	25	100	100	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Transfer from Other Funds	0	3,331	0	0	0	0%
Transfer from Bond Reserve Fun	35,000	160	0	0	0	0%
Total Revenue:	**886,169**	**926,328**	**828,200**	**992,740**	**164,540**	**19%**
Total Unappropriated Budget:	**362,226**	**386,706**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**523,943**	**539,622**	**828,200**	**992,740**	**164,540**	**19%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	275,610	289,299	307,050	311,610	4,560	1%
Personnel Benefits	167,588	152,614	187,280	171,340	(15,940)	- 8%
Material & Supplies	80,745	97,709	110,660	112,170	1,510	1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	11,000	0	(11,000)	- 100%
Transfer Out	0	0	64,410	28,080	(36,330)	- 56%
Contingency	0	0	147,800	369,540	221,740	150%
Total Expenditures:	**523,943**	**539,622**	**828,200**	**992,740**	**164,540**	**19%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Planning Director	0.15	0.15	0.15	0.15	0.00	0%
Staff Assistant	0.05	0.05	0.00	0.00	0.00	0%
Code Specialist	0.50	0.00	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	1.00	1.00	1.00	0.00	0%
Total Personnel:	**4.20**	**4.20**	**4.15**	**4.15**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Permits Issued	1826	1813	1817	1706	2000	1700
Inspections	4065	4266	4617	4242	5586	4200
Plan Reviews	252	263	244	191	350	250
Requested Inspections Done by NextPercent Business Day	90%	90%	90%	90%	95%	95%
Plan Reviews Completed within Required Timeframe Percent	95%	98%	95%	95%	95%	95%
Permits Issued Within the Same Day Percent	80%	80%	80%	80%	85%	85%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Planning Director	82-1082	9,633	14,499	15,390	15,770	380	2%
Public Works Director	82-1088	5,668	0	0	0	0	0%
Staff Assistant	82-1191	1,912	2,057	0	0	0	0%
Code Specialist	82-1640	23,515	0	0	0	0	0%
Building Inspector I	82-1728	141,166	144,714	148,330	148,720	390	0%
Permit Technician	82-1729	50,177	51,431	52,720	54,040	1,320	2%
Building Official	82-1732	43,539	76,598	90,610	93,080	2,470	2%
Extra Help - Inspectors	82-1925	10,328	13,510	15,000	15,000	0	0%
Overtime	82-1945	1,031	196	1,000	1,000	0	0%
F.I.C.A.	82-1950	21,275	22,528	24,710	25,060	350	1%
Retirement	82-1955	33,271	37,399	44,020	44,770	750	1%
Retirement Bond Payment	82-1958	18,500	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	70,393	65,172	72,390	51,000	(21,390)	- 29%
Dental Insurance	82-1965	6,063	5,747	6,240	5,650	(590)	- 9%
HSA Contribution	82-1966	0	1,779	2,150	8,150	6,000	279%
Benefits Admin Fees	82-1967	104	104	100	100	0	0%
Life Insurance	82-1970	390	343	320	320	0	0%
Salary Continuation Insur	82-1972	404	435	320	320	0	0%
S.A.I.F.	82-1975	2,490	2,609	2,800	3,000	200	7%
Unemployment	82-1980	3,339	2,792	3,230	1,970	(1,260)	- 39%
Personnel Services	82-1985	0	0	15,000	15,000	0	0%
Personnel Services Totals:		**443,198**	**441,913**	**494,330**	**482,950**	**(11,380)**	**- 2%**
Materials & Services							
Banking Svcs Fee	82-2002	48	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(51)	0	0	0	0	0%
Telephones	82-2070	2,690	3,530	3,500	4,000	500	14%
Insurance	82-2200	0	1,587	1,590	2,660	1,070	67%
Credit Card Fees	82-2220	507	0	0	0	0	0%
Membership Fees And Dues	82-2370	864	1,009	1,170	1,450	280	23%
Office Supplies	82-2410	696	1,505	1,000	1,200	200	20%
Books And Periodicals	82-2413	543	2,094	4,000	2,000	(2,000)	- 50%
Postage And Freight	82-2419	1,017	974	1,100	1,100	0	0%
Printing And Reproduction	82-2425	1,513	3,705	2,100	2,300	200	9%
Office Furniture & Equipment	82-2454	0	1,585	0	6,000	6,000	100%
LAN Equipment	82-2455	1,092	1,092	3,100	3,100	0	0%
Legal Services	82-2469	0	0	1,000	1,000	0	0%
Contractual Services	82-2471	845	3,095	6,000	0	(6,000)	- 100%
Advertising	82-2605	0	0	1,000	5,000	4,000	400%
Small Tools And Instrum.	82-2710	72	10	300	1,000	700	233%
Fuel	82-2852	6,077	5,223	6,500	6,500	0	0%

Vehicle Maintenance & Use	82-2923	2,381	4,119	4,000	3,000	(1,000)	- 25%
Education And Training	82-2928	1,269	3,347	4,150	4,800	650	15%
Reimbursed Travel Expense	82-2930	340	3,411	9,150	6,060	(3,090)	- 33%
Refunds and Returns	82-3204	1,840	1,423	1,000	1,000	0	0%
Indirect Cost Allocation	82-3210	59,000	60,000	60,000	60,000	0	0%
Materials & Services Totals:		**80,745**	**97,709**	**110,660**	**112,170**	**1,510**	**1%**
Capital Outlay							
800 Exchange Remodel	82-4095	0	0	0	0	0	0%
Office Equipment	82-4300	0	0	11,000	0	(11,000)	- 100%
Capital Outlay Totals:		**0**	**0**	**11,000**	**0**	**(11,000)**	**0%**
Transfers Out							
Trans To Fleet Replacement	82-8101	0	0	64,410	28,080	(36,330)	- 56%
Transfers Out Totals:		**0**	**0**	**64,410**	**28,080**	**(36,330)**	**- 56%**
Contingencies							
Approp. For Contg. - Gen.	82-9901	0	0	147,800	369,540	221,740	150%
Contingencies Totals:		**0**	**0**	**147,800**	**369,540**	**221,740**	**150%**
Total Expenditures:		**523,943**	**539,622**	**828,200**	**992,740**	**164,540**	**1.00**

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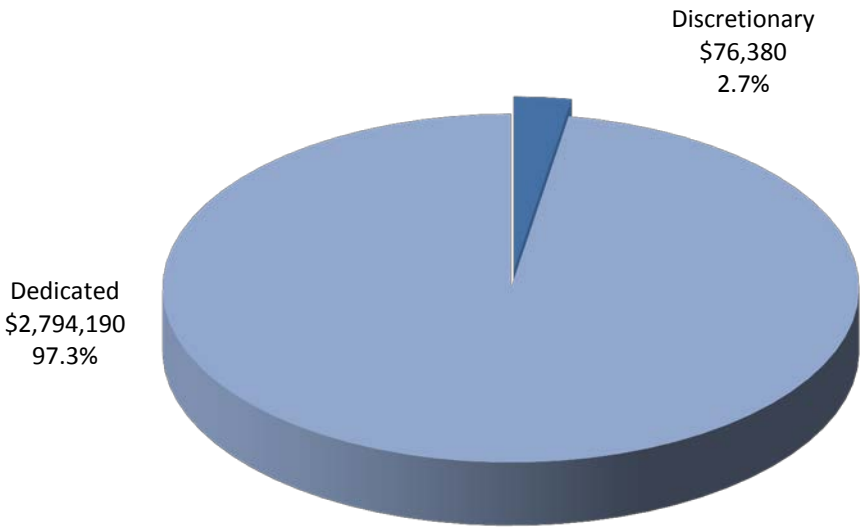
Clatsop County Functions/Programs Budget
Culture & Recreation 2016-2017
Total $2,870,570



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 appropriations 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
4-H 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 County's only Disc Golf Course. A free activity for young and old.

Budget Highlights

The May, 2016 Clatsop County Primary Election will include a measure to authorize Clatsop County to levy a property tax in the amount of $0.05 per $1,000 of assessed value each year for five years starting in fiscal year 2016-17. The taxes would be used to finance operations and maintenance of the Fairgrounds and operation of the County Fair. This is a reduction from the current local option tax levy of $0.07 per $1,000.

The Clatsop County Fair Board has approved hiring a full-time office staff member. It is important, but nearly impossible, to maintain regular and professional business office hours without a person in this position. This person will be available to perform routine administrative functions so that the Fair Manager and Board will be free to perform core operational functions such as recruiting and securing revenue-producing non-fair events and to maintain current and procure new community support of the annual County Fair. The Fair Board feels it is important that the person in this position be a county employee who is knowledgeable of county policies and procedures.

In past years, Contractual Services, has reflected funds requested for expenditures related to contracts however appropriated to GL line items which better reflects the individual expenses. The difference in the request for 16-17 Contractual Services is due to the allocation of funds to more appropriate GL line items.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	686,378	708,467	554,670	982,340	427,670	0%
Property Taxes Current Yr	347,282	355,698	363,200	272,170	(91,030)	- 0%
Property Taxes Prior Year	19,111	16,713	15,000	15,000	0	0%
GP Reserve Revenue	1,555	1,552	1,500	1,500	0	0%
Interest On Investments	3,992	4,130	3,000	3,500	500	0%
Timber Sales	84,178	84,225	121,170	100,000	(21,170)	- 0%
Rev. Refunds & Reim.	7,400	0	200	200	0	0%
ATM Fee Revenue	1,156	2,056	1,500	1,700	200	0%
4-H Revenue	0	0	1,400	0	(1,400)	- 1%
Donations	288	200	0	200	200	0%
OR State Fair Distribution	50,964	50,964	50,000	50,000	0	0%
Catering/Kitchen Fees	5,715	8,024	3,200	3,000	(200)	- 0%
Nsf Check Fee	30	0	0	0	0	0%
Vending Machine Revenue	313	284	500	300	(200)	- 0%
Ticket/Gate Fees	40,595	38,751	40,000	34,000	(6,000)	- 0%
Carnival Revenue	17,063	17,764	17,000	17,000	0	0%
County Fair Revenue	6,400	7,561	7,500	7,500	0	0%
Fair Booster Buttons	4,315	3,547	3,200	3,500	300	0%
Parking Fees	1,640	1,965	2,200	2,000	(200)	- 0%
Camping Fees	4,815	4,505	2,800	3,000	200	0%
Fair Sponsors	0	3,600	3,000	2,000	(1,000)	- 0%
Food Vendor %	9,944	13,268	13,500	14,000	500	0%
Fair Facility Rental	61,749	43,932	60,000	50,000	(10,000)	- 0%
Fair Arena Signs	4,500	3,750	3,500	5,000	1,500	0%
Miscellaneous Revenue	302	0	500	200	(300)	- 0%
Insurance Loss Proceeds	9,854	0	0	0	0	0%
Transfer from Other Funds	0	3,497	0	0	0	0%
Total Revenue:	**1,369,538**	**1,374,453**	**1,268,540**	**1,568,110**	**299,570**	**23%**
Total Unappropriated Budget:	**708,467**	**863,840**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**661,071**	**510,613**	**1,268,540**	**1,568,110**	**299,570**	**23%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	109,007	115,797	121,440	138,840	17,400	14%
Personnel Benefits	77,202	63,401	69,330	60,490	(8,840)	- 12%
Material & Supplies	324,445	321,457	405,200	409,540	4,340	1%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	150,417	9,958	345,000	225,000	(120,000)	- 34%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	327,570	734,240	406,670	124%
Total Expenditures:	**661,071**	**510,613**	**1,268,540**	**1,568,110**	**299,570**	**23%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Staff Assistant	0.00	0.00	0.00	0.00	0.00	0%
Fair Maintenance Tech	2.00	2.00	2.00	1.00	(1.00)	- 50%
Admin Coordinator - Fairground	0.00	0.00	0.00	1.00	1.00	100%
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 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Event Days	143	148	163	173	137	

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Staff Assistant	82-1191	0	0	0	0	0	0%
Fair Maintenance Tech	82-1768	62,687	68,490	70,530	42,170	(28,360)	- 40%
Admin Coordinator - Fairground	82-1769	0	0	0	42,340	42,340	100%
General Manager	82-1771	46,320	47,307	50,910	54,330	3,420	6%
Overtime	82-1945	4,381	3,722	6,000	6,000	0	0%
F.I.C.A.	82-1950	8,323	8,803	9,750	11,080	1,330	13%
Retirement	82-1955	13,801	15,540	13,960	16,290	2,330	16%
Retirement Bond Payment	82-1958	10,000	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	28,179	24,429	26,850	17,330	(9,520)	- 35%
Dental Insurance	82-1965	2,914	2,980	3,040	3,050	10	0%
HSA Contribution	82-1966	5,000	3,750	5,000	3,000	(2,000)	- 40%
Benefits Admin Fees	82-1967	39	40	40	40	0	0%
Life Insurance	82-1970	324	334	250	250	0	0%
Salary Continuation Insur	82-1972	329	347	300	310	10	3%
S.A.I.F.	82-1975	2,447	2,357	2,870	2,270	(600)	- 20%
Unemployment	82-1980	1,464	1,099	1,270	870	(400)	- 31%
Personnel Services Totals:		**186,209**	**179,198**	**190,770**	**199,330**	**8,560**	**4%**
Materials & Services							
Banking Svcs Fee	82-2002	19	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(20)	0	0	0	0	0%
Clothing And Uniform Exp.	82-2040	503	0	1,500	600	(900)	- 60%
Telephones	82-2070	2,470	2,708	2,800	2,800	0	0%
ATM Annual Fees	82-2120	0	0	100	100	0	0%
Custodial Supplies	82-2160	7,209	6,313	6,500	5,000	(1,500)	- 23%
Transient Room Tax	82-2167	263	196	300	300	0	0%
Insurance	82-2200	11,816	15,766	16,000	20,080	4,080	25%
License And Permit Fees	82-2240	790	800	800	900	100	12%
Maintenance Supplies	82-2259	1,059	1,337	3,000	1,500	(1,500)	- 50%
Maintenance - Equipment	82-2260	5,551	3,151	15,000	10,000	(5,000)	- 33%
General Equipment	82-2268	6,978	22,808	20,000	20,000	0	0%
Maintenance S.I.G.	82-2300	56,390	50,353	60,000	55,000	(5,000)	- 8%
Membership Fees And Dues	82-2370	1,975	2,365	2,000	2,470	470	23%
Animal Bedding	82-2400	0	0	700	500	(200)	- 28%
Office Supplies	82-2410	933	515	1,000	1,000	0	0%
Postage And Freight	82-2419	249	319	500	500	0	0%
Printing And Reproduction	82-2425	413	385	2,400	1,000	(1,400)	- 58%
Prof And Spec Services	82-2450	0	0	0	0	0	0%
PC Equipment	82-2455	512	736	1,000	1,000	0	0%
Tents and Frames	82-2458	2,384	0	4,000	2,500	(1,500)	- 37%
Contractual Services	82-2471	19,843	22,921	30,000	13,300	(16,700)	- 55%

Fair Judges	82-2472	1,014	619	1,200	700	(500)	- 41%
Concession Sales	82-2481	465	333	500	500	0	0%
Contractual Services-Temp Help	82-2492	32,740	25,170	35,000	12,000	(23,000)	- 65%
Advertising	82-2605	26,823	22,551	30,000	30,000	0	0%
Rents And Leases - Equip.	82-2630	2,182	868	4,000	2,500	(1,500)	- 37%
Fuel	82-2852	3,085	2,727	3,200	3,000	(200)	- 6%
Signs	82-2856	315	930	1,500	2,000	500	33%
Replacement Tools	82-2859	308	150	1,500	1,000	(500)	- 33%
Garden Supplies	82-2860	221	382	300	300	0	0%
Vehicle Maintenance & Use	82-2923	0	885	1,500	1,500	0	0%
Education And Training	82-2928	892	1,675	1,500	1,450	(50)	- 3%
Miscellaneous Expense	82-2929	228	1	3,000	1,000	(2,000)	- 66%
Reimbursed Travel Expense	82-2930	2,846	1,624	3,500	3,540	40	1%
Towing	82-2940	111	0	1,500	1,000	(500)	- 33%
Utilities	82-2960	42,204	44,433	45,000	45,000	0	0%
Fair Awards & Ribbons	82-3182	1,740	2,684	2,800	2,000	(800)	- 28%
Fair Premiums	82-3183	3,000	3,000	3,000	3,000	0	0%
Fair Entertainment	82-3186	51,381	45,098	55,000	115,000	60,000	109%
Refunds and Returns	82-3204	0	30	500	500	0	0%
County Fair Expense	82-3205	4,754	6,124	8,000	10,000	2,000	25%
Indirect Cost Allocation	82-3210	30,800	31,500	35,100	35,000	(100)	- 0%
Materials & Services Totals:		**324,445**	**321,457**	**405,200**	**409,540**	**4,340**	**1%**
Capital Outlay							
Structures & Improvements	82-4100	64,822	9,958	240,000	20,000	(220,000)	- 91%
Buildings	82-4108	9,908	0	75,000	100,000	25,000	33%
Miscellaneous Equipment	82-4900	75,687	0	30,000	105,000	75,000	250%
Capital Outlay Totals:		**150,417**	**9,958**	**345,000**	**225,000**	**(120,000)**	**- 34%**
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	327,570	734,240	406,670	124%
Contingencies Totals:		**0**	**0**	**327,570**	**734,240**	**406,670**	**124%**
Total Expenditures:		**661,071**	**510,613**	**1,268,540**	**1,568,110**	**299,570**	**1.00**

Wireless System

Department Priority:	1
Location:	Fairgrounds
Link to Other Project(s):	
Description:	Purchase and replace wireless equipment.
Justification:	Existing equipment is struggling to provide constant service to event organizers, event vendors and attendees. Consistent and constant wireless capability must be provided as electronic payment devices are being used more frequently by vendors and facility users. Currently, large event organizers install temporary wireless equipment providing WiFi capability for the duration of their event which is costly and time consuming to the company who provides the wireless services.
Alternatives:	Continue to use existing equipment.
Operating Impact:	Net zero impact, this will be replacing existing equipment that is inconsistent and outdated.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	29,700	29,700
Installation Fee:	5,300	5,300
Trade in Credit:	0	0
Net Cost:	**35,000**	**35,000**

Exhibit Hall Heaters

Department Priority:	2
Location:	Fairgrounds
Link to Other Project(s):	
Description:	Purchase and replace heating system.
Justification:	Replace existing heaters for efficiency and noise reduction. Existing heaters are large and noisy when in use. The noise is an issue when speakers are using the facility during an event. They are currently not cost effective for the large space of the exhibit hall.
Alternatives:	Continue to use existing heating units.
Operating Impact:	Net zero impact, this is replacing existing equipment. If any impact it would be a potential cost savings could occur with more energy efficient equipment.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	25,000	25,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**25,000**	**25,000**

Arena Heaters

Department Priority:	3
Location:	Fairgrounds
Link to Other Project(s):	
Description:	Purchase and replace heating system.
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:	Continue to use existing heating units.
Operating Impact:	Net zero impact, this is replacing existing equipment. If any impact it would be a potential cost savings could occur with more energy efficient equipment.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	3	Total
Unit Cost:	12,000	36,000
Installation Fee:	3,000	9,000
Trade in Credit:	0	0
Net Cost:	**15,000**	**45,000**

Emergency Needs

Department Priority:	4
Location:	Fairgrounds
Link to Other Project(s):	
Description:	Emergency for unforeseen needs.
Justification:	The Fairgrounds is a public space, we need to have the flexibility to repair or replace items that could compromise public safety.
Alternatives:	None.
Operating Impact:	
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	20,000	20,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**20,000**	**20,000**

Farm House

Department Priority:	5
Location:	Fairgrounds
Link to Other Project(s):	
Description:	Remodel interior of original farm house.
Justification:	The original farm house 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 usable, useful building on the grounds. The farm house once remodeled will be utilized for Fairgrounds office space, videoconferencing/conference capability, space rental and lodging for emergency and/or fair entertainment.
Alternatives:	Continue to let it remain unused.
Operating Impact:	Potential increases in utility costs which could off-set by potential rental income for use of the building.
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	100,000	100,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**100,000**	**100,000**

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 2015/16 we continued are check list of items in working towards the development of the newly donated Westport boat ramp property from Georgia-Pacific. We have completed the zoning change of the property from Heavy Industrial to Rural Community Parks zoning. We complete a major clean-up of an old dump site on the property that consisted of household garbage, scrap metal and lots of glass bottles. We removed 170 tons of debris and garbage from the park site. We completed an improvement project in Cullaby Lake Park with the renovation of the parking islands in the main parking lot with the installation of river rock and the removal of the bark dust.

Performance Measures

We anticipate the number of daily park passes sold for FY 16-17 to remain the same as FY 15-16. We have installed new fee collection machines in both Cullaby Lake Park and John Day Park that allows the use of a credit card for payment. Hopefully this will help raise the payment of day-use fees with the ease of payment options. 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 FY15-16 we had 90 shelter reservations; we anticipate a similar number this FY.

Budget Highlights

The requested FY 16-17 budget for the Personnel Services section has no increase in staffing levels and only has an increase of $120. The projected COLA increase in July of 2016 is offset by the reduction in insurance cost, so there are minimal changes in Personnel Services section. The Materials and Supplies section has projected increase of 3% for economic increases which amounts to a $1510.00 increase over last year's budget. The increases are noted in the following line items:

1) Increase of $300 dollars in Custodial Supplies 82-2159
2) Increase of $1200 in Credit Card Fees 82-2220, to help cover increased cost with new fee machine at Cullaby Lake Park.
3) Increase of $320 in Utilities for Cullaby Lake 82-2974, to help cover increases in utilities.
4) Increase of $550 in Utilities for John Day Park 82-2975, to help cover increases in utilities.
5) Increase of $190 in Utilities for Klootchy Creek Park, to help cover increases in utilities.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Other Permit Fees	0	400	0	0	0	0%
Rv Parks Fees	25,342	29,318	27,150	30,800	3,650	0%
St. - Marine Gas Tax	14,310	14,310	12,290	6,900	(5,390)	- 0%
EMPG	0	0	0	0	0	0%
Parks Reservations	3,150	3,185	2,450	3,000	550	0%
Klootchy Creek Park Fees	0	0	0	0	0	0%
Carnahan Park Fees	603	936	950	1,500	550	0%
Cullaby Lake Fees	15,039	17,185	23,000	27,500	4,500	0%
JohnDay Boat Ramp Fees	6,462	5,545	13,000	12,500	(500)	- 0%
Annual Parks Pass Fees	4,250	5,675	5,400	6,000	600	0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	0	477	0	0	0	0%
Miscellaneous Revenue	76	0	0	0	0	0%
Transfer from Parks & Land Acq	45,000	45,000	45,000	45,000	0	0%
General Fund Support	91,695	78,076	78,710	76,380	(2,330)	- 2%
Total Revenue:	**205,928**	**200,107**	**207,950**	**209,580**	**1,630**	**0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	89,820	91,252	94,280	96,850	2,570	2%
Personnel Benefits	66,294	58,080	63,210	60,760	(2,450)	- 3%
Material & Supplies	49,728	50,651	50,360	51,370	1,010	2%
Special Payments	87	124	100	600	500	500%
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:	**205,928**	**200,107**	**207,950**	**209,580**	**1,630**	**0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Works Director	0.05	0.07	0.05	0.05	0.00	0%
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**	**1.72**	**1.70**	**1.70**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Daily Park passes sold	Count	8,546	9,000	7,000	7,205	8,000	8,000
Picnic Shelter reservations	Count	70	65	81	90	90	90
Hours in participation of park volunteers	Count	100	84	216	92	200	200

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Works Director	82-1088	6,472	4,177	4,500	4,840	340	7%
Park Foreman	82-1152	0	0	0	0	0	0%
Staff Assistant	82-1191	6,151	6,224	6,720	6,890	170	2%
Natural Resource Mgr	82-1620	35,752	38,547	39,700	40,680	980	2%
Park Ranger	82-1898	41,445	42,303	43,360	44,440	1,080	2%
Extra Help	82-1941	10,530	10,910	14,000	14,000	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	7,444	7,581	8,280	8,480	200	2%
Retirement	82-1955	11,042	10,318	10,810	11,100	290	2%
Retirement Bond Payment	82-1958	7,100	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	23,944	23,183	23,870	18,840	(5,030)	- 21%
Dental Insurance	82-1965	2,839	2,784	2,660	2,770	110	4%
HSA Contribution	82-1966	100	75	100	2,400	2,300	2300%
Benefits Admin Fees	82-1967	31	32	30	30	0	0%
Life Insurance	82-1970	148	148	140	140	0	0%
Salary Continuation Insur	82-1972	199	202	200	200	0	0%
S.A.I.F.	82-1975	1,781	1,842	2,040	2,130	90	4%
Unemployment	82-1980	1,137	1,007	1,080	670	(410)	- 37%
Personnel Services Totals:		**156,113**	**149,332**	**157,490**	**157,610**	**120**	**0%**
Materials & Services							
Uniform Cleaning	82-2041	269	0	500	500	0	0%
Telephones	82-2070	769	898	900	900	0	0%
Custodial Supplies-Parks	82-2159	1,321	1,420	1,200	1,500	300	25%
Credit Card Fees	82-2220	0	248	850	2,000	1,150	135%
License And Permit Fees	82-2240	0	0	0	0	0	0%
Maintenance Supplies	82-2259	0	57	0	0	0	0%
Maintenance - Equipment	82-2260	3,094	2,943	2,500	3,000	500	20%
Maint Equip-Cullaby	82-2281	121	0	0	0	0	0%
Maint Equip-John Day	82-2282	0	0	0	0	0	0%
Employee Drug Screen	82-2302	35	70	100	100	0	0%
Parks Maint. S.I.G.	82-2323	3,072	1,785	1,800	1,800	0	0%
Maint SIG-Cullaby	82-2325	2,812	3,535	3,000	2,500	(500)	- 16%
Maint SIG-John Day	82-2326	1,946	1,631	1,500	1,500	0	0%
Maint SIG-Westport	82-2327	987	0	1,500	1,500	0	0%
Membership Fees And Dues	82-2370	100	100	100	100	0	0%
Office Supplies	82-2410	1,203	208	200	200	0	0%
Postage And Freight	82-2419	368	280	200	200	0	0%
Printing And Reproduction	82-2425	416	0	100	100	0	0%
Contractual Services	82-2471	0	0	0	0	0	0%
Contractual Serv-Cullaby	82-2488	3,600	3,406	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	143	908	0	0	0	0%
Fuel	82-2852	7,320	6,152	7,000	7,000	0	0%
Garden Supplies	82-2860	0	0	0	0	0	0%
Safety Program	82-2862	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	692	2,973	4,000	3,000	(1,000)	- 25%
Education And Training	82-2928	0	75	500	500	0	0%
Reimbursed Travel Expense	82-2930	0	433	400	400	0	0%
Sani-cans Cullaby	82-2952	0	0	0	0	0	0%
Sani-cans John Day	82-2953	0	0	0	0	0	0%
Sani-cans Westport	82-2954	1,040	985	1,200	1,200	0	0%
Pumping Sani-cans	82-2956	3,896	3,983	4,000	4,000	0	0%
Road Department Services	82-2959	400	662	1,000	500	(500)	- 50%
Utilities-Parks	82-2970	0	0	0	0	0	0%
Utilities-Cullaby	82-2974	8,261	8,019	7,100	7,420	320	4%
Utilities-John Day	82-2975	5,351	5,684	5,100	5,650	550	10%
Utilities-Klootchie Creek	82-2976	2,467	2,183	1,810	2,000	190	10%
Refunds and Returns	82-3204	47	2,015	200	200	0	0%
Materials & Services Totals:		**49,728**	**50,651**	**50,360**	**51,370**	**1,010**	**2%**
Special Payments							
Property Taxes	82-3800	87	124	100	600	500	500%
Special Payments Totals:		**87**	**124**	**100**	**600**	**500**	**500%**
Total Expenditures:		**205,928**	**200,107**	**207,950**	**209,580**	**1,630**	**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

Performance Measures

No performance measure for the fund account.

Budget Highlights

The requested budget for FY 16/17 provides a total of $150,000 allocated in line item 82-4100 Structure & Improvements that are outlined in our 2006 Parks Master Plan. This year we will be working on the Cullaby Lake shelter roof replacement project as well as clean-up efforts and improvements to the new Westport Park site.
We have also allocated $60,000 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.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	1,350,541	1,240,668	1,132,950	1,041,880	(91,070)	- 0%
Licenses & Permits	240	0	0	0	0	0%
Interest On Investments	6,954	5,924	7,000	6,000	(1,000)	- 0%
State Support	0	0	40,000	45,000	5,000	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	97,440	0	0	0	0%
Donations	450	5,000	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Total Revenue:	**1,358,184**	**1,349,032**	**1,179,950**	**1,092,880**	**(87,070)**	**- 7%**
Total Unappropriated Budget:	**1,240,667**	**1,141,612**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**117,517**	**207,420**	**1,179,950**	**1,092,880**	**(87,070)**	**- 7%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	5,150	17,717	160,900	62,200	(98,700)	- 61%
Special Payments	12,874	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	54,493	144,703	175,000	150,000	(25,000)	- 14%
Transfer Out	45,000	45,000	45,000	45,000	0	0%
Contingency	0	0	799,050	835,680	36,630	4%
Total Expenditures:	**117,517**	**207,420**	**1,179,950**	**1,092,880**	**(87,070)**	**- 7%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	15,450	110,000	60,000	(50,000)	- 45%
Maintenance S.I.G.	82-2300	0	0	0	0	0	0%
Prof And Spec Services	82-2450	4,250	1,267	50,000	0	(50,000)	- 100%
Contractual Services	82-2471	0	0	0	0	0	0%
Miscellaneous Expense	82-2929	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	900	1,000	900	2,200	1,300	144%
Materials & Services Totals:		**5,150**	**17,717**	**160,900**	**62,200**	**(98,700)**	**- 61%**
Special Payments							
Unallocated Projects	82-3129	12,874	0	0	0	0	0%
Special Payments Totals:		**12,874**	**0**	**0**	**0**	**0**	**0%**
Capital Outlay							
Structures & Improvements	82-4100	48,113	125,936	175,000	150,000	(25,000)	- 14%
Miscellaneous Equipment	82-4900	6,380	18,767	0	0	0	0%
Capital Outlay Totals:		**54,493**	**144,703**	**175,000**	**150,000**	**(25,000)**	**- 14%**
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	799,050	835,680	36,630	4%
Contingencies Totals:		**0**	**0**	**799,050**	**835,680**	**36,630**	**4%**
Total Expenditures:		**117,517**	**207,420**	**1,179,950**	**1,092,880**	**(87,070)**	**1.00**

Cullaby Lake Picnic Shelter Roof Replacement

Department Priority:	1
Location:	Parks Department
Link to Other Project(s):	
Description:	The Parks Department will apply for a grant form Oregon State Parks for the replacement of the roofs on both the north and south picnic shelters. This grant project will also look to improve the ADA accessibility to the north shelter with the installation of a new paved walkway path from the parking lot to the shelter. The total estimated project cost will be $75,000. The grant has a 40% grant match the will be taken from this account.
Justification:	This project is identified in the Parks Master Plan
Alternatives:	none
Operating Impact:	None
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	75,000	75,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**75,000**	**75,000**

Parks Entrance and Signage Project

Department Priority:	2
Location:	Parks Department
Link to Other Project(s):	
Description:	In the parks master plan it was noted as one of our goals to update and improve our parks signage. We have been working with Oregon Department of Transportation to update and design new highway entrance signage. This money will be allocated to make and install new signs for our parks system. We would also like to continue with several new interpretive signs and a information Kiosk at Klootchy Creek as well as other parks such as John Day. $10,000 will be allocated from the Parks, Land Acquisition and Maintenance Fund to proceed with this ongoing signage project.
Justification:	This is an ongoing project that is outlined in our Parks Master Plan and it is supported by the Recreational Lands Advisory Committee.
Alternatives:	None
Operating Impact:	None
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	10,000	10,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**10,000**	**10,000**

Westport Clean-Up & Development

Department Priority:	4
Location:	Clatsop County Parks
Link to Other Project(s):	Consultant Services for Westport Park
Description:	The Parks Department is requesting funding to assist with the continued cleanup efforts and improvements to this new park site. The Parks Department still has the intentions to build a new boat ramp and restroom facilities at this site. The Oregon State Marine Board still has this project site high on their list of improvement areas and is very supportive of grant opportunities to improve the site. We are currently working on new designs and will be starting the permitting and final plans to construct a new park. These funds will assist with the clean-up of known contaminated areas, site improvements, and development of roads and infrastructure.
Justification:	The site is listed as a high priority in the Clatsop County 2006 Parks Master Plan as well as the Oregon State Marine Boards sites for boat ramp development.
Alternatives:	Look for other funding sources to complete the projects.
Operating Impact:	Once completed this will be an additional park for county parks staff to maintain which could result in the need for additional FTE to cover the vast area of parks throughout Clatsop County specifically during spring and summer months when usage is higher.
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	50,000	50,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**50,000**	**50,000**

Consultant Services for Westport Property

Department Priority:	4
Location:	Clatsop County Parks
Link to Other Project(s):	Westport Clean-up and Development
Description:	With development of the Westport property there are several items that will need professional help and design. These projects range from storm water run-off plans for the parking lot area as well as help with the permitting issues with the CORP of Engineers and DSL for the new boat ramp and docks. We will also use these funds if we need to hire a professional Forester to assist with any major storm damage to timbered lands or other environmental issues on our parks properties.
Justification:	These funds are needed for technical assistance for the development of the Westport Park property. As a high priority on the County Parks Master Plan and Oregon State Marine Board boating plan, public interest is high for this project and its development.
Alternatives:	Look for other funding.
Operating Impact:	Once completed this will be an additional park for county parks staff to maintain which could result in the need for additional FTE to cover the vast area of parks throughout Clatsop County specifically during spring and summer months when usage is higher.
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	25,000	25,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**25,000**	**25,000**

Unapportioned Projects

Department Priority:	5
Location:	Parks Department
Link to Other Project(s):	
Description:	The parks department would like to allocate $50,000 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.
Justification:	These projects are identified in the Parks Master Plan
Alternatives:	Look for other grant funding or support from the General Fund.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

		Total
Unit Quantity:	1	
Unit Cost:	50,000	50,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**50,000**	**50,000**

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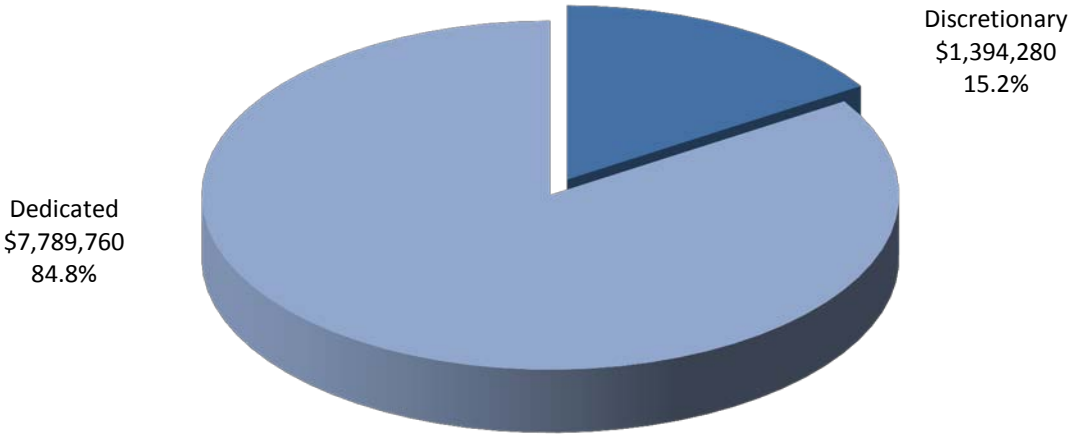
Clatsop County Functions/Programs Budget
Economic Development & Capital 2016-2017
Total $9,184,040



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 appropriations for each budget included in this functional area are located on the following pages in this section.

County Tourism

Mission Statement

To promote tourism in Clatsop County.

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.

Per Board direction 75% of the room taxes collected for County Tourism will be paid to the Cannon Beach Chamber of Commerce to promote tourism in the Arch Cape/Falcon Cove area of Clatsop County. The remaining 25% will be disbursed to tourism promotion agencies that meet the criteria of ORS 320.300 in the remaining areas of Clatsop County.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Room Tax	0	8,810	15,000	125,000	110,000	7%
General Fund Support	0	(8,810)	0	112,000	112,000	0%
Total Revenue:	**0**	**0**	**15,000**	**237,000**	**222,000**	**1480%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	0	0	15,000	217,000	202,000	1346%
Special Payments	0	0	0	20,000	20,000	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**	**15,000**	**237,000**	**222,000**	**1480%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Materials & Services							
Printing And Reproduction	82-2425	0	0	0	0	0	0%
Contractual Services	82-2471	0	0	15,000	217,000	202,000	1346%
Materials & Services Totals:		**0**	**0**	**15,000**	**217,000**	**202,000**	**1346%**
Special Payments							
Historical Society	82-3202	0	0	0	4,000	4,000	100%
Cont. To Outside Agencies	82-3575	0	0	0	16,000	16,000	100%
Special Payments Totals:		**0**	**0**	**0**	**20,000**	**20,000**	**100%**
Total Expenditures:		**0**	**0**	**15,000**	**237,000**	**222,000**	**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 FY2015.2016 were to rear and release 4.12 million salmon smolts at Blind Slough, South Fork Hatchery, Tongue Point, and Youngs Bay. We also received 934,629 additional Coho and spring Chinook acclimation fish as part of the governor's redistribution plan. We applied for and received an R & E grant for replacement of the rearing pond outlet piping and water control structure at the South Fork hatchery site.

Performance Measures

Our FY2016.2017 goals will be to use the R & E grant to replace 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. Due to low numbers of returning fall Chinook (SABs) to our South Fork hatchery, the estimated egg take during spawning operations came in at approximately 182,500 vs. the 1.2 million we had anticipated.

Budget Highlights

The FY2016.2017 budget for Clatsop County Fisheries (CCF) is slightly decreased overall. Funds requested from the Bonneville Power Administration (BPA) are expected to be flat again. 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 then divides the total SAFE funds among the three entities. Because CCF does not receive the amount estimated needed in this budget, the shortfall needs 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, which have declined significantly also. Specific changes are noted:

1) Contingencies decrease is a result of decreased funding from BPA and the major food processor in the area not contributing. 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 significantly 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 costs will be reduced due to a change in the way the State of Oregon charges us. Instead of a yearly submerged land lease (at 4 of our locations) with annual 3% increases, in FY16.17 we will begin paying a $750 flat public facility license fee, which will then be good for 15 years before another charge. This will result in a significant $107,500 savings to our program over the next 15 years.

6) Special Projects is contingent on 100% of grant overhead received with a possible balance after all overhead costs are paid. The FY2015.2016 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) Fish marking/tagging costs were added back into our budget per request from ODFW, reflected in both revenue and expenditure line items.

8) Indirect Cost Allocation reflects this fund's costs as calculated by Budget and Finance.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	220,320	228,343	280,720	256,940	(23,780)	- 0%
Bond & UAL Reserve - CEDC Fish	0	0	0	0	0	0%
Interest On Investments	1,031	1,021	800	800	0	0%
St. - Fish And Wildlife	233,831	224,981	230,720	261,070	30,350	0%
St-restoration & Enhance	0	13,224	75,000	75,000	0	0%
USDA - NRCS	0	0	0	0	0	0%
Bpa/odfw/crtfr	475,870	471,913	493,630	500,780	7,150	0%
ODF&W Sample Contract	18,594	18,766	19,990	20,040	50	0%
EMPG	0	0	0	0	0	0%
Fisheries Contributions	61,110	64,158	75,000	50,000	(25,000)	- 0%
S.A.I.F. Reimbursement	0	0	0	0	0	0%
Rev. Refunds & Reim.	350	709	400	400	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Insurance Loss Proceeds	8,000	0	0	0	0	0%
Transfer from Other Funds	0	10,809	0	0	0	0%
Transfer from Bond Reserve Fun	13,400	61	0	0	0	0%
Total Revenue:	**1,032,507**	**1,033,986**	**1,176,260**	**1,165,030**	**(11,230)**	**- 0%**
Total Unappropriated Budget:	**228,343**	**267,158**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**804,164**	**766,828**	**1,176,260**	**1,165,030**	**(11,230)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	335,205	342,225	353,230	362,280	9,050	2%
Personnel Benefits	229,942	199,401	213,260	213,620	360	0%
Material & Supplies	239,016	209,978	352,140	372,160	20,020	5%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	15,224	0	0	0	0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	257,630	216,970	(40,660)	- 15%
Total Expenditures:	**804,164**	**766,828**	**1,176,260**	**1,165,030**	**(11,230)**	**- 0%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Public Works Director	0.05	0.07	0.05	0.05	0.00	0%
Staff Assistant	0.85	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:	**6.40**	**6.42**	**6.40**	**6.40**	**0.00**	**0%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Spring Chinook pre-smolts received and reared at three location	1,100,000	1,450,000	1,550,000	1,550,000	1,240,00	1,550,00
Coho fingerlings/pre-smolts received and reared at four locations	2,135,000	2,011,670	2,690,000	2,615,000	2,092,00	2,615,00
SAB fall Chinook eggs incubated at South Fork Hatchery	1,450,000	1,358,040	1,548,160	1,550,000	1,240,00	1,550,00

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Public Works Director	82-1088	6,472	4,177	4,500	4,840	340	7%
Staff Assistant	82-1191	34,854	35,271	38,100	39,050	950	2%
Fisheries Project Supervisor	82-1601	67,654	69,095	70,820	72,590	1,770	2%
Fisheries Biologist	82-1610	49,382	50,616	51,880	53,180	1,300	2%
Biological Aide	82-1612	141,092	144,618	148,230	151,940	3,710	2%
Natural Resource Mgr	82-1620	35,752	38,447	39,700	40,680	980	2%
Extra Help	82-1941	12,467	13,683	13,650	13,650	0	0%
Overtime	82-1945	0	0	1,500	1,500	0	0%
F.I.C.A.	82-1950	25,494	26,097	28,180	28,870	690	2%
Retirement	82-1955	51,631	54,417	61,140	62,680	1,540	2%
Retirement Bond Payment	82-1958	26,900	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	87,743	81,569	83,150	73,370	(9,780)	- 11%
Dental Insurance	82-1965	9,200	8,834	8,650	8,600	(50)	- 0%
HSA Contribution	82-1966	2,100	1,575	2,100	10,800	8,700	414%
Benefits Admin Fees	82-1967	120	122	120	130	10	8%
Life Insurance	82-1970	539	539	530	530	0	0%
Salary Continuation Insur	82-1972	668	675	680	680	0	0%
S.A.I.F.	82-1975	9,245	9,336	9,880	10,550	670	6%
Unemployment	82-1980	3,835	2,554	3,680	2,260	(1,420)	- 38%
Personnel Services Totals:		**565,147**	**541,625**	**566,490**	**575,900**	**9,410**	**1%**
Materials & Services							
Banking Svcs Fee	82-2002	67	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(72)	0	0	0	0	0%
Clothing And Uniform Exp.	82-2040	1,047	802	1,100	1,250	150	13%
Telephones	82-2070	3,057	1,709	2,500	2,500	0	0%
Food	82-2130	113,003	100,714	130,530	130,370	(160)	- 0%
Field Supplies	82-2165	8,046	5,582	9,200	9,200	0	0%
Insurance	82-2200	3,269	3,350	3,730	4,910	1,180	31%
License And Permit Fees	82-2240	3,089	3,163	3,550	3,660	110	3%
Maintenance - Equipment	82-2260	993	1,363	2,500	2,500	0	0%
Maintenance S.I.G.	82-2300	14,371	13,181	12,900	12,900	0	0%
Employee Drug Screen	82-2302	35	0	70	70	0	0%
Membership Fees And Dues	82-2370	105	105	130	130	0	0%
Office Supplies	82-2410	623	650	700	700	0	0%
Books And Periodicals	82-2413	0	0	100	100	0	0%
Postage And Freight	82-2419	478	267	700	700	0	0%
Printing And Reproduction	82-2425	752	650	700	700	0	0%
LAN Equipment	82-2455	512	512	520	520	0	0%
Legal Services	82-2469	0	3,982	0	0	0	0%
Contractual Services	82-2471	5,005	0	91,000	91,000	0	0%

Administrative Costs	82-2473	400	400	400	400	0	0%
Rents And Leases - Equip.	82-2630	7,909	7,794	8,240	7,740	(500)	- 6%
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	6,129	5,981	20,000	20,000	0	0%
Vehicle Maintenance & Use	82-2923	5,793	5,728	8,780	8,720	(60)	- 0%
Moorage	82-2924	8,283	8,531	8,810	6,120	(2,690)	- 30%
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	402	34	2,000	2,000	0	0%
Indirect Cost Allocation	82-3210	40,600	42,000	39,500	35,800	(3,700)	- 9%
Contract Tagging	82-3546	11,641	0	0	25,690	25,690	100%
Materials & Services Totals:		**239,016**	**209,978**	**352,140**	**372,160**	**20,020**	**5%**
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	15,224	0	0	0	0%
Capital Outlay Totals:		**0**	**15,224**	**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	257,630	216,970	(40,660)	- 15%
Contingencies Totals:		**0**	**0**	**257,630**	**216,970**	**(40,660)**	**- 15%**
Total Expenditures:		**804,164**	**766,828**	**1,176,260**	**1,165,030**	**(11,230)**	**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. That work is still underway.

Budget Highlights

FUNDING SOURCES:
The Proposed Budget assumes that the Beginning Fund Balance will be $21,880. The Video Lottery Fund allocation is an estimate based on the expectation that the fund will at least remain constant due to the stable economy.

EXPENDITURES:
Special Payments includes $10,000 as the county's contribution toward a regional partnership to fund a review of FEMA's flood study review. The remaining $70,000 is earmarked for CEDR.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	95,087	38,148	0	21,880	21,880	0%
Georgia Pacific	0	0	0	0	0	0%
Interest On Investments	327	203	150	150	0	0%
St-video Lottery Proceeds	279,301	280,942	300,000	300,000	0	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:	**374,715**	**319,294**	**300,150**	**322,030**	**21,880**	**7%**
Total Unappropriated Budget:	**38,148**	**10,932**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**336,566**	**308,361**	**300,150**	**322,030**	**21,880**	**7%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	12,566	13,008	17,200	17,800	600	3%
Special Payments	110,000	61,563	88,000	75,000	(13,000)	- 14%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	214,000	233,790	194,950	229,230	34,280	17%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**336,566**	**308,361**	**300,150**	**322,030**	**21,880**	**7%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Materials & Services							
Maintenance Supplies	82-2259	0	315	5,000	5,000	0	0%
Membership Fees And Dues	82-2370	11,866	12,093	11,600	12,200	600	5%
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	700	600	600	600	0	0%
Materials & Services Totals:		**12,566**	**13,008**	**17,200**	**17,800**	**600**	**3%**
Special Payments							
Economic Development	82-3009	60,000	60,000	70,000	70,000	0	0%
Measure 37	82-3192	0	0	0	0	0	0%
US 101 Flood Project	82-3193	50,000	0	18,000	0	(18,000)	- 100%
FEMA Flood Study Review	82-3194	0	1,563	0	5,000	5,000	100%
SF Hatchery Stream Repair	82-3195	0	0	0	0	0	0%
Special Payments Totals:		**110,000**	**61,563**	**88,000**	**75,000**	**(13,000)**	**- 14%**
Transfers Out							
Transfer To Planning	82-8004	214,000	233,790	194,950	229,230	34,280	17%
Transfers Out Totals:		**214,000**	**233,790**	**194,950**	**229,230**	**34,280**	**17%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**336,566**	**308,361**	**300,150**	**322,030**	**21,880**	**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 2015/2016 was the completion of a land sale of 10+ acres to a local developer. The submission of a Joint Permit Application in order to develop the property. The creation of a compensatory wetland mitigation plan for the project.

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, and a land division project in order to continue to market the property.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	6,067,097	3,831,957	3,434,370	3,578,230	143,860	0%
Land Sales	0	0	0	350,000	350,000	0%
Interest On Investments	24,897	18,693	19,000	19,000	0	0%
Total Revenue:	**6,091,995**	**3,850,650**	**3,453,370**	**3,947,230**	**493,860**	**14%**
Total Unappropriated Budget:	**3,831,957**	**3,409,160**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**2,260,037**	**441,490**	**3,453,370**	**3,947,230**	**493,860**	**14%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	135,008	249,000	171,590	120,900	(50,690)	- 29%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	2,125,029	192,490	925,000	0	(925,000)	- 100%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	2,356,780	3,826,330	1,469,550	62%
Total Expenditures:	**2,260,037**	**441,490**	**3,453,370**	**3,947,230**	**493,860**	**14%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	12,750	15,000	2,250	17%
NC Business Park Development	82-2466	50,631	73,667	42,500	60,900	18,400	43%
NC Bus. Park Wetlands Mitig.	82-2467	30,727	93,522	77,720	0	(77,720)	- 100%
Contractual Services	82-2471	51,351	77,881	35,000	45,000	10,000	28%
Reimbursed Travel Expense	82-2930	0	30	0	0	0	0%
Indirect Cost Allocation	82-3210	2,300	3,900	3,620	0	(3,620)	- 100%
Materials & Services Totals:		**135,008**	**249,000**	**171,590**	**120,900**	**(50,690)**	**- 29%**
Special Payments							
Economic Development	82-3009	0	0	0	0	0	0%
Unallocated Projects	82-3129	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%
SE Ensign Lane	82-4010	2,125,029	192,490	0	0	0	0%
Structures & Improvements	82-4100	0	0	925,000	0	(925,000)	- 100%
Capital Outlay Totals:		**2,125,029**	**192,490**	**925,000**	**0**	**(925,000)**	**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	2,356,780	3,826,330	1,469,550	62%
Contingencies Totals:		**0**	**0**	**2,356,780**	**3,826,330**	**1,469,550**	**62%**
Total Expenditures:		**2,260,037**	**441,490**	**3,453,370**	**3,947,230**	**493,860**	**1.00**

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

Major Accomplishments

With the oversight of the Facilities and Projects Manager two major construction projects were taken on during the 2015-16 FY.

- The Clatsop County Sheriff's Office remodel located in Warrenton will now house the Administrative and Support staff for the Sheriff's Office as well as the Parole & Probation Division. This was a 2 million dollar project which will help to obtain a long-term goal of increasing beds in the county jail.

- The Household Hazardous Waste Facility is an approximately $600,000 project that will enable the county to operate a year round facility where county residents can dispose of any hazardous waste materials that should be kept out of landfills for environmental purposes. This project will be completed during the 2016-17 FY.

Budget Highlights

The requested budget reflects Special Projects appropriations totaling $2,297,130. The beginning balance estimate of $4,195,080 represents carryover of the FY 2015-16 General Fund Stabilization Account as well as unspent contingency resources. The budgeted timber revenue projection for 2016-17 is down $1,396,020 from the 2015-16 estimate.
The requested expenditures are down $1,987,560 primarily due to the following factors:
1. The Public Health Department is Household Hazardous Waste Facility project is 50% completed. This project is partially funded up front by revenues from the Household Hazardous Waste Department as well as a loan for the remaining balance coming from the Special Projects Fund.

2. The completion of the Sheriff's Office remodel reduces expenses by approximately $1,500,000.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	1,604,782	2,852,171	4,440,600	4,895,250	454,650	0%
Land Sales	16,085	19,000	10,000	10,000	0	0%
Bond & UAL Reserve - Special P	0	0	0	0	0	0%
Interest On Investments	55,394	63,406	55,000	55,000	0	0%
Property Rents	0	0	0	0	0	0%
Homeland Security Grant	0	0	0	0	0	0%
State Court Grant	0	129,000	0	150,000	150,000	0%
State Radio Project - EOC	83,000	0	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	0	0	0	0	0	0%
DHS Settlement pmts	0	0	0	0	0	0%
Franchise Fees	0	0	0	15,000	15,000	0%
Charter Franchise Revenue	0	0	0	0	0	0%
Rev. Refunds & Reim.	38	6,303	0	0	0	0%
Voting Machine Amortization	0	0	30,000	0	(30,000)	- 1%
Miscellaneous Revenue	0	0	0	0	0	0%
Insurance Loss Proceeds	6,256	0	0	0	0	0%
Loan Proceeds	0	1,996,800	0	0	0	0%
Transfer From General	1,632,247	1,259,466	2,790,380	1,394,280	(1,396,100)	- 0%
Transfer from Other Funds	0	4,966	0	0	0	0%
Transfer from Public Health	0	0	300,000	50,000	(250,000)	- 0%
Trans from Indust Dev Rev Fund	0	0	0	0	0	0%
Total Revenue:	**3,397,802**	**6,331,112**	**7,625,980**	**6,569,530**	**(1,056,450)**	**- 13%**
Total Unappropriated Budget:	**2,852,171**	**5,189,988**	**3,341,290**	**3,517,970**	**176,680**	**5%**
Total Budgeted Resources:	**545,631**	**1,141,124**	**4,284,690**	**3,051,560**	**(1,233,130)**	**- 28%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	81,311	95,399	29,900	118,100	88,200	294%
Special Payments	0	0	0	0	0	0%
Debt Service	160,340	0	0	0	0	0%
Capital Outlay	303,980	545,725	3,264,790	1,943,460	(1,321,330)	- 40%
Transfer Out	0	500,000	490,000	490,000	0	0%
Contingency	0	0	500,000	500,000	0	0%
Total Expenditures:	**545,631**	**1,141,124**	**4,284,690**	**3,051,560**	**(1,233,130)**	**- 28%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Materials & Services							
Banking Svcs Fee	82-2002	0	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(1)	0	0	0	0	0%
General Equipment	82-2268	0	0	0	0	0	0%
Contractual Services	82-2471	56,011	83,499	15,500	95,000	79,500	512%
Fisheries Public Education	82-2925	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	25,300	11,900	14,400	23,100	8,700	60%
Materials & Services Totals:		**81,311**	**95,399**	**29,900**	**118,100**	**88,200**	**294%**
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	25,000	0	(25,000)	- 100%
Jail (CCSO) Remodel	82-4096	0	0	0	0	0	0%
Sheriff's Office Remodel	82-4097	17,668	203,779	1,496,800	0	(1,496,800)	- 100%
Emergency Operations Center	82-4098	12,591	0	0	0	0	0%
820 Exchange Remodel	82-4099	0	0	0	0	0	0%
Structures & Improvements	82-4100	34,711	37,580	1,263,830	1,120,830	(143,000)	- 11%
Courthouse Remodel	82-4101	0	0	0	0	0	0%
HHW Facility	82-4102	0	0	0	475,000	475,000	100%
Animal Shelter Remodel	82-4107	0	50,111	0	0	0	0%
Buildings	82-4108	0	0	0	0	0	0%
Automotive Equipment	82-4200	24,823	0	0	0	0	0%
County Vehicle Purchase	82-4201	23,254	23,908	0	81,000	81,000	100%
Police Cars	82-4216	53,546	162,282	69,500	87,800	18,300	26%
Office Equipment	82-4300	0	12,390	26,000	44,800	18,800	72%
Phone System	82-4301	137,387	0	0	0	0	0%
Misc Equipment Sheriff	82-4895	0	0	59,200	25,000	(34,200)	- 57%
Miscellaneous Equipment	82-4900	0	29,427	116,320	95,000	(21,320)	- 18%
Computer Equipment	82-4907	0	26,250	208,140	14,030	(194,110)	- 93%
GIS Orthophotos	82-4908	0	0	0	0	0	0%
Capital Outlay Totals:		**303,980**	**545,725**	**3,264,790**	**1,943,460**	**(1,321,330)**	**- 40%**
Debt Service							
Loan Interest	82-2647	0	0	0	0	0	0%
Loan Payment	82-3198	160,340	0	0	0	0	0%
Capital Lease	82-3199	0	0	0	0	0	0%
Debt Service Totals:		**160,340**	**0**	**0**	**0**	**0**	**0%**
Transfers Out							
Trans to Other Funds	82-8165	0	300,000	300,000	300,000	0	0%
Transfer to Debt Service Fund	82-8435	0	200,000	190,000	190,000	0	0%

Transfers Out Totals:		**0**	**500,000**	**490,000**	**490,000**	**0**	**0%**
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:		**545,631**	**1,141,124**	**4,284,690**	**3,051,560**	**(1,233,130)**	**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, the revenues received into this fund are offset by budgeted expenditures for new vehicles for each respective department. The Assessment and Tax office as well as the Building Codes department have budgeted for a new vehicle. Any additional revenue transferred will go toward each respective departments contingency to build a reserve for an additional vehicle purchase in subsequent fiscal years.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	0	0	0	19,410	19,410	0%
Transfer from A&T	0	0	25,090	23,000	(2,090)	- 0%
Transfer from Building Codes	0	0	64,410	28,080	(36,330)	- 0%
Transfer from RLED	0	0	0	0	0	0%
Total Revenue:	**0**	**0**	**89,500**	**70,490**	**(19,010)**	**- 21%**
Total Unappropriated Budget:	**0**	**0**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**0**	**0**	**89,500**	**70,490**	**(19,010)**	**- 21%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	70,090	51,000	(19,090)	- 27%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	19,410	19,490	80	0%
Total Expenditures:	**0**	**0**	**89,500**	**70,490**	**(19,010)**	**- 21%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	70,090	51,000	(19,090)	- 27%
Police Cars	82-4216	0	0	0	0	0	0%
Capital Outlay Totals:		**0**	**0**	**70,090**	**51,000**	**(19,090)**	**- 27%**
Contingencies							
Appropriation for Contin.	82-9900	0	0	19,410	19,490	80	0%
Contingencies Totals:		**0**	**0**	**19,410**	**19,490**	**80**	**0%**
Total Expenditures:		**0**	**0**	**89,500**	**70,490**	**(19,010)**	**1.00**

CLATSOP COUNTY
CAPITAL IMPROVEMENT PLAN
FISCAL YEAR 2016-17
Revised: 6/16/16

	Account Number	Proposed	Approved	Adopted	2018	2019	2020	2021	2022
Assessment & Taxation									
County Vehicle (Fleet Replacement)	82-4201	23,000	23,000	23,000	-	25,000	-	25,000	-
Subtotal Assessment & Taxation		**23,000**	**23,000**	**23,000**	**-**	**25,000**	**-**	**25,000**	**-**
Budget & Finance									
CAFR Software	82-4907	-	-	-	25,000	-	-	-	-
Long Term Financial Plan	82-2471	55,000	55,000	55,000	-	-	-	-	-
		55,000	**55,000**	**55,000**	**25,000**	**-**	**-**	**-**	**-**
Clerk & Elections									
Scan Pro 3000 Microfilm Reader	82-4907	14,030	14,030	14,030	-	-	-	-	-
Subtotal Clerk & Elections		**14,030**	**14,030**	**14,030**	**-**	**-**	**-**	**-**	**-**
County Manager									
Copier	82-4300	14,000	14,000	14,000	-	-	-	-	-
		14,000	**14,000**	**14,000**	**-**	**-**	**-**	**-**	**-**
Human Resources									
Contractual Svcs for Class & Comp Study	82-2471	40,000	40,000	40,000	-	-	-	-	-
Subtotal Human Resources		**40,000**	**40,000**	**40,000**	**-**	**-**	**-**	**-**	**-**
Juvenile Department									
County Vehicle	82-4201	23,000	23,000	23,000	-	-	-	-	-
Subtotal Juvenile Department		**23,000**	23,000	23,000	-	-	-	-	-
Planning Division									
Plotter	82-4300	-	-	-	10,000	-	-	-	-
County Vehicle	82-4201	23,000	23,000	23,000	-	-	-	-	-
		23,000	**23,000**	**23,000**	**10,000**	**-**	**-**	**-**	**-**
Building Codes Division									
County Vehicle (Fleet Replacement)	82-4201	28,000	28,000	28,000					
Subtotal Community Development Department		**51,000**	**51,000**	**51,000**	**10,000**	**-**	**-**	**-**	**-**
Building and Grounds									
Roof Repair - 800 Exchange Street	82-4100	7,000	7,000	7,000	-	-	-	-	-
Replace boiler in Jail	82-4100	-	-	36,000	-	-	-	-	-
Replace boiler in Animal Shelter	82-4100	20,000	20,000	20,000	-	-	-	-	-
Tree Replacement at Courthouse	82-4100	21,000	21,000	21,000	-	-	-	-	-
Duct Cleaning - Jail/820 Exchange/Animal Shelter	82-4100	70,000	70,000	70,000	-	-	-	-	-
Generator Upgrade - 820 Exchange	82-4900	55,000	55,000	55,000	-	-	-	-	-
Intercom Replacement - Jail	82-4100	85,000	85,000	85,000	-	-	-	-	-
Carpet Replacement - Multiple Locations	82-4100	-	-	31,640					
Signage Upgrade	82-4100	-	-	10,000	-	-	-	-	-
Security Cameras - Courthouse	82-4100	-	-	40,000	-	-	-	-	-
Courthouse Roof Repair	82-4100	-	-	100,000	-	-	-	-	-
Security Upgrades - Courthouse	82-4100	-	-	25,000	-	-	-	-	-
Install New ATS- Jail	82-4100	-	-	15,000	-	-	-	-	-
Lighting Upgrade - CH, Jail, Boyington, 800/820, AC	82-4900	-	-	40,000	-	-	-	-	-
Replace freezer in jail	82-4100	-	-	-	-	30,000	-	-	-
Driveway & Sidewalk Repair Jail/Boyington	82-4100	30,000	30,000	30,000	-	-	-	-	-
Roof Replacement - Jail	82-4100	-	-	151,190					
Parking Lot Repair - Jail	82-4100	-	-	-	25,000	-	-	-	-
HVAC Unit Replacement	82-4100	60,000	60,000	60,000	-	-	-	-	-
HVAC Control Upgrades: 800/820/Jail/CH/Boyington/AS	82-4100	24,000	24,000	24,000	-	-	-	-	-
Court Project Matching Funds	82-4100	300,000	300,000	300,000	-	-	-	-	-
Clean & Seal Exterior Brick - Courthouse	82-4100	30,000	30,000	30,000	-	-	-	-	-
Clean & Seal Exterior Brick - 820 Exchange	82-4100	15,000	15,000	15,000	-	-	-	-	-
Emergency repairs to County Facilities	82-4100	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Animal Shelter Siding	82-4100	-	-	-	40,000	-	-	-	-
Subtotal Building and Grounds		**767,000**	**767,000**	**1,215,830**	**115,000**	**80,000**	**50,000**	**50,000**	**50,000**
Emergency Management									
Copier	82-4300	8,800	8,800	8,800	-	-	-	-	-
Subtotal Emergency Management		**8,800**	**8,800**	**8,800**	**-**	**-**	**-**	**-**	**-**

		Proposed	Approved	Adopted	2018	2019	2020	2021	2022
Parks Maintenance									
County Vehicle - 3/4 Ton Truck	82-4201	35,000	35,000	35,000	-				
Subtotal Parks Maintenance		**35,000**	**35,000**	**35,000**	**-**	**-**	**-**	**-**	**-**
Public Health									
Household Hazardous Waste Facility	82-4102	475,000	475,000	475,000	-	-	-	-	-
Subtotal Public Health		**475,000**	**475,000**	**475,000**	**-**	**-**	**-**	**-**	**-**
Sheriff's									
Drug Canine	82-4895	20,000	20,000	20,000	-	-	-	-	-
Patrol Vehicle	82-4216	87,800	87,800	87,800	38,000	38,000	38,000	38,000	38,000
Transport sedan	82-4216	-	-	-	-	42,000	-	-	-
Criminal Division Copier	82-4300	14,000	14,000	14,000	-	-	-	-	-
Corrections Division Copier	82-4300	8,000	8,000	8,000	-	-	-	-	-
Criminal Division Automatic Fingerprint System	82-4895	-	-	-	-	-	-	-	14,000
Corrections Automatic Fingerprint System	82-4895	25,000	25,000	25,000	-	-	-	-	-
Subtotal Sheriff's		**154,800**	**154,800**	**154,800**	**38,000**	**80,000**	**38,000**	**38,000**	**52,000**
Rural Law Enforcement District									
Patrol Vehicle	82-4216	81,600	81,600	81,600	-	-	-	-	-
Canine Patrol Vehicle	82-4216	56,400	56,400	56,400	-	-	-	-	-
Subtotal Equipment Replacement		**138,000**	**138,000**	**138,000**	**-**	**-**	**-**	**-**	**-**
Equipment Replacement Fund									
Shop Roof - Astoria PW	82-4108	25,000	25,000	25,000	-	-	-	-	-
Standby Generator - Humbug	82-4108	10,000	10,000	10,000	-	-	-	-	-
Shop Yard Expansion - Svensen	82-4108	65,000	65,000	65,000	-	-	-	-	-
Oil Buringing Heater - Astoria PW	82-4108	10,000	10,000	10,000	-	-	-	-	-
Hooklift Truck System	82-4200	150,000	150,000	150,000	-	-	-	-	-
Dump Truck - Jewell	82-4200	180,000	180,000	180,000	-	-	-	-	-
1 Ton Diesel Pick-up	82-4200	50,000	50,000	50,000	-	-	-	-	-
Electronic Message Board	82-4200	10,000	10,000	10,000	-	-	-	-	-
10-12 Yard Dump Truck	82-4200	-	-	-	180,000	-	-	-	-
Hook Lift Sander	82-4200	-	-	-	10,000	-	-	-	-
Chopper	82-4200	-	-	-	150,000	-	-	-	-
Flat Bed P/U	82-4200	-	-	-	50,000	-	-	-	-
Chip Spreader	82-4200	-	-	-	-	150,000	-	-	-
Flat Bed P/U	82-4200	-	-	-	-	50,000	-	-	-
Vactor Truck/Hooklift	82-4200	-	-	-	-	200,000	-	-	-
Loader	82-4200	-	-	-	-	150,000	-	-	-
P/U Truck	82-4200	-	-	-	-	-	30,000	-	-
Gradall	82-4200	-	-	-	-	-	250,000	-	-
Subtotal Equipment Replacement		**500,000**	**500,000**	**500,000**	**390,000**	**550,000**	**280,000**	**-**	**-**
Fair Grounds									
Wireless Internet System	82-4900	35,000	35,000	35,000	-	-	-	-	-
Arena Heaters	82-4100	45,000	45,000	45,000	-	-	-	-	-
Exhibit Hall Heaters	82-4100	25,000	25,000	25,000	-	-	-	-	-
Farmhouse Remodel	82-4100	100,000	100,000	100,000	-	-	-	-	-
Emergency Repair Needs	82-4100	20,000	20,000	20,000	-	-	-	-	-
Fairgrounds Parking - Lower Field	82-4100	-	-	-	100,000	100,000	-	-	-
Fairgrounds Shop	82-4100	-	-	-	60,000	-	-	-	-
Subtotal Equipment Replacement		**225,000**	**225,000**	**225,000**	**160,000**	**100,000**	**-**	**-**	**-**
Industrial Revolving									
NCBP Phase One	82-2240	15,000	15,000	15,000	-	-	-	-	-
NCBP Phase One	82-2466	60,900	60,900	60,900	-	-	-	-	-
NCBP Phase One	82-2471	45,000	45,000	45,000	-	-	-	-	-
Subtotal Equipment Replacement		**120,900**	**120,900**	**120,900**	**-**	**-**	**-**	**-**	**-**
Parks & Land Acquisition									
Parks Signage	82-4100	10,000	10,000	10,000	-	-	-	-	-
Westport Park Development	82-4100	75,000	75,000	75,000	-	-	-	-	-
Cullaby Lake Shelter Roof	82-4100	75,000	75,000	75,000	-	-	-	-	-
Emergency/Unapportioned Projects	82-2129	50,000	50,000	50,000	-	-	-	-	-
Subtotal Equipment Replacement		**210,000**	**200,000**	**210,000**	**-**	**-**	**-**	**-**	**-**
Indirect Costs	82-3210	23,100	23,100	23,100	20,000	20,000	20,000	20,000	20,000

Transfer to Debt Service Fund	82-8435	190,000	190,000	190,000	185,900	181,900	178,000	174,100	170,400
Appropriation For Contin. (SP & Fleet Replacement)	82-9900	519,490	519,490	519,490	519,490	519,490	519,490	519,490	519,490
PERS Reserve Transfer	82-8165	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
Subtotal Equipment Replacement		**1,032,590**	**1,032,590**	**1,032,590**	**1,025,390**	**1,021,390**	**1,017,490**	**1,013,590**	**1,009,890**
GRAND TOTALS		**3,887,120**	**3,877,120**	**4,335,950**	**1,763,390**	**1,856,390**	**1,385,490**	**1,126,590**	**1,111,890**

	Account Number	**Proposed**	**Approved**	**Adopted**	**2017**	**2018**	**2019**	**2020**	**2021**
Summary by line item:									
(Emergency/Unapportioned Projects)	82-4100	100,000	100,000	120,000	-	-	-	-	-
(Contractual Services)	82-2471	140,000	140,000	140,000	-	-	-	-	-
(License & Permit Fees)	82-2440	15,000	15,000	15,000	-	-	-	-	-
(Debt Service)	82-8435	190,000	190,000	190,000	185,900	181,900	178,000	174,100	170,400
(Indirect Cost Allocation)	82-3210	23,100	23,100	23,100	20,000	20,000	20,000	20,000	20,000
(PERS Reserve)	82-4000	300,000	300,000	300,000	300,000	300,000	300,000	300,000	300,000
(HHW Facility)	82-4102	475,000	475,000	475,000	-	-	-	-	-
(NCBP Development)	82-2466	60,900	60,900	60,900	-	-	-	-	-
(Structures & Improvements)	82-4100	518,000	518,000	1,470,830	200,000	130,000	-	-	-
(Buildings)	82-4108	110,000	110,000	110,000	-	-	-	-	-
(Automotive Equipment)	82-4200	390,000	390,000	390,000	390,000	550,000	280,000	-	-
(County Vehicle Purchase)	82-4201	132,000	132,000	132,000	-	25,000	-	25,000	-
(Sheriff Automobiles)	82-4216	225,800	225,800	225,800	38,000	80,000	38,000	38,000	38,000
(Office Equipment)	82-4300	44,800	44,800	44,800	10,000	-	-	-	-
(Misc Equipment Sheriff)	82-4895	45,000	45,000	45,000	-	-	-	-	14,000
(Misc Equipment)	82-4900	105,000	105,000	130,000	-	-	-	-	-
(Computer Equipment)	82-4907	14,030	14,030	14,030	25,000	-	-	-	-
(Approp. For Conting.)	82-9900	519,490	519,490	519,490	519,490	519,490	519,490	519,490	519,490
		3,408,120	**3,408,120**	**4,405,950**	**1,688,390**	**1,806,390**	**1,335,490**	**1,076,590**	**1,061,890**

General Fund 001 - Assessment & Taxation (Org ID: 1150)

A&T Vehicle

Department Priority:	1
Location:	
Link to Other Project(s):	
Description:	Fleet replacement vehicle. Estimated cost of State Contract vehicle is $25,000.
Justification:	Replacement of aged fleet.
Alternatives:	Continued maintenance of aging vehicles.
Operating Impact:	This vehicle will be replacing an older vehicle that requires continued maintenance, a newer vehicle will reduce those maintenance costs.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	23,000	23,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**23,000**	**23,000**

General Fund 001 - Budget & Finance (Org ID: 1625)

Long Term Financial Plan

Department Priority:	1
Location:	Budget & Finanace Department
Link to Other Project(s):	
Description:	Hire a consultant to reevaluate the county's current Long-term Financial Plan.
Justification:	It has been over ten years since the county has had a review of the county-wide long term financial plan. With uncertainties in the county's General and Special Projects Funds revenue streams of timber and property taxes it is important to reevaluate any opportunities and challenges the county may be facing and look for possible resolutions before faced with any significant losses.
Alternatives:	Continue to follow the existing plan.
Operating Impact:	While there is no on-going costs associated with updating the county's Long Term Financial Plan , the lack of one could have a significant impact on the county's overall fiscal health. The use of the current plan helps the county evaluate the use of funds as well as plan for unforseen reductions in revenues.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	55,000	55,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**55,000**	**55,000**

General Fund 001 - Clerk - Records (Org ID: 1355)

Scan Pro 3000 Microfilm Reader

Department Priority:	1
Location:	Clerk & Elections
Link to Other Project(s):	
Description:	Scan Pro 3000 Microfilm Reader with three year maintenance agreement
Justification:	The current Cannon microfilm reader has been out of production for nine years and replacement parts are difficult to find. The microfilm reader is used to view pre 1995 recorded documents that are permanently retained on microfilm. Post 1995 recorded documents are stored both on microfilm for permanent retention and digitally in the county records application which are readily available to the public. Pre 1995 recorded documents on microfilm have been digitized, but not completely indexed into the county records application. Staff is diligently working on indexing those records. The ScanPro 3000 improves image resolution of recorded documents on microfilm. Documents can be provided in digital or print format. The ability to improve microfilm images with output to digital or print improves customer service to citizens requesting copies of recorded documents pre 1995.
Alternatives:	Continue to use the Cannon reader with poor resolution of microfilm images.
Operating Impact:	The new microfilm reader will reduce maintenance costs in addition to improving customer service to citizens requesting records research and copies of recorded documents.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ⦿ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	13,530	13,530
Installation Fee:	500	500
Trade in Credit:	0	0
Net Cost:	**14,030**	**14,030**

General Fund 001 - County Manager (Org ID: 1120)

County Manager copier

Department Priority:	1
Location:	County Manager's office
Link to Other Project(s):	N/A
Description:	Color copier/printer/scanner for the County Manager's office
Justification:	The current machine requires frequent repairs. The County Manager's office prints large volumes of documents for the Commission meetings, HR information to employees and various other projects. The copier is currently a Canon which is not on the contract with Solutions Yes, therefore the repairs are higher than if we were to have a Kyocera which is under contract. Therefore, a reliable machine is necessary. It was recommended by Solutions Yes that due to the high copy count that this machine be replaced.
Alternatives:	Retain current machine and continue to see an increase in maintenance cost, a loss productivity in staff time.
Operating Impact:	Copy costs will be reduced. The new copier will be a Kyocera and under the current contract with Solutions Yes the per copy cost is less than the amount charged for the current Canon copier. In addition maintenance costs will decrease.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ⦿ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	14,000	14,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**14,000**	**14,000**

General Fund 001 - Juvenile Department (Org ID: 2340)

Juvenile Department Vehicle

Department Priority:	1
Location:	Juvenile Department 800 Exchange
Link to Other Project(s):	
Description:	Purchase a new and similar vehicle to replace the Department's 1999 Subaru wagon.
Justification:	The Department's primary vehicle is the 1999 Subaru wagon that currently has a little more than 93,000 miles on it. A reliable vehicle is needed for both local and out of the area travel. The vehicle is also used by our prevention unit as well as being available to other department's to use. The vehicle is also used to transport youth occasionally. Purchasing a similar vehicle to our Subaru wagon will provide a safe vehicle to use in a variety of road and weather conditions.
Alternatives:	Continue to use the vehicle, perform regular maintenance and make any necessary repairs as they are needed.
Operating Impact:	There will be a net zero impact on the operating budget since the new vehicle will be more fuel efficient in addition to reducing maintenance costs.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	23,000	23,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**23,000**	**23,000**

General Fund 001 - Planning Division (Org ID: 2700)

Planning Vehicle

Department Priority:	1
Location:	CDD-Planning
Link to Other Project(s):	N/A
Description:	Purchase a vehicle for use by planners and code compliance -- Building Codes can also use if needed.
Justification:	Development continues to pick up and the Code Compliance and Planning staff need regular access to a vehicle.
Alternatives:	Borrow Building Codes vehicles when available.
Operating Impact:	$2,000/yr fuel and maintenance
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	23,000	23,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**23,000**	**23,000**

Classification & Compensation Support

Department Priority:	1
Location:	
Link to Other Project(s):	
Description:	Consultant support for this program upon implementation.
Justification:	Upon implementation and for maintain objectivity this support will address issues raised regarding fairness, grievances and/or requests for new classifications as some postions may need further review and reclassification.
Alternatives:	
Operating Impact:	$12,000/year paid $3,000/quarterly.
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	12,000	12,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**12,000**	**12,000**

Job Description Analysis

Department Priority:	2
Location:	Human Resources
Link to Other Project(s):	
Description:	Contract with a service to rewrite county employee job descriptions based on results from comp & class study that coincides with the information provided in the job analysis questionnaires.
Justification:	At the completion of the Comp & Class study it will be necessary to have new job descriptions drafted to reflect the results from the job analysis questionnaires that were completed. This will be a labor intensive project that the HR staff does not have adequate personal to complete in a timely manner.
Alternatives:	Hire temp staff to complete this project which will take longer than a consultant. Choose not to rewrite the job descriptions which could have impacts within labor/management relations.
Operating Impact:	This will be a one-time fee project
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	28,000	28,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**28,000**	**28,000**

Building Codes New Vehicle

Department Priority:	1
Location:	Building Department 800 Exchange St.
Link to Other Project(s):	
Description:	This request is for one new vehicle to replace the current Dodge pick-up. The cost associated with this request is $28,000.
Justification:	Building Codes needs to replace one aging inspection vehicle. BC currently operates three vehicles. Two vehicles were replaced in the 2015/16 budget. This request will replace the third vehicle. All vehicles are used daily and currently no back up vehicle is available. GSA Fleet Minimum Vehicle Replacement Standards recommends replacement of Non-Diesel Light 4x4 Trucks at 7 years or 65,000 miles. The Dodge pick-up has developed transmission problems that will need to be replaced very soon.
Alternatives:	Option: Do not replace this vehicle at this time, keep current pick-up and incur additional increased and unexpected repair costs.
Operating Impact:	There will be a net zero impact on the operating budget since the new vehicle will be more fuel efficient in addition to reducing maintenance costs.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	28,500	28,500
Installation Fee:	0	0
Trade in Credit:	500	500
Net Cost:	**28,000**	**28,000**

Emergency Repairs

Department Priority:	1
Location:	
Link to Other Project(s):	
Description:	Funds set aside for emergency or urgent repairs and projects, on County Facilities.
Justification:	Every year there are unanticipated repairs and projects that are required on our County facilities.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	50,000	50,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**50,000**	**50,000**

Intercom Replacement

Department Priority:	2
Location:	Jail
Link to Other Project(s):	
Description:	Replace the excising Intercom System at the Jail.
Justification:	The existing intercom is not working correctly and needs to be replaced. The systems was installed in 2002 and we are no longer able to get parts for repairs. In the previous fiscal year we replaced several other Security Electronics items, this is the next system that needs to be replaced.
Alternatives:	We could wait another year but the system may fail which would be a security and safety risk at the jail.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	85,000	85,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**85,000**	**85,000**

Courthouse Roof Replacement

Department Priority:	3
Location:	749 Commercial
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.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	1	
Unit Cost:	100,000	100,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**100,000**	**100,000**

Courthouse Security Cameras

Department Priority:	4
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:	
Operating Impact:	
Request Type:	○ Replacement ⦿ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	1	
Unit Cost:	40,000	40,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**40,000**	**40,000**

Courthouse Security Upgrades

Department Priority:	5
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 this fiscal year to be completed.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	25,000	25,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**25,000**	**25,000**

Signage Upgrade

Department Priority:	6
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.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	5	Total
Unit Cost:	2,000	10,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**2,000**	**10,000**

Jail Generator Auto Transfer Switch Replacement

Department Priority:	7
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.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	1	
Unit Cost:	15,000	15,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**15,000**	**15,000**

Driveway and Sidewalk Repair

Department Priority:	8
Location:	
Link to Other Project(s):	
Description:	Repair concrete driveway at the jail and the sidewalk at the Boyington building.
Justification:	The sub-surface is failing under the concrete driveway going into the jail sally port and the north sidewalk of the Boyington building.
Alternatives:	
Operating Impact:	None
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	1	
Unit Cost:	30,000	30,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**30,000**	**30,000**

Carpet Replacement

Department Priority:	9
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:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	31,640	31,640
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**31,640**	**31,640**

Generator Upgrade

Department Priority:	10
Location:	820 Exchange
Link to Other Project(s):	
Description:	Replace the existing generator at the 820 Exchange Building.
Justification:	The existing generator was purchased in 2003 with a grant the health department had received. The grant was only intended to provide funds to protect the vaccines stored in the refrigerators and freezers. The generator is only a 15 kW and just runs a few outlets, and lights. We need to be able to run the entire building in the event of utility power failure.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	55,000	55,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**55,000**	**55,000**

Lighting Upgrade

Department Priority:	11
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:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	40,000	40,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**40,000**	**40,000**

Exterior Waterproofing

Department Priority:	12
Location:	Courthouse
Link to Other Project(s):	
Description:	The exterior brick and terra cotta is in need of cleaning and sealing. The surface will be cleaned and sealed.
Justification:	Brick and Terra cotta are porous materials and over time lose the ability to shed water. The North and West sides of the Courthouse are in need of work. This has not been done since the mid 1990's.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	30,000	30,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**30,000**	**30,000**

HVAC Control Upgrade

Department Priority:	13
Location:	All Buildings Maintained by B&G
Link to Other Project(s):	
Description:	Upgrade HVAC (heating, ventilation & air conditioning) controls to allow connections to each building from our desk computers and mobile devices. The buildings included are 800 & 820 Exchange, Courthouse, Boyington, Jail, and Animal Shelter.
Justification:	The ability to control the various HVAC systems in our building is essential to increase user comfort, reduce operating cost and reduce the amount of time that maintenance staff spends keeping the systems operating.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	6	Total
Unit Cost:	4,000	24,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**4,000**	**24,000**

Jail Roof Replacement

Department Priority:	14
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:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	11630	Total
Unit Cost:	13	151,190
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**13**	**151,190**

Jail Boiler Replacement

Department Priority:	15
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.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	36,000	36,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**36,000**	**36,000**

HVAC Unit replacement

Department Priority:	16
Location:	820 Exchange St.
Link to Other Project(s):	
Description:	Replace the 6 existing roof top HVAC units that provide heat, ventilation and air conditioning to the 820 Exchange Building.
Justification:	These units where installed in 2003 and have reached the normal service life. The new unit will be 40% to 50% more efficient. These type of units are normally replaced at 10 years of use according to the installation contractor.
Alternatives:	We could wait a year and continue to maintain the existing units.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	6	Total
Unit Cost:	10,000	60,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**10,000**	**60,000**

Roof Repair

Department Priority:	17
Location:	800 Exchange St.
Link to Other Project(s):	
Description:	Replace roofing on roof over south entry of the 800 Exchange building.
Justification:	This part of the roof was never repaired when we remodeled the building. It is now leaking and in need of repair.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	7,000	7,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**7,000**	**7,000**

Boiler Replacement

Department Priority:	18
Location:	Animal Shelter
Link to Other Project(s):	
Description:	Replace the existing boiler at the Animal Shelter.
Justification:	The excising boiler at the shelter is close to 20 years old installed in 1997. The boiler provide hot water for the heating system and the under-floor heat in the kennels. Currently the boiler is either running at full capacity or off. A new boiler is able to vary the amount of heat, which is much more efficient.
Alternatives:	Wait a year.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	20,000	20,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**20,000**	**20,000**

Duct cleaning

Department Priority:	19
Location:	Jail, Animal Shelter and 820 Exchange building.
Link to Other Project(s):	
Description:	Clean the HVAC systems ducts and plenum ceiling areas.
Justification:	The jail and animal shelter occupancies create a lot of air borne particulates. These particulates accumulate in the duct work at the Animal Shelter and in the duct work and above the ceilings at the jail. At the 820 exchange Building the HVAC system was installed in 2004 and the ducts are due to be cleaned.
Alternatives:	
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	70,000	70,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**70,000**	**70,000**

Tree replacement

Department Priority:	20
Location:	Courthouse
Link to Other Project(s):	
Description:	Replace the excising Yew trees with a different species of tree.
Justification:	The existing trees are overgrown and need to be replaced. The new trees would allow better visibility of the Courthouse and reduce the security risk.
Alternatives:	Prune trees to increase visibility.
Operating Impact:	
Request Type:	⦿ Replacement ○ Addition
Request Category:	⦿ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	3	Total
Unit Cost:	7,000	21,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**7,000**	**21,000**

Clean and Seal Brick

Department Priority:	21
Location:	820 Exchange
Link to Other Project(s):	
Description:	Clean and exterior brick at the 820 Exchange Building.
Justification:	Brick & mortar are a porous material and need to be sealed and cleaned. We have never done this since the county bought the building in 2002. There are areas moss is building up on the exterior of the building and some leaking has occurred thru the brick.
Alternatives:	
Operating Impact:	
Request Type:	(●) Replacement ( ) Addition
Request Category:	(●) Building ( ) Land ( ) Automotive ( ) Office Equipment ( ) Computer ( ) Other

Unit Quantity:	1	Total
Unit Cost:	15,000	15,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**15,000**	**15,000**

Court Project Matching Funds

Department Priority:	22
Location:	Courthouse
Link to Other Project(s):	
Description:	The State Court is planning to provide some funding for projects at the Courthouse. We have filled out a survey and sent a memo to the Chief Justice of the Oregon Court. The survey list our projects we would like to complete at the courthouse. Including a Facility Study, Window Replacement, HVAC upgrades, Elevator replacement, Security and IT upgrades and Building Shell work.
Justification:	We received funding assistance for several projects at the courthouse last fiscal year. We have not received any final information as of 2-17-16. In the past we have been asked to provide matching funds on the requested projects.
Alternatives:	
Operating Impact:	
Request Type:	(●) Replacement ( ) Addition
Request Category:	(●) Building ( ) Land ( ) Automotive ( ) Office Equipment ( ) Computer ( ) Other

Unit Quantity:	1	Total
Unit Cost:	300,000	300,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**300,000**	**300,000**

General Fund 001 - Emergency Management (Org ID: 2750)

Copier/Printer

Department Priority:	1
Location:	Emergency Management Office
Link to Other Project(s):	
Description:	Purchase copy/print/scan machine for emergency management.
Justification:	EMD requested a new black/white copier during the FY15-16 budget cycle, because the service contract had expired on the used equipment inherited from another department, but the administration deferred the request. That copier has since stopped working so the department has no copier of its own and is currently relying on the County Manager Office copier.
Alternatives:	Continue using the County Manager copier which is in a separate office.
Operating Impact:	Copy costs will be reduced. The new copier will be a Kyocera and under the current contract with Solutions Yes the per copy cost is less than the amount charged for the current Canon copier. In addition maintenance costs will decrease.
Request Type:	○ Replacement ◉ Addition
Request Category:	○ Building ○ Land ○ Automotive ◉ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	8,800	8,800
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**8,800**	**8,800**

General Fund 001 - Parks Maintenance (Org ID: 1795)

3/4 ton truck replacement

Department Priority:	1
Location:	Clatsop County Parks
Link to Other Project(s):	
Description:	The Parks Department is in need of replacing its 1992 Ford ¾ ton pickup truck that is used for daily park maintenance. The truck has 375,000 miles on it and its maintenance cost is dramatically increasing. The truck also has several water leaks around the doors and windows that are causing mold issues in the vehicles cab. This was a used truck that was passed own by the Road Department, so it had already had extensive use and wear when we obtained it.
Justification:	If the Parks Department does not get a replacement vehicle and we have a failure with the 1992 Ford the department will have to look to the Road Department to borrow a truck or rent one that will tow our equipment to complete our park maintenance. Using one of the Road Crews trucks would lead to scheduling conflicts as they use their entire fleet of vehicles during the summer months with their own maintenance projects.
Alternatives:	To continue the use of the 1992 Ford and pay the increasing maintenance cost as well as dealing with lost work time without the vehicle.
Operating Impact:	During the summer months we need two vehilces to complete are summer projects with the seasonal staff we have on hand. If the 1992 Ford fails we will only have one vehilce in the department. Completing our summer maintenance needs would be hampered with out a second vehilce. Fuel and maintenance costs will go up slightly but using the newer vehicle during the off season will help decrease the maintenance costs as well as provide better fuel efficiency.
Request Type:	◉ Replacement ○ Addition
Request Category:	○ Building ○ Land ◉ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	35,000	35,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**35,000**	**35,000**

Household Hazardous Waste

Department Priority:	1
Location:	Williamsport Rd. Astoria, OR
Link to Other Project(s):	N/A
Description:	HHW Facility Total estimated cost of building: $600,000 but this is a multiple year project so the remaining estimated costs are $475,000. Estimated funds available from tipping fees, DEQ grant, and operating revenues $300,000. Remaining funds will be a loan from Special Projects in the approximate amount of $300,000 to be paid back over 5 years from tipping fees and operating revenues received in the HHW org unit.
Justification:	The purpose of the facility is to prevent household hazardous waste from contaminating the environment from improper disposal.
Alternatives:	Clatsop County can continue to hold an annual Household Hazardous Waste fair where residents can bring in HHW that they have maintained in their home over the year for disposal, or residents could go to Tillamook County to drop off their materials, or residents could improperly dispose of them due to the inconvenience of the aforementioned alternatives.
Operating Impact:	Annual utility, maintenance and operating costs have not yet been determined but will be paid for from tipping fees and operating revenues.
Request Type:	○ Replacement ◉ Addition
Request Category:	◉ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	475,000	475,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**475,000**	**475,000**

Criminal Division-Patrol Vehicle

Department Priority:	1
Location:	N/A
Link to Other Project(s):	N/A
Description:	Replacement patrol vehicle for Criminal Division. Cost includes price of the vehicle and all added equipment
Justification:	The replacement is in compliance with the RLED Long Term Financial Plan vehicle replacement schedule. The vehicle being replaced has been deadlined due to major mechanical issues requiring an engine replacement and a reserve vehicle with over 160,000 miles is being used. The RLED will purchase three other replacement vehicles.
Alternatives:	Realistically there is no alternative as the current reserve car also has high miles and is subject to major mechanical failure and will be over the safe operational limits by the time the new vehicle arrives.
Operating Impact:	Net zero, this is replacing an older vehicle per CIP.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	25,000	25,000
Installation Fee:	15,800	15,800
Trade in Credit:	0	0
Net Cost:	**40,800**	**40,800**

Marine Division-Patrol Vehicle

Department Priority:	2
Location:	N/A
Link to Other Project(s):	N/A
Description:	Marine Division Patrol Truck
Justification:	The replacement is in compliance with the RLED Long Term Financial Plan vehicle replacement schedule. The vehicle being replaced will have over 150,000 miles at the time of replacement and due to the nature of operation needs to be removed from front line service. RLED will replace three other vehicles.
Alternatives:	Continue to operate the current vehicle and accept increased maintenance costs for major system failures. This is a major safety issue with staff being that these vehicles are used for emergency response and the need for reliable, safe transportation cannot be emphasized enough.
Operating Impact:	Net zero, this is replacing an older vehicle per CIP.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	32,000	32,000
Installation Fee:	15,000	15,000
Trade in Credit:	0	0
Net Cost:	**47,000**	**47,000**

Drug Canine

Department Priority:	3
Location:	N/A
Link to Other Project(s):	N/A
Description:	Drug Canine and associated equipment
Justification:	Clatsop County has a significant drug abuse problem. The drug canine will greatly assist in the education and enforcement program for the Sheriff's Office. Currently Clatsop County only has one drug canine with Cannon Beach Police Department. The Sheriff's Office has received substantial donations for the program and these donations will cover all requested costs, there is no impact to Special Projects Fund.
Alternatives:	There is no realistic alternative as the Sheriff's Office has identified the use of the funds prior to receiving them from the public.
Operating Impact:	Increase to canine support and overtime for training.
Request Type:	○ Replacement ◉ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ◉ Other

Unit Quantity:	1	Total
Unit Cost:	20,000	20,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**20,000**	**20,000**

Sheriff's Office Corrections Division

Department Priority:	1
Location:	Jail
Link to Other Project(s):	N/A
Description:	Automated Fingerprint Scanner/Printer
Justification:	The current fingerprint scanner/printer is at the end of its service life. The jail is required by state law to maintain the ability to electronically submit fingerprint cards to the Oregon State Police for all arrested persons. The machine is used to rapidly obtain verified identity of arrested persons.
Alternatives:	Continue to use the current machine with the understanding if it fails the jail will be required to rapidly obtain a new one to continue operations.
Operating Impact:	Net zero, this is replacing an older machine.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	25,000	25,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**25,000**	**25,000**

Sheriff's Office Corrections Division

Department Priority:	2
Location:	Jail
Link to Other Project(s):	N/A
Description:	Copier,Scanner,Printer,Fax
Justification:	The current machine has been replaced by a "permanent loaner" and is in need of replacement per our contractor
Alternatives:	None
Operating Impact:	Net zero, this is replacing an older machine.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ⦿ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	8,000	8,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**8,000**	**8,000**

Copier

Department Priority:	1
Location:	Sheriff's Office-Support Division-Warrenton
Link to Other Project(s):	N/A
Description:	Copier,Scanner,Printer,Fax
Justification:	The current machine was placed into service in July 2010 and is at the end of the service life with continuing and more frequent services.
Alternatives:	Continue to use the current machine with increased maintenance and replacement costs.
Operating Impact:	Net Zero
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ○ Automotive ⦿ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	14,000	14,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**14,000**	**14,000**

Sheriff's Office-Criminal Division

Department Priority:	1
Location:	N/A
Link to Other Project(s):	N/A
Description:	Patrol Vehicles
Justification:	The replacement is in compliance with the RLED Long Term Financial Plan vehicle replacement schedule. The vehicles being replaced will have over 155,000 miles at the time of replacement and due to the nature of operation both need to be removed from front line service. Special Projects will purchase two additional vehicles.
Alternatives:	Continue to operate the current vehicle and accept increased maintenance costs for major system failures. This is a major safety issue with staff being that these vehicles are used for emergency response and the need for reliable, safe transportation cannot be emphasized enough.
Operating Impact:	Net zero, this is replacing an older vehicle per CIP.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	2	
Unit Cost:	25,000	50,000
Installation Fee:	15,800	31,600
Trade in Credit:	0	0
Net Cost:	**40,800**	**81,600**

Sheriff's Office Criminal Division

Department Priority:	2
Location:	N/A
Link to Other Project(s):	N/A
Description:	Canine Patrol Vehicle
Justification:	The replacement is in compliance with the RLED Long Term Financial Plan vehicle replacement schedule. The vehicle being replaced will have over 150,000 miles at the time of replacement and due to the nature of operation needs to be removed from front line service. Special Projects will replace two other vehicles. This is a special purpose unit for use by the Drug Canine Deputy.
Alternatives:	Continue to operate the current vehicle and accept increased maintenance costs for major system failures. This is a major safety issue with staff being that these vehicles are used for emergency response and the need for reliable, safe transportation cannot be emphasized enough.
Operating Impact:	Net zero, this is replacing an older vehicle per CIP.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

		Total
Unit Quantity:	1	
Unit Cost:	37,500	37,500
Installation Fee:	18,900	18,900
Trade in Credit:	0	0
Net Cost:	**56,400**	**56,400**

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 Broom, wheeled excavator, mini-excavator and trailer.

Budget Highlights

This budget includes the purchase of a Hook lift, Dump Truck, 1 Ton Pickup and Electronic Message Board.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	56,070	75,841	61,420	90	(61,330)	- 1%
Interest On Investments	1,207	409	500	500	0	0%
Transfer From Gen Roads	336,600	248,480	329,380	390,110	60,730	0%
Total Revenue:	**393,877**	**324,731**	**391,300**	**390,700**	**(600)**	**- 0%**
Total Unappropriated Budget:	**75,841**	**61,349**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**318,036**	**263,381**	**391,300**	**390,700**	**(600)**	**- 0%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	200	200	300	700	400	133%
Special Payments	0	0	0	0	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	317,836	263,181	391,000	390,000	(1,000)	- 0%
Transfer Out	0	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**318,036**	**263,381**	**391,300**	**390,700**	**(600)**	**- 0%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Materials & Services							
Indirect Cost Allocation	82-3210	200	200	300	700	400	133%
Misc Other Charges	82-3212	0	0	0	0	0	0%
Materials & Services Totals:		**200**	**200**	**300**	**700**	**400**	**133%**
Capital Outlay							
Automotive Equipment	82-4200	317,836	263,181	391,000	390,000	(1,000)	- 0%
Capital Outlay Totals:		**317,836**	**263,181**	**391,000**	**390,000**	**(1,000)**	**- 0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	0	0	0	0%
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**318,036**	**263,381**	**391,300**	**390,700**	**(600)**	**1.00**

CLATSOP COUNTY
EQUIPMENT REPLACEMENT REQUESTS
FISCAL YEAR 2016-17
Revised: 6/17/16

	Account Number	Requested	Proposed	Approved	Adopted	2018	2019	2020	2021	2022
Equipment Replacement Fund										
Hooklift Truck System	82-4200	150,000	150,000	150,000	150,000					
Dump Truck - Jewell	82-4200	180,000	180,000	180,000	180,000					
1 Ton Diesel Pick-up	82-4200	50,000	50,000	50,000	50,000					
Electronic Message Board	82-4200	10,000	10,000	10,000	10,000					
10-12 Yard Dump Truck	82-4200	-	-	-	-	180,000				
Hook Lift Sander	82-4200	-	-	-	-	10,000				
Chopper	82-4200	-	-	-	-	150,000				
Flat Bed P/U	82-4200	-	-	-	-	50,000				
Chip Spreader	82-4200	-	-	-	-	-	150,000			
Flat Bed P/U	82-4200	-	-	-	-	-	50,000			
Vactor Truck/Hooklift	82-4200	-	-	-	-	-	200,000			
Loader	82-4200	-	-	-	-	-	150,000			
P/U Truck	82-4200	-	-	-	-	-	-	30,000		
Gradall	82-4200	-	-	-	-	-	-	250,000		
Subtotal Equipment Replacement		**390,000**	**390,000**	**390,000**	**390,000**	**390,000**	**550,000**	**280,000**	**-**	**-**
GRAND TOTALS		**390,000**	**390,000**	**390,000**	**390,000**	**390,000**	**550,000**	**280,000**	**-**	**-**

Hooklift Truck System

Department Priority:	1
Location:	Public Works Department
Link to Other Project(s):	
Description:	This is a hooklift system that hooks to a truck chassis to hold attachments. The attachments enable the truck to perform multiple functions. This purchase is for the hooklift and 4 attachments: water tank, dump box, brush box and flatbed.
Justification:	This will replace the water truck #224. This system allows one vehicle to perform many functions, which decreases the amount of equipment needed, and increases efficiency and productivity. It enables an operator to change attachments without leaving the cab, reducing labor costs. The Department's truck #267 will be used as the chassis for the system, so a new vehicle wont' be needed. Additional attachment purchases of a sander, vactor and hydroseeder are planned for the future.
Alternatives:	Replace the water truck #224 with another water truck which would be more expensive than the hooklift or retrofit #267 as a water truck. Neither of these alternatives would have the flexibility to perform any other function than as a water truck.
Operating Impact:	Net zero, this truck is replacing an older truck and with the increased functionality will increase efficiencies and productivity.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	150,000	150,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**150,000**	**150,000**

Jewell Dump Truck

Department Priority:	2
Location:	Public Works Department
Link to Other Project(s):	
Description:	Dump Truck for Jewell Road District
Justification:	This dump truck is to replace #267 which will be modified to carry the hook lift system. This dump truck is an essential part of road operations, allowing the hauling of materials, and sanding and plowing capabilities. The new truck will be an updated design that will be more efficient for brushing and hauling operations.
Alternatives:	Do not purchase the hook lift system and leave this vehicle in the fleet as a dump truck.
Operating Impact:	Net zero, this truck is replacing an older truck and with the increased functionality will increase efficiencies and productivity.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	180,000	180,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**180,000**	**180,000**

Pickup for Jewell Road District

Department Priority:	3
Location:	Public Works Department
Link to Other Project(s):	
Description:	F350 1 Ton Diesel Pickup
Justification:	This will replace #278 pickup that is a 2009 and has 110,000 miles. The current pickup has very poor gas mileage, especially when towing and has needed a lot of repairs in the last 2 years. The #278 will be used by the County Surveyor, who will pay the Road rental rate for the hours he uses it. The new pickup will be able to tow the mini excavator and will be a diesel with better gas mileage.
Alternatives:	Do not replace equipment #278.
Operating Impact:	Net zero, this is replacing an older vehicle.
Request Type:	⦿ Replacement ○ Addition
Request Category:	○ Building ○ Land ⦿ Automotive ○ Office Equipment ○ Computer ○ Other

Unit Quantity:	1	Total
Unit Cost:	50,000	50,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**50,000**	**50,000**

Electronic Message Board

Department Priority:	4
Location:	Public Works Department
Link to Other Project(s):	
Description:	Electronic Message Board
Justification:	This lighted LED message board will be used to notify the public of road projects, detours and emergency situations. This sign will have much greater visibility than the current unlighted signs and will be a definite safety enhancement. It will provide greater safety to the employees in the work zone when used on projects.
Alternatives:	Continue with current system of unlighted stationary signs.
Operating Impact:	None
Request Type:	○ Replacement ⦿ Addition
Request Category:	○ Building ○ Land ○ Automotive ○ Office Equipment ○ Computer ⦿ Other

Unit Quantity:	1	Total
Unit Cost:	10,000	10,000
Installation Fee:	0	0
Trade in Credit:	0	0
Net Cost:	**10,000**	**10,000**

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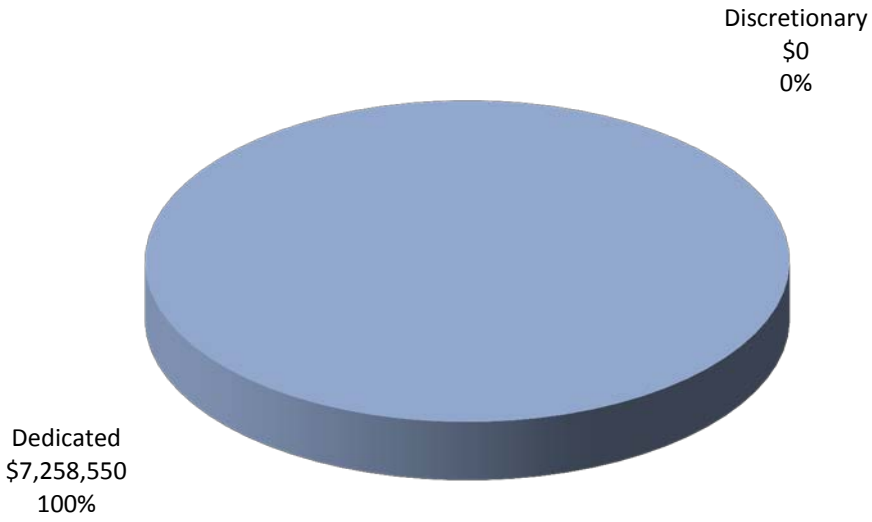
Clatsop County Functions/Programs Budget
Clatsop County Service Districts 2016-2017
Total $7,258,550



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 appropriations 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 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, $865,712 for 2014-15 and a forecasted amount of $1,100,580 for 2015-16 and 2016-17 is forecast at $898,220. Other revenue lines remain stable with minimal increases. This year's year-to-year deficit is $257,670, while this is an improvement over the $500,000 deficits we were running it is a substantial increase over the $67,300 deficit we were projecting for 2015/16. The forecasted beginning fund balance for 2016-17 is $1,987,560, which is a relatively stable amount.

The component budgets, Criminal and Support Divisions, have modest increases in Personnel Services due to normal cost of living increases. The primary reason for the increase in Materials and Services is due to a $48,000 increase in Dispatch Services which is due to their increased personnel services costs and the Sheriff's Office increased share of the call load. The RLED share of the Marine Division remains stable at $26,000. The Sheriff's Office will replace a total of five vehicles. The RLED will replace three, and Special Projects will replace two.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	2,114,284	2,050,971	2,016,270	1,987,560	(28,710)	- 0%
Property Taxes Current Yr	1,276,913	1,308,993	1,316,960	1,341,350	24,390	0%
Property Taxes Prior Year	62,521	57,786	55,000	50,000	(5,000)	- 0%
GP Reserve Revenue	5,706	5,710	0	5,660	5,660	0%
SIP-06-02 Taxes	119,704	110,634	90,500	90,500	0	0%
Land Sales	3,591	818	0	0	0	0%
Interest On Investments	14,015	12,926	14,000	14,200	200	0%
Timber Sales	865,225	865,712	1,245,500	898,220	(347,280)	- 0%
Rev. Refunds & Reim.	0	1,000	0	0	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Equip. Auction & Sales	0	0	0	0	0	0%
Insurance Loss Proceeds	0	0	0	0	0	0%
Transfer from Bond Reserve Fun	119,600	547	0	0	0	0%
Total Revenue:	**4,581,559**	**4,415,098**	**4,738,230**	**4,387,490**	**(350,740)**	**- 7%**
Total Unappropriated Budget:	**2,050,971**	**2,071,529**	**1,707,540**	**1,473,350**	**(234,190)**	**- 13%**
Total Budgeted Resources:	**2,530,588**	**2,343,569**	**3,030,690**	**2,914,140**	**(116,550)**	**- 3%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	1,103,530	1,117,160	13,630	1%
Personnel Benefits	1,790,832	1,692,342	733,990	715,370	(18,620)	- 2%
Material & Supplies	521,261	545,825	655,120	654,230	(890)	- 0%
Special Payments	0	26,000	26,000	26,000	0	0%
Debt Service	0	0	0	0	0	0%
Capital Outlay	106,594	79,402	281,800	138,000	(143,800)	- 51%
Transfer Out	111,900	0	0	0	0	0%
Contingency	0	0	230,250	263,380	33,130	14%
Total Expenditures:	**2,530,588**	**2,343,569**	**3,030,690**	**2,914,140**	**(116,550)**	**- 3%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Chief Deputy Sheriff	82-1110	0	0	28,350	29,040	690	2%
Sergeant	82-1116	0	0	240,400	244,300	3,900	1%
Support Div Supervisor	82-1117	0	0	6,740	6,910	170	2%
Special Detective	82-1177	0	0	68,390	70,050	1,660	2%
Staff Assistant	82-1191	0	0	67,970	69,650	1,680	2%
Deputy Sheriff SR	82-1515	0	0	229,910	273,370	43,460	18%
Deputy Sheriff	82-1520	0	0	267,420	219,270	(48,150)	- 18%
Resident Deputy	82-1521	0	0	194,350	204,570	10,220	5%
Extra Help - Dep. Sheriff	82-1915	0	0	35,700	35,700	0	0%
Extra Help - A.S. III	82-1940	0	0	6,500	6,500	0	0%
Overtime	82-1945	0	0	86,390	86,390	0	0%
F.I.C.A.	82-1950	0	0	95,960	97,870	1,910	1%
Retirement	82-1955	0	0	197,530	197,500	(30)	- 0%
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	216,420	204,670	(11,750)	- 5%
Dental Insurance	82-1965	0	0	27,610	24,950	(2,660)	- 9%
HSA Contribution	82-1966	0	0	28,160	26,060	(2,100)	- 7%
Benefits Admin Fees	82-1967	0	0	420	410	(10)	- 2%
Life/AD&D Insurance	82-1970	0	0	1,120	980	(140)	- 12%
Salary Continuation Insur	82-1972	0	0	1,690	1,580	(110)	- 6%
S.A.I.F.	82-1975	0	0	23,940	25,090	1,150	4%
Unemployment	82-1980	0	0	12,550	7,670	(4,880)	- 38%
Personal Services	82-1985	1,790,832	1,692,342	0	0	0	0%
Personnel Services Totals:		**1,790,832**	**1,692,342**	**1,837,520**	**1,832,530**	**(4,990)**	**- 0%**
Materials & Services							
Insurance	82-2200	25,220	48,089	48,090	62,380	14,290	29%
Software Maintenance	82-2265	0	0	0	0	0	0%
General Equipment	82-2268	3,466	19,053	20,000	10,000	(10,000)	- 50%
Maintenance S.I.G.	82-2300	49	167	20,000	10,000	(10,000)	- 50%
Membership Fees And Dues	82-2370	413	0	0	0	0	0%
Office Furniture & Equipment	82-2454	800	0	30,000	5,000	(25,000)	- 83%
LAN Equipment	82-2455	10,309	6,106	15,000	7,000	(8,000)	- 53%
Auditing And Accounting	82-2462	2,050	2,150	2,260	2,480	220	9%
Contractual Services	82-2471	0	0	0	8,000	8,000	100%
RLED Discretionary Programs	82-2482	4,607	4,771	7,500	10,000	2,500	33%
Ballistics Vests - RLED	82-2690	6,277	3,342	5,000	5,000	0	0%
Flash And Seed Money	82-2774	0	0	5,000	5,000	0	0%
Materials & Supplies	82-2967	387,720	385,030	421,770	451,270	29,500	6%
Indirect Cost Allocation	82-3210	74,800	71,400	72,500	78,100	5,600	7%
Misc Other Charges	82-3212	5,550	5,719	8,000	0	(8,000)	- 100%
Materials & Services Totals:		**521,261**	**545,825**	**655,120**	**654,230**	**(890)**	**- 0%**

Special Payments							
Special Payment to Marine Patr	82-3820	0	26,000	26,000	26,000	0	0%
Special Payments Totals:		**0**	**26,000**	**26,000**	**26,000**	**0**	**0%**
Capital Outlay							
Buildings	82-4108	0	0	120,000	0	(120,000)	- 100%
Automotive Equipment	82-4200	106,594	79,402	123,000	138,000	15,000	12%
Miscellaneous Equipment	82-4900	0	0	38,800	0	(38,800)	- 100%
Capital Outlay Totals:		**106,594**	**79,402**	**281,800**	**138,000**	**(143,800)**	**- 51%**
Transfers Out							
Trans To Drug Task Force	82-8115	82,900	0	0	0	0	0%
Trans To Marine Patrol	82-8120	29,000	0	0	0	0	0%
Transfers Out Totals:		**111,900**	**0**	**0**	**0**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	230,250	263,380	33,130	14%
Contingencies Totals:		**0**	**0**	**230,250**	**263,380**	**33,130**	**14%**
Total Expenditures:		**2,530,588**	**2,343,569**	**3,030,690**	**2,914,140**	**(116,550)**	**1.00**

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

Budgeted transfer of $4,263,250 to the Road Administration, Road Maintenance & Construction and Road Contingency organization units.

Budget Highlights

The Road District Fund is projecting a 17% decrease in revenues due to a lower beginning balance and lower projected timber revenues. This fund will transfer $725,100 to the Road Administration budget and $2,785,740 to the Road Contingency for a total of $3,510,840.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	158,720	513,347	466,960	136,140	(330,820)	- 0%
Property Taxes Current Yr	1,805,823	1,851,147	1,826,000	1,896,910	70,910	0%
Property Taxes Prior Year	88,404	81,742	80,000	80,000	0	0%
GP Reserve Revenue	8,070	8,076	0	0	0	0%
SIP-06-02 Taxes	169,305	156,477	128,000	128,000	0	0%
Land Sales	5,079	1,157	0	0	0	0%
Interest On Investments	2,666	2,810	3,500	2,000	(1,500)	- 0%
Timber Sales	1,223,581	1,224,270	1,761,350	1,270,250	(491,100)	- 0%
Total Revenue:	**3,461,647**	**3,839,025**	**4,265,810**	**3,513,300**	**(752,510)**	**- 17%**
Total Unappropriated Budget:	**513,347**	**749,875**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**2,948,300**	**3,089,150**	**4,265,810**	**3,513,300**	**(752,510)**	**- 17%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	5,200	2,350	2,560	2,460	(100)	- 3%
Special Payments	0	3,086,800	4,263,250	3,510,840	(752,410)	- 17%
Debt Service	0	0	0	0	0	0%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	2,943,100	0	0	0	0	0%
Contingency	0	0	0	0	0	0%
Total Expenditures:	**2,948,300**	**3,089,150**	**4,265,810**	**3,513,300**	**(752,510)**	**- 17%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	1,800	2,150	2,260	2,260	0	0%
Indirect Cost Allocation	82-3210	3,400	200	300	200	(100)	- 33%
Materials & Services Totals:		**5,200**	**2,350**	**2,560**	**2,460**	**(100)**	**- 3%**
Special Payments							
Special Payment to General Roa	82-3802	0	3,086,800	4,263,250	3,510,840	(752,410)	- 17%
Special Payments Totals:		**0**	**3,086,800**	**4,263,250**	**3,510,840**	**(752,410)**	**- 17%**
Transfers Out							
Transfer To General Road	82-8002	2,943,100	0	0	0	0	0%
Transfers Out Totals:		**2,943,100**	**0**	**0**	**0**	**0**	**0%**
Total Expenditures:		**2,948,300**	**3,089,150**	**4,265,810**	**3,513,300**	**(752,510)**	**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 91 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

Some changes were implemented to help alleviate ongoing PH problems at the sewer plant.

Budget Highlights

This year's budget has increases in the beginning balance of 55% and Contingency of 63%. Personnel Services are 4% higher due to COLA, and Materials and Services are 5% lower than last fiscal year. This fund needs to continue to increase Contingency to pay for future replacement costs and emergency repairs.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	13,685	26,051	34,890	53,790	18,900	0%
Interest On Investments	55	96	80	190	110	1%
Users Fees	74,000	77,276	70,000	70,000	0	0%
S.A.I.F. Reimbursement	176	205	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	545	0	0	0	0%
Total Revenue:	**87,917**	**104,172**	**104,970**	**123,980**	**19,010**	**18%**
Total Unappropriated Budget:	**26,051**	**47,426**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**61,866**	**56,746**	**104,970**	**123,980**	**19,010**	**18%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	8,646	9,216	10,930	11,470	540	4%
Personnel Benefits	1,207	1,266	1,490	1,500	10	0%
Material & Supplies	38,454	36,708	49,070	46,950	(2,120)	- 4%
Special Payments	1,222	2,289	2,160	2,010	(150)	- 6%
Debt Service	6,336	5,266	5,420	5,570	150	2%
Capital Outlay	0	0	0	0	0	0%
Transfer Out	6,000	2,000	2,000	2,000	0	0%
Contingency	0	0	33,900	54,480	20,580	60%
Total Expenditures:	**61,866**	**56,746**	**104,970**	**123,980**	**19,010**	**18%**

Staffing Summary

Authorized Personnel	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	FTE Change Adopted	% Change Adopted
Sewer System Opr	0.35	0.26	0.26	0.26	0.00	0%
Total Personnel:	**0.35**	**0.26**	**0.26**	**0.26**	**0.00**	**0%**

Measures

Unit of Measure Description		Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of septic tanks	Count	0	90	91	91	91	91
Number of requests for pumping full tanks	Count	0	1	1	1	1	1
Monthly residential sewer rate	Count	0	37	39	39	39	39
Percent of tanks that are checked annually	Percent	0%	35%	35%	4%	14%	14%
Ratio of sewer bills 60 days past due to total	Percent	0%	10%	12%	10%	10%	9%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Sewer System Opr	82-1710	8,646	9,216	10,930	11,470	540	4%
F.I.C.A.	82-1950	661	705	840	880	40	4%
Retirement	82-1955	0	15	0	0	0	0%
Salary Continuation Insur	82-1972	0	0	0	0	0	0%
S.A.I.F.	82-1975	545	546	540	550	10	1%
Unemployment	82-1980	0	0	110	70	(40)	- 36%
Personnel Services Totals:		**9,853**	**10,483**	**12,420**	**12,970**	**550**	**4%**
Materials & Services							
Banking Svcs Fee	82-2002	2	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(2)	0	0	0	0	0%
Insurance	82-2200	2,224	5,261	5,260	3,210	(2,050)	- 38%
License And Permit Fees	82-2240	2,916	2,997	4,110	3,590	(520)	- 12%
Maintenance - Equipment	82-2260	70	135	1,000	1,000	0	0%
Maintenance S.I.G.	82-2300	36	48	500	4,000	3,500	700%
Office Supplies	82-2410	135	11	100	100	0	0%
Postage And Freight	82-2419	334	347	400	400	0	0%
Prof And Spec Services	82-2450	8,610	7,949	10,600	10,600	0	0%
Contractual Engineering	82-2452	0	0	0	0	0	0%
Auditing And Accounting	82-2462	1,840	1,940	2,040	2,050	10	0%
Administrative Costs	82-2473	5,000	5,000	5,000	5,000	0	0%
Publi. And Legal Notices	82-2600	25	39	100	300	200	200%
Chemicals	82-2844	423	182	200	1,000	800	400%
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	5,322	3,350	10,000	5,500	(4,500)	- 45%
Road Department Services	82-2959	1,478	1,307	1,500	2,000	500	33%
Utilities	82-2960	4,043	3,842	3,560	4,000	440	12%
Refunds and Returns	82-3204	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	6,000	4,300	4,700	4,200	(500)	- 10%
Materials & Services Totals:		**38,454**	**36,708**	**49,070**	**46,950**	**(2,120)**	**- 4%**
Special Payments							
Interest Expense	82-2648	1,180	2,250	2,100	1,950	(150)	- 7%
Property Taxes	82-3800	42	39	60	60	0	0%
Special Payments Totals:		**1,222**	**2,289**	**2,160**	**2,010**	**(150)**	**- 6%**
Debt Service							
Loan Paydown	82-2646	6,336	5,266	5,420	5,570	150	2%
Loan Interest	82-2647	0	0	0	0	0	0%
Debt Service Totals:		**6,336**	**5,266**	**5,420**	**5,570**	**150**	**2%**
Transfers Out							
Trans To Westport Equip	82-8386	6,000	2,000	2,000	2,000	0	0%

Transfers Out Totals:		**6,000**	**2,000**	**2,000**	**2,000**	**0**	**0%**
Contingencies							
Appropriation For Contin.	82-9900	0	0	33,900	54,480	20,580	60%
Contingencies Totals:		**0**	**0**	**33,900**	**54,480**	**20,580**	**60%**
Total Expenditures:		**61,866**	**56,746**	**104,970**	**123,980**	**19,010**	**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

Some changes to the plant were completed to address ph problems.

Budget Highlights

This year's beginning balance is 23% higher than last year. Expenses will be 8% higher this year due to ongoing expenses to correct ph problems and Contingency will grow by 34%.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	61,077	63,502	45,640	56,880	11,240	0%
Georgia Pacific	0	0	0	0	0	0%
Interest On Investments	343	325	300	300	0	0%
Rev. Refunds & Reim.	0	0	0	0	0	0%
Trans From Westport Sewer	6,000	2,000	2,000	2,000	0	0%
Total Revenue:	**67,420**	**65,827**	**47,940**	**59,180**	**11,240**	**23%**
Total Unappropriated Budget:	**63,502**	**58,252**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**3,918**	**7,575**	**47,940**	**59,180**	**11,240**	**23%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	3,918	7,575	20,300	22,000	1,700	8%
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	27,640	37,180	9,540	34%
Total Expenditures:	**3,918**	**7,575**	**47,940**	**59,180**	**11,240**	**23%**

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
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	1,661	2,418	5,000	6,200	1,200	24%
Prof And Spec Services	82-2450	0	0	0	300	300	100%
Contractual Services	82-2471	1,957	4,957	15,000	15,000	0	0%
Indirect Cost Allocation	82-3210	300	200	300	500	200	66%
Materials & Services Totals:		**3,918**	**7,575**	**20,300**	**22,000**	**1,700**	**8%**
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	27,640	37,180	9,540	34%
Contingencies Totals:		**0**	**0**	**27,640**	**37,180**	**9,540**	**34%**
Total Expenditures:		**3,918**	**7,575**	**47,940**	**59,180**	**11,240**	**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.
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.
Business & Tourism Economic Development develops programs that promote local economic stability in communities that rely on tourism activities/revenues.

Major Accomplishments

4-H maintained strong 4-H clubs with 992 youth participating. The program had 128 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 140 activities & meetings, 10,177 client contacts, over 53,000 media contacts, and 3,969 newsletters distributed to 4-H households through mail and e-mail, and 15,120 volunteer service hours were generated by 4-H.

The Family and Community Health Department Last year, the Family and Community Health (FCH) Department staff made 4,753 direct contacts and 6,282 indirect contacts with Clatsop County residents through nutrition and gardening education. These numbers reflect the unit's changes in staff hours from .8 FTE to 1.8 and then returning to .8 during multiple transitions.
We continued to serve our community with nutrition and gardening education at four Clatsop schools across the county. We had 2,140 direct contacts and 2,534 indirect contacts with local students in school settings. In FY 2015, we began the school year with our week of Food Day events held at Seaside Heights, Hilda Lahti and Astor elementary schools. We reached over 1,000 K-6 graders and were featured in the Seaside Signal newspaper and 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 72 total training sessions for both counties (some providers travel between the two counties to receive training) and workshops for 56 child care providers in Clatsop County. 48 providers in Tillamook County. 48 community meetings, 15 presentations, 63 referrals to parents seeking child care in Clatsop. 33 referrals for Tillamook parents.

Forestry faculty: 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. Approximately 100 community leaders attend this event each year. FY16-17 the Extension Forester position will be relocated back to Clatsop County.

Agriculture staff trained 21 new Master Gardeners and maintained 41 Veteran Master Gardeners in all contributing 3,497 hours of volunteer service to Clatsop County.

Coastal Hazards programming in 2015 (.80 FTE) was driven largely by an article in the New Yorker magazine that generated considerable interest in Cascadia, and resulted in several presentations and media stories in Clatsop County and beyond. The greatest impact in terms of people reached was an Oregon Public Broadcasting television special called "Unprepared" and a companion interactive website by the same name. Over 240,000 viewers saw the program and about 250,000 visited the website.

County Leader: Primary outcomes in 2015 include: identifying OSU funds for a new Forestry agent and Fisheries agent, and exploring options for our District office space. We are bursting at the seams at our current location. I also worked with Rep. Boone and rep. Bonamici on crafting legislation in support of earthquake and tsunami education. I connected OSU researchers and students with local stakeholders in a project assessing the public involvement process associated with the siting of LNG facilities in Oregon, and facilitated a public presentation on the results at the Astoria Library.
A Clatsop County Extension Fisheries agent will begin work in Clatsop County in FY16-17.
Regional Tourism & Business Development Extension Faculty agent located on the south coast will provide services to Clatsop County to support economic development.

Performance Measures

Budget Highlights

As in the 2015-16 FY budget, 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:

- Total expense requested is $457,320 (a 1.33% increase from FY 2015-16)
- An operating contingency of $190,630. The Clatsop County OSU Extension office has acquired 2 new faculty positions from OSU and are looking to add more faculty and programs in the future. Plans for use of contingency funds include expansion of facilities in either existing space or alternative space.
- Revenues totaling $647,950 (a 5.73% increase from FY 2015-16)

Oregon State University currently funds 4 Extension faculty (4-H, Coastal Hazards Specialist, Childcare Resource & Referral and Family Community Health) and 3 Educational Program Assistants (Master Gardener, Child Care Resource & Referral and Family Community Health). In FY 2016-17 two new Extension faculty funded by OSU will be housed in the Clatsop County Extension office; Extension Forester and Sea Grant Fisheries Faculty. The local budget requested of $457,320 includes personnel expenses for 3.15 FTE support staff (admin & 4-H program assistant), operational funds (facilities, utilities, other administrative costs) and local programming funds to deliver Extension programs, research and education throughout Clatsop County. In FY 2016-17 the OSU Extension office will house a total of 6 Faculty and 7 supporting staff delivering Extension programming in 4-H, Home Horticulture, Forestry, Fisheries, Family Community Health, Childcare Resource & Referral and Coastal Hazards & Tsunami/Earthquake Preparedness. A regional Tourism and Business Development Extension Faculty agent located on the south coast will provide services & programming in Clatsop County to support economic development.

Funding Sources

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change Adopted	% Change Adopted
Beginning Balance	331,458	113,207	180,620	191,730	11,110	0%
Property Taxes Current Yr	221,104	227,637	275,960	285,960	10,000	0%
Property Taxes Prior Year	10,586	9,886	7,000	7,000	0	0%
GP Reserve Revenue	988	994	1,000	1,000	0	0%
SIP-06-02 Taxes	8,598	7,946	6,500	6,500	0	0%
Land Sales	622	142	0	0	0	0%
West Oregon Severance Tax	0	0	0	0	0	0%
Interest On Investments	1,604	1,115	1,500	1,000	(500)	- 0%
Timber Sales	64,215	64,252	92,430	66,660	(25,770)	- 0%
S.A.I.F. Reimbursement	106	117	100	100	0	0%
Rev. Refunds & Reim.	391	184,557	26,670	65,000	38,330	1%
Admin Services Fees	0	0	0	0	0	0%
Contracted Services	0	0	0	0	0	0%
OFNP Project	0	0	0	0	0	0%
MG Ag Grant	0	0	0	0	0	0%
NCFW Project	0	0	0	0	0	0%
Workshop	0	0	1,000	3,000	2,000	2%
Misc. Grants, Etc	0	0	20,000	20,000	0	0%
Miscellaneous Revenue	0	0	0	0	0	0%
Equip. Auction & Sales	0	0	0	0	0	0%
Total Revenue:	**639,671**	**609,852**	**612,780**	**647,950**	**35,170**	**5%**
Total Unappropriated Budget:	**113,207**	**191,732**	**0**	**0**	**0**	**0%**
Total Budgeted Resources:	**526,464**	**418,120**	**612,780**	**647,950**	**35,170**	**5%**

Expenditures

Departmental Revenue Account Name	Actual 2013-2014	Actual 2014-2015	Budget 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Salary & Wages	0	0	0	0	0	0%
Personnel Benefits	0	0	0	0	0	0%
Material & Supplies	526,464	418,120	451,300	457,320	6,020	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	161,480	190,630	29,150	18%
Total Expenditures:	**526,464**	**418,120**	**612,780**	**647,950**	**35,170**	**5%**

Measures

Unit of Measure Description	Actual 2011-2012	Actual 2012-2013	Actual 2013-2014	Actual 2014-2015	Projected 2015-2016	Budget 2016-2017
Number of Programs, workshops, client meetings	1,565	1,402	1,419	1,513	1,540	1,600
Number of clientele contacts	43,784	55,317	55,402	56,339	53,219	53,500
Newsletter distributed	10,480	12,093	11,897	12,013	12,022	12,100
Number of volunteers managed	445	395	416	472	461	475
Number of 4-H Club members	513	478	513	920	992	1000
Extension volunteer service hours generated	29,860	23,272	24,413	26,112	24,913	25,000
Number of in-school enrichment & other program participation 4-H/non-4-H members	712	2,769	2,638	2,892	5,666	5,700
New publications produced	12	26	21	17	13	15
Total value of 4-H livestock auctioned at fair	$161,712	$180,103	$187,210	$226,804	$351,320	$355,000
4-H Projects exhibited at fair	2,639	1,885	1,910	2,089	1,442	1,500
Average teaching effectiveness from evaluations (scale of 1-6; 6 being best)	4.1	5.7	5.8	5.8	5.8	6.0
Percentage of program participants adopting practices taught	83%	84%	85%	86%	86%	95%

Summary

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Adopted 2016-2017	$ Change 2016-2017	% Change 2016-2017
Personnel Services							
Staff Assistant	82-1191	0	0	0	0	0	0%
Office Specialist	82-1240	0	0	0	0	0	0%
Admin Support III	82-1860	0	0	0	0	0	0%
Program Assistant	82-1872	0	0	0	0	0	0%
FCD Program Assistant	82-1878	0	0	0	0	0	0%
FCH Instructor	82-1879	0	0	0	0	0	0%
Food Systems Coordinator	82-1880	0	0	0	0	0	0%
Extra Help - Prog Aides	82-1932	0	0	0	0	0	0%
Overtime	82-1945	0	0	0	0	0	0%
F.I.C.A.	82-1950	0	0	0	0	0	0%
Retirement	82-1955	0	0	0	0	0	0%
Retirement Bond Payment	82-1958	0	0	0	0	0	0%
Medical/Dental Ins	82-1960	0	0	0	0	0	0%
Life Insurance	82-1970	0	0	0	0	0	0%
Salary Continuation Insur	82-1972	0	0	0	0	0	0%
S.A.I.F.	82-1975	0	0	0	0	0	0%
Unemployment	82-1980	0	0	0	0	0	0%
Vacation/Sick Payout	82-1984	0	0	0	0	0	0%
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0%**
Materials & Services							
Banking Svcs Fee	82-2002	26	0	0	0	0	0%
Banking Svcs Credit Adj.	82-2003	(27)	0	0	0	0	0%
Telephones	82-2070	0	0	0	0	0	0%
Network/E-mail Access	82-2080	0	0	0	0	0	0%
Grant Expenses	82-2139	0	0	0	0	0	0%
Program Supplies	82-2140	0	0	0	0	0	0%
Custodial Services	82-2161	0	0	0	0	0	0%
Insurance	82-2200	0	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	0	0	0	0	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	0	0	0	0%
Printing And Reproduction	82-2425	0	0	0	0	0	0%
Office Furniture & Equipment	82-2454	0	0	0	0	0	0%
LAN Equipment	82-2455	0	0	0	0	0	0%
Auditing And Accounting	82-2462	0	0	0	0	0	0%
Contract Personnel	82-2470	0	0	0	0	0	0%

Contractual Services	82-2471	526,465	418,120	451,300	457,320	6,020	1%
Administrative Costs	82-2473	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	0	0	0	0	0%
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0%
Special Projects	82-2881	0	0	0	0	0	0%
Vehicle Maintenance & Use	82-2923	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%
County Fair Expense	82-3205	0	0	0	0	0	0%
Indirect Cost Allocation	82-3210	0	0	0	0	0	0%
Materials & Services Totals:		**526,464**	**418,120**	**451,300**	**457,320**	**6,020**	**1%**
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	0	0	0	0	0	0%
Special Payments Totals:		**0**	**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	161,480	190,630	29,150	18%
Contingencies Totals:		**0**	**0**	**161,480**	**190,630**	**29,150**	**18%**
Total Expenditures:		**526,464**	**418,120**	**612,780**	**647,950**	**35,170**	**1.00**

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Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
Public Health Director	82-1086	0	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	0	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	0	0	0	0	0	0	0
Retirement	82-1955	0	0	0	0	0	0	0
Retirement Bond Payment	82-1958	0	0	0	0	0	0	0
Medical/Dental Ins	82-1960	0	0	0	0	0	0	0
Life Insurance	82-1970	0	0	0	0	0	0	0
Salary Continuation Insur	82-1972	0	0	0	0	0	0	0
S.A.I.F.	82-1975	0	0	0	0	0	0	0
Unemployment	82-1980	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Medical Supplies	82-2345	0	0	0	0	0	0	0
Membership Fees And Dues	82-2370	0	0	0	0	0	0	0
Office Supplies	82-2410	0	0	0	0	0	0	0
Books And Periodicals	82-2413	0	0	0	0	0	0	0
Postage And Freight	82-2419	0	0	0	0	0	0	0
Printing And Reproduction	82-2425	0	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	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Special Payments								
Client Services	82-2499	0	0	0	0	0	0	0
Special Payments Totals:		**0**	**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:		**0**	**0**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
Public Health Nurse	82-1205	0	0	0	0	0	0	0
Public Health Nurse II	82-1209	0	0	0	0	0	0	0
Overtime	82-1945	0	0	0	0	0	0	0
F.I.C.A.	82-1950	0	0	0	0	0	0	0
Retirement	82-1955	0	0	0	0	0	0	0
Retirement Bond Payment	82-1958	0	0	0	0	0	0	0
Medical/Dental Ins	82-1960	0	0	0	0	0	0	0
Medical Insurance	82-1964	0	0	0	0	0	0	0
Life Insurance	82-1970	0	0	0	0	0	0	0
Salary Continuation Insur	82-1972	0	0	0	0	0	0	0
S.A.I.F.	82-1975	0	0	0	0	0	0	0
Unemployment	82-1980	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
OCHIN Billing Fees	82-2225	0	0	0	0	0	0	0
Medical Supplies	82-2345	0	0	0	0	0	0	0
Membership Fees And Dues	82-2370	0	0	0	0	0	0	0
Office Supplies	82-2410	0	0	0	0	0	0	0
Postage And Freight	82-2419	0	0	0	0	0	0	0
Printing And Reproduction	82-2425	0	0	0	0	0	0	0
Administration	82-2475	0	0	0	0	0	0	0
Lab Services	82-2503	0	0	0	0	0	0	0
World AIDS Day Grant	82-2510	0	0	0	0	0	0	0
Educational Materials	82-2777	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	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**0**	**0**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
Public Health Director	82-1086	0	0	0	0	0	0	0
Clinical Manager	82-1095	0	0	0	0	0	0	0
Accountant I	82-1850	0	0	0	0	0	0	0
Admin. Support IV	82-1854	0	0	0	0	0	0	0
Health Promotion Specialist	82-1873	0	0	0	0	0	0	0
F.I.C.A.	82-1950	0	0	0	0	0	0	0
Retirement	82-1955	0	0	0	0	0	0	0
Retirement Bond Payment	82-1958	0	0	0	0	0	0	0
Medical/Dental Ins	82-1960	0	0	0	0	0	0	0
Medical Insurance	82-1964	0	0	0	0	0	0	0
Life/AD&D Insurance	82-1970	0	0	0	0	0	0	0
Salary Continuation Insur	82-1972	0	0	0	0	0	0	0
S.A.I.F.	82-1975	0	0	0	0	0	0	0
Unemployment	82-1980	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Telephones	82-2070	0	0	0	0	0	0	0
Program Supplies	82-2140	0	0	0	0	0	0	0
Facilities Rental	82-2143	0	0	0	0	0	0	0
B&G Shop	82-2330	0	0	0	0	0	0	0
Membership Fees And Dues	82-2370	0	0	0	0	0	0	0
Office Supplies	82-2410	0	0	0	0	0	0	0
Books And Periodicals	82-2413	0	0	0	0	0	0	0
Postage And Freight	82-2419	0	0	0	0	0	0	0
Printing And Reproduction	82-2425	0	0	0	0	0	0	0
Prof And Spec Services	82-2450	0	0	0	0	0	0	0
Office Furniture & Equipment	82-2454	0	0	0	0	0	0	0
PC Equipment	82-2455	0	0	0	0	0	0	0
Contractual Services	82-2471	0	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
Meetings/ Hosting	82-2750	0	0	0	0	0	0	0
Educational Materials	82-2777	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	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**0**	**0**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
Juvenile Detention Supervisor	82-1078	25,515	0	0	0	0	0	0
Juvenile Detention Worker	82-1470	126,295	0	0	0	0	0	0
Extra Help	82-1941	26,969	0	0	0	0	0	0
Overtime	82-1945	9,958	0	0	0	0	0	0
F.I.C.A.	82-1950	13,962	0	0	0	0	0	0
Retirement	82-1955	20,413	0	0	0	0	0	0
Retirement Bond Payment	82-1958	16,580	0	0	0	0	0	0
Medical/Dental Ins	82-1960	0	0	0	0	0	0	0
Medical Waiver	82-1963	0	0	0	0	0	0	0
Medical Insurance	82-1964	48,082	0	0	0	0	0	0
Dental Insurance	82-1965	4,141	0	0	0	0	0	0
HSA Contribution	82-1966	2,000	0	0	0	0	0	0
Benefits Admin Fees	82-1967	84	0	0	0	0	0	0
Life Insurance	82-1970	262	0	0	0	0	0	0
Salary Continuation Insur	82-1972	292	0	0	0	0	0	0
S.A.I.F.	82-1975	3,588	0	0	0	0	0	0
Unemployment	82-1980	2,606	0	0	0	0	0	0
Personnel Services Totals:		**300,747**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Banking Svcs Fee	82-2002	48	0	0	0	0	0	0
Banking Svcs Credit Adj.	82-2003	(51)	0	0	0	0	0	0
Food	82-2130	0	0	0	0	0	0	0
Program Activity	82-2142	767	0	0	0	0	0	0
Jail Supplies	82-2162	2,280	0	0	0	0	0	0
License And Permit Fees	82-2240	0	0	0	0	0	0	0
Maintenance - Equipment	82-2260	0	0	0	0	0	0	0
Med., Dent., & Lab Supp.	82-2340	628	0	0	0	0	0	0
Office Supplies	82-2410	188	0	0	0	0	0	0
Books And Periodicals	82-2413	1,674	0	0	0	0	0	0
Postage And Freight	82-2419	319	0	0	0	0	0	0
Printing And Reproduction	82-2425	401	0	0	0	0	0	0
PC Equipment	82-2455	0	0	0	0	0	0	0
Contractual Services	82-2471	79,807	0	0	0	0	0	0
Med., Dent., & Lab Ser.	82-2504	157	0	0	0	0	0	0
Publi. And Legal Notices	82-2600	0	0	0	0	0	0	0
Vehicle Maintenance & Use	82-2923	699	0	0	0	0	0	0
Education And Training	82-2928	359	0	0	0	0	0	0
Reimbursed Travel Expense	82-2930	1,210	0	0	0	0	0	0
Program Services	82-3040	17,500	0	0	0	0	0	0
Mindfulness Grant	82-3045	2,761	0	0	0	0	0	0
Indirect Cost Allocation	82-3210	33,825	0	0	0	0	0	0
Materials & Services Totals:		**142,572**	**0**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Transfers Out								
Trans to Other Funds	82-8165	0	38,441	0	0	0	0	0
Transfers Out Totals:		**0**	**38,441**	**0**	**0**	**0**	**0**	**0**
Contingencies								
Appropriation For Contin.	82-9900	0	0	0	0	0	0	0
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**443,320**	**38,441**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
Juvenile Director	82-1074	0	0	0	0	0	0	0
CCF Coordinator	82-1185	0	0	0	0	0	0	0
Staff Assistant	82-1191	0	0	0	0	0	0	0
Parent Educators	82-1884	0	0	0	0	0	0	0
F.I.C.A.	82-1950	0	0	0	0	0	0	0
Retirement	82-1955	0	0	0	0	0	0	0
Retirement Bond Payment	82-1958	0	0	0	0	0	0	0
Medical/Dental Ins	82-1960	0	0	0	0	0	0	0
Life Insurance	82-1970	0	0	0	0	0	0	0
Salary Continuation Insur	82-1972	0	0	0	0	0	0	0
S.A.I.F.	82-1975	0	0	0	0	0	0	0
Unemployment	82-1980	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Telephones	82-2070	0	0	0	0	0	0	0
Program Supplies	82-2140	0	0	0	0	0	0	0
Program Activity	82-2142	0	0	0	0	0	0	0
Membership Fees And Dues	82-2370	0	0	0	0	0	0	0
Office Supplies	82-2410	0	0	0	0	0	0	0
Books And Periodicals	82-2413	0	0	0	0	0	0	0
Postage And Freight	82-2419	0	0	0	0	0	0	0
Printing And Reproduction	82-2425	0	0	0	0	0	0	0
Office Furniture & Equipment	82-2454	0	0	0	0	0	0	0
Contractual Services	82-2471	0	0	0	0	0	0	0
Contractual Services-Temp Help	82-2492	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
Miscellaneous Expense	82-2929	0	0	0	0	0	0	0
Reimbursed Travel Expense	82-2930	0	0	0	0	0	0	0
My Future My Choice Expenses	82-2980	0	0	0	0	0	0	0
Parenting Education	82-3111	0	0	0	0	0	0	0
Refunds and Returns	82-3204	0	0	0	0	0	0	0
Indirect Cost Allocation	82-3210	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Special Payments								
State Payback	82-3038	0	0	0	0	0	0	0
CADY Mentoring	82-3050	0	0	0	0	0	0	0
Suicide Prevention	82-3052	0	0	0	0	0	0	0
NCCIS Mentoring	82-3059	0	0	0	0	0	0	0
Child Care Improvement	82-3065	0	0	0	0	0	0	0
Friendly PEERsusion Grant	82-3068	0	0	0	0	0	0	0

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Healthy Families	82-3076	0	0	0	0	0	0	0
AmeriCorp HOPE	82-3098	0	0	0	0	0	0	0
Strengthening Families	82-3113	0	0	0	0	0	0	0
Healing Circle	82-3118	0	0	0	0	0	0	0
Parenting - 3 yrs	82-3120	0	0	0	0	0	0	0
Casa Program	82-3122	0	0	0	0	0	0	0
Natural Helpers	82-3125	0	0	0	0	0	0	0
WRC- FSCITS	82-3128	0	0	0	0	0	0	0
Unallocated Projects	82-3129	0	0	0	0	0	0	0
SEPR - ROXX	82-3146	0	0	0	0	0	0	0
Teen Parenting Prg.-Astoria	82-3152	0	0	0	0	0	0	0
Teen Parenting Prg.-Seaside	82-3153	0	0	0	0	0	0	0
Youth Recognition	82-3160	0	0	0	0	0	0	0
CAT Literacy Options	82-3187	0	0	0	0	0	0	0
WHS Tutoring	82-3188	0	0	0	0	0	0	0
WHS Fun Night	82-3189	0	0	0	0	0	0	0
Special Payments Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Transfers Out								
Trans to Other Funds	82-8165	0	8,791	0	0	0	0	0
Transfers Out Totals:		**0**	**8,791**	**0**	**0**	**0**	**0**	**0**
Contingencies								
Appropriation for Contin.	82-9900	0	0	0	0	0	0	0
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**0**	**8,791**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
Special Investigator	82-1176	67,701	0	0	0	0	0	0
Deputy Sheriff SR	82-1515	0	0	0	0	0	0	0
Overtime	82-1945	9,743	0	0	0	0	0	0
F.I.C.A.	82-1950	5,626	0	0	0	0	0	0
Retirement	82-1955	12,085	0	0	0	0	0	0
Retirement Bond Payment	82-1958	6,100	0	0	0	0	0	0
Medical/Dental Ins	82-1960	0	0	0	0	0	0	0
Medical Insurance	82-1964	17,008	0	0	0	0	0	0
Dental Insurance	82-1965	1,853	0	0	0	0	0	0
HSA Contribution	82-1966	2,000	0	0	0	0	0	0
Benefits Admin Fees	82-1967	46	0	0	0	0	0	0
Life Insurance	82-1970	56	0	0	0	0	0	0
Salary Continuation Insur	82-1972	72	0	0	0	0	0	0
S.A.I.F.	82-1975	1,522	0	0	0	0	0	0
Unemployment	82-1980	700	0	0	0	0	0	0
Personnel Services Totals:		**124,513**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Banking Svcs Fee	82-2002	12	0	0	0	0	0	0
Banking Svcs Credit Adj.	82-2003	(12)	0	0	0	0	0	0
Equipment Reimbursement	82-2039	0	0	0	0	0	0	0
Clothing And Uniform Exp.	82-2040	364	0	0	0	0	0	0
Telephones	82-2070	3,758	0	0	0	0	0	0
Insurance	82-2200	2,598	0	0	0	0	0	0
Maintenance - Equipment	82-2260	0	0	0	0	0	0	0
General Equipment	82-2268	909	0	0	0	0	0	0
Membership Fees And Dues	82-2370	0	0	0	0	0	0	0
Office Supplies	82-2410	23	0	0	0	0	0	0
Printing And Reproduction	82-2425	0	0	0	0	0	0	0
PC Equipment	82-2455	3,000	0	0	0	0	0	0
Contractual Services	82-2471	0	0	0	0	0	0	0
Publi. And Legal Notices	82-2600	0	0	0	0	0	0	0
Rts. & Lea. - S., I. & G.	82-2670	2,400	0	0	0	0	0	0
Investigative Supplies	82-2770	466	0	0	0	0	0	0
Flash And Seed Money	82-2774	5,000	0	0	0	0	0	0
Marijuana Eradication	82-2775	0	0	0	0	0	0	0
Vehicle Maintenance & Use	82-2923	1,676	0	0	0	0	0	0
Education And Training	82-2928	450	0	0	0	0	0	0
Reimbursed Travel Expense	82-2930	218	0	0	0	0	0	0
Indirect Cost Allocation	82-3210	19,200	0	0	0	0	0	0
Materials & Services Totals:		**40,061**	**0**	**0**	**0**	**0**	**0**	**0**
Capital Outlay								
Body Wire	82-4130	0	0	0	0	0	0	0

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Automotive Equipment	82-4200	0	0	0	0	0	0	0
Capital Outlay Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Transfers Out								
Transfer To General Fund	82-8001	0	40,300	10,000	0	0	0	0
Transfers Out Totals:		**0**	**40,300**	**10,000**	**0**	**0**	**0**	**0**
Contingencies								
Appropriation For Contin.	82-9900	0	0	0	0	0	0	0
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**164,574**	**40,300**	**10,000**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
NA	82-1000	0	0	0	0	0	0	0
Prevention Specialist	82-1883	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Contractual Services	82-2471	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Special Payments								
SE #66 Continum of Care	82-3112	0	0	0	0	0	0	0
SE #70 Prevention Srvcs	82-3180	0	0	0	0	0	0	0
Special Payments Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Transfers Out								
Trans to Other Funds	82-8165	0	0	0	0	0	0	0
Transfers Out Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**0**	**0**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
NA	82-1000	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Telephones	82-2070	0	0	0	0	0	0	0
Maintenance - Equipment	82-2260	0	0	0	0	0	0	0
Contractual Services	82-2471	0	0	0	0	0	0	0
Contractual Services-Temp Help	82-2492	0	0	0	0	0	0	0
Rts. & Lea. - S., I. & G.	82-2670	0	0	0	0	0	0	0
Indirect Cost Allocation	82-3210	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Special Payments								
Allocated To Cities	82-3132	0	0	0	0	0	0	0
Special Payments Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Transfers Out								
Transfer To General Fund	82-8001	0	4,709	0	0	0	0	0
Transfers Out Totals:		**0**	**4,709**	**0**	**0**	**0**	**0**	**0**
Contingencies								
Appropriation For Contin.	82-9900	0	0	0	0	0	0	0
Contingencies Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**0**	**4,709**	**0**	**0**	**0**	**0**	**0**

Line Item Budget Detail

Account Name	Account #	Actual 2013-2014	Actual 2014-2015	Adopted 2015-2016	Requested 2016-2017	Proposed 2016-2017	Approved 2016-2017	Adopted 2016-2017
Personnel Services								
NA	82-1000	0	0	0	0	0	0	0
Personnel Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Materials & Services								
Insurance	82-2200	0	0	0	0	0	0	0
Maintenance S.I.G.	82-2300	0	0	0	0	0	0	0
Prof And Spec Services	82-2450	0	0	0	0	0	0	0
Carlyle Apartments	82-2570	0	0	0	0	0	0	0
Utilities	82-2960	0	0	0	0	0	0	0
Indirect Cost Allocation	82-3210	0	0	0	0	0	0	0
Materials & Services Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Special Payments								
Property Taxes	82-3800	0	0	0	0	0	0	0
Special Payments Totals:		**0**	**0**	**0**	**0**	**0**	**0**	**0**
Transfers Out								
Trans to Other Funds	82-8165	0	4,966	0	0	0	0	0
Transfers Out Totals:		**0**	**4,966**	**0**	**0**	**0**	**0**	**0**
Total Expenditures:		**0**	**4,966**	**0**	**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