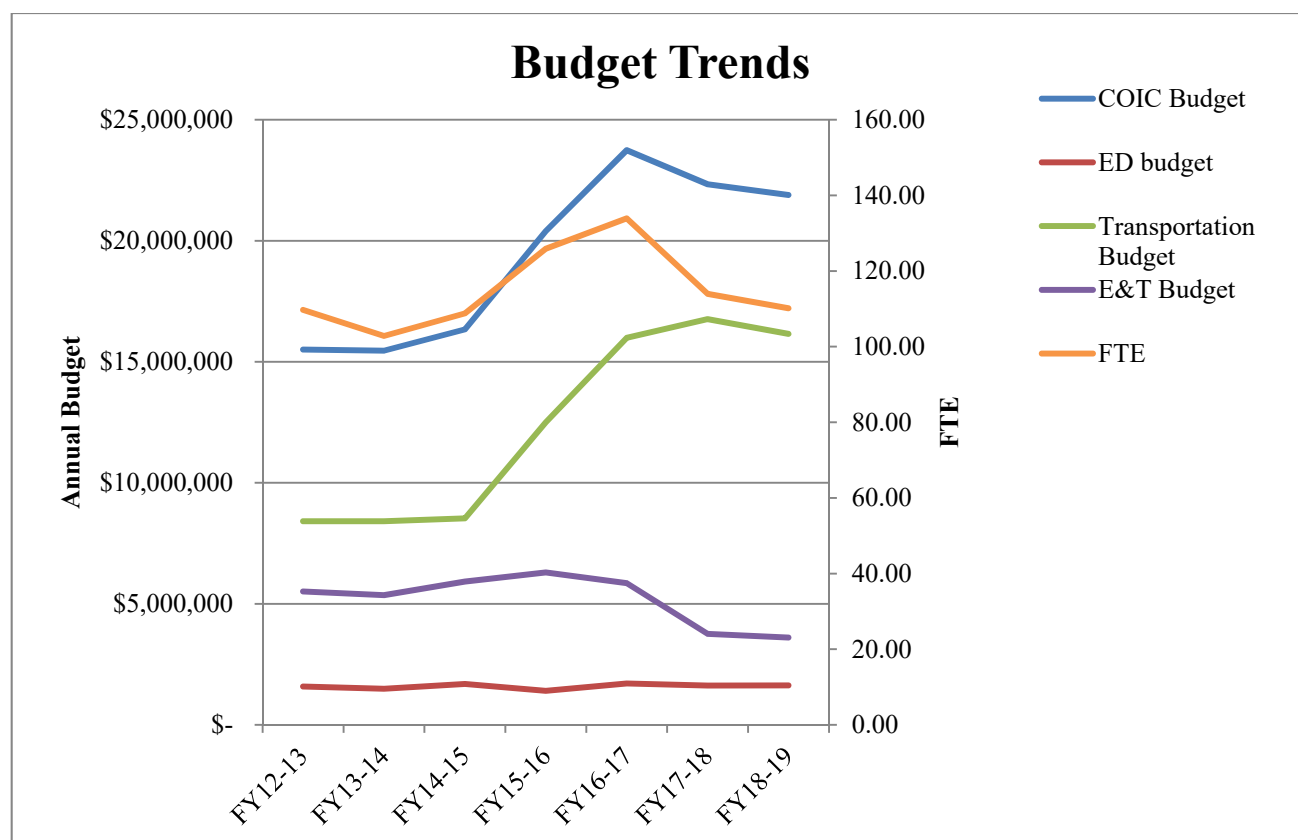


Central Oregon Intergovernmental Council 2018-2019 Budget Summary

The proposed 2018-2019 budget is balanced, and represents a slight decrease from the previous year's budget. COIC is proposing a \$21.8 million budget for 2018-2019. Following is a summary of the budget; the full budget document can be found on the COIC web site: <http://coic2.org/about/coic-board/>

1. Budget Trends

The COIC budget had been trending upwards over the past several years. Most of the growth can be attributed to the transportation department; a 30% increase to Bend's fixed route system was implemented in 2015, and an expansion to the community connector system was implemented in 2016. However this year's transportation budget is slightly down from the 2017-2018 budget. The decrease in the 2018-2019 transportation budget is primarily due to funding cuts, or grant expiration from Oregon Business Development Department, ODOT, the FTA and other funding sources.

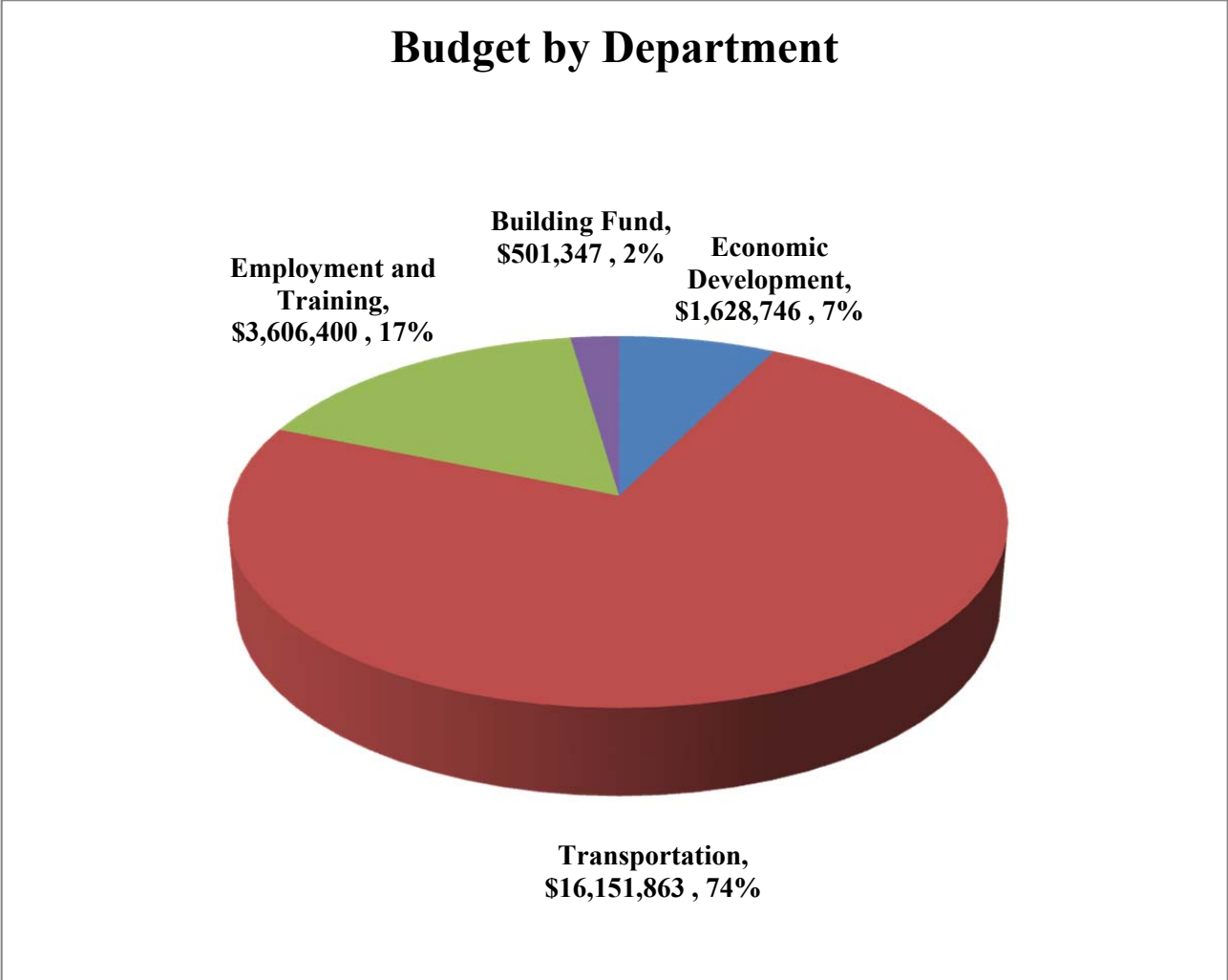


The Budget for the Economic Development Department is seeing a slight decrease in funding and expenses for the 2018-2019 fiscal year. The Employment and Training Department is budgeted to have slightly lower resources and FTE next year mostly due to funding cuts from WIOA and DHS.

Even though COIC is experiencing budget cuts for the fiscal year 2018-2019, through diligent work with our funders we believe we will be able to offer great service to Central Oregon while working with a conservative budget.

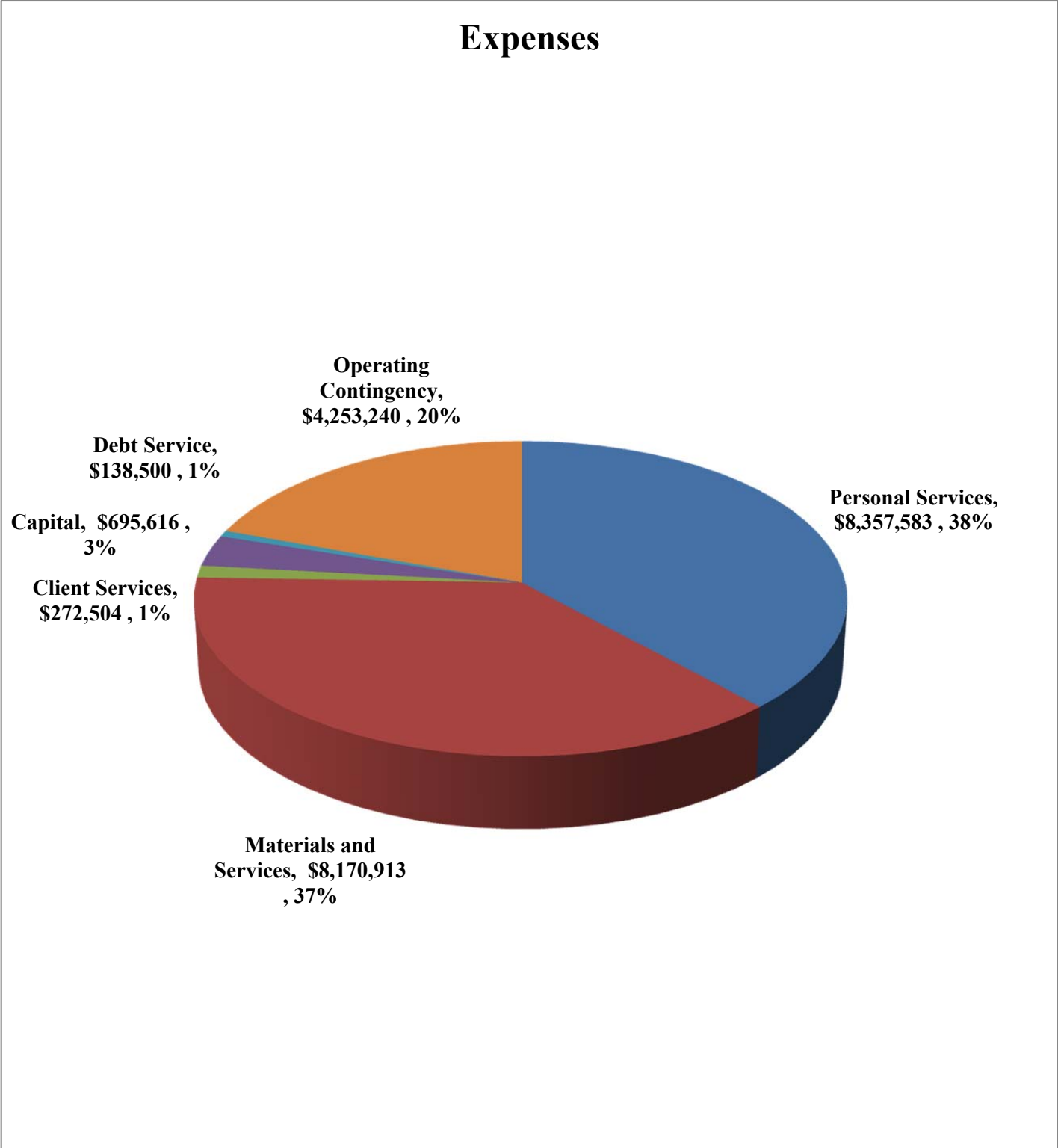
2. Budgets by Department

The following table provides detail on the percentage of budgeted resources per department. The transportation budget makes up 74% of all COIC resources, followed by Employment and Training with 17% and Economic Development with 7%. In addition the Building Fund accounts for 2% of COIC’s resources. Even though resources for all departments have decreased, the percentage’s made up by each department have substantially stayed about the same as the fiscal year 2017-2018 budget.

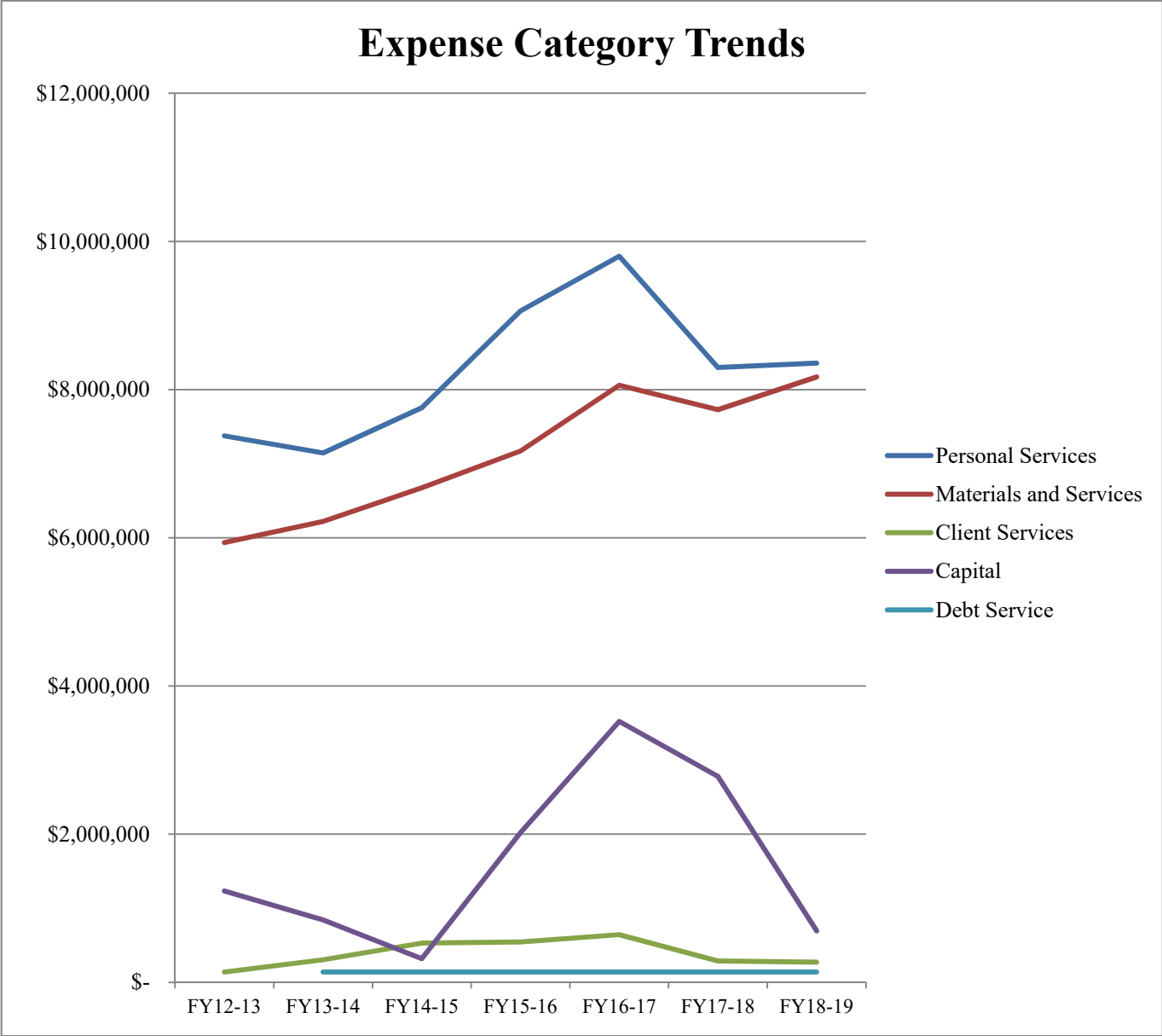


3. Expenses

Categories for expenses within the 2018-2019 budget can be found in the table below.

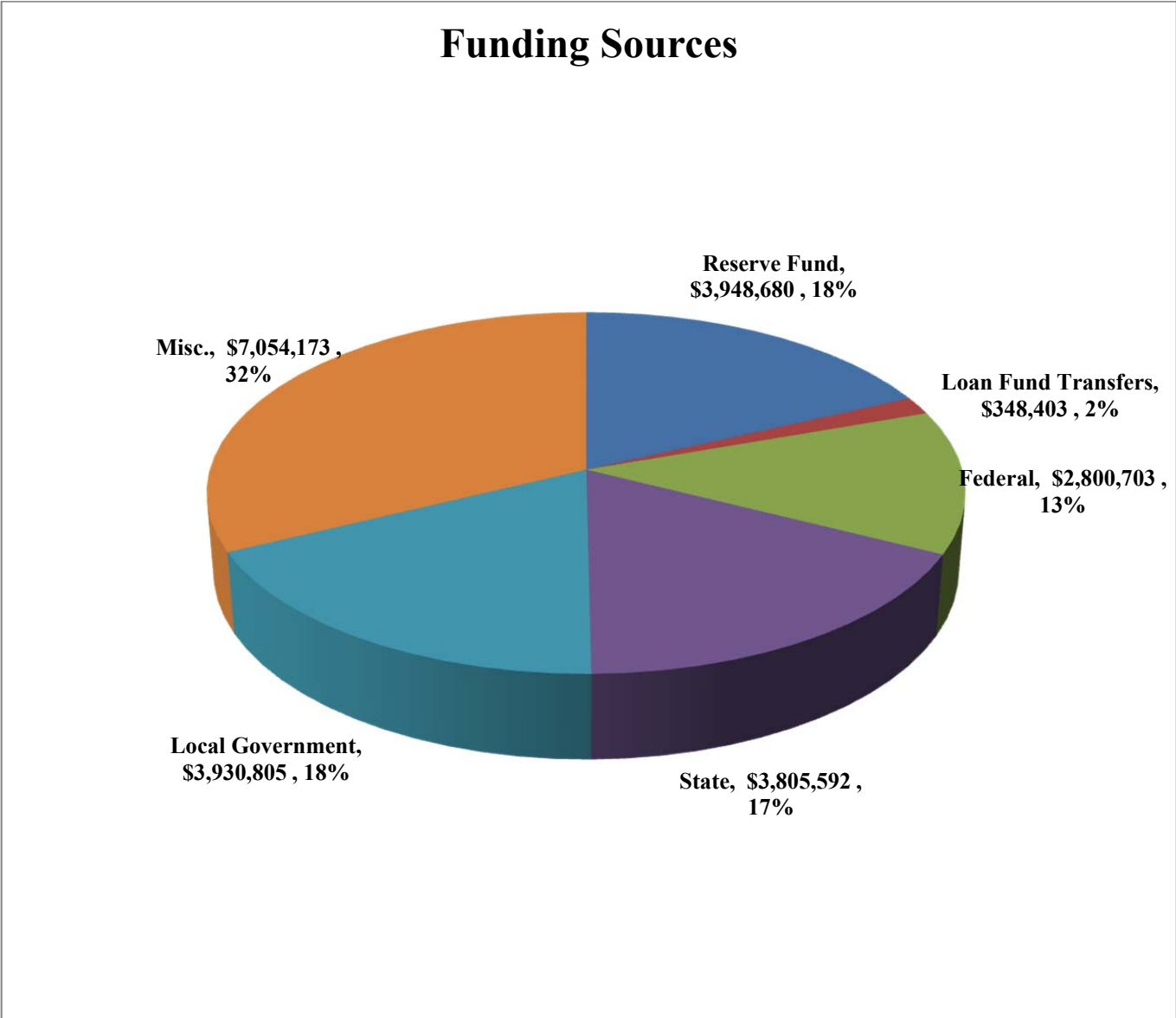


In analyzing trends, we note a slight increase personnel costs and materials and services due to increased personnel related rates even though FTE is down slightly and an increase in the costs of goods. The decrease in capital outlay, is directly related to the transportation department, which has acquired most of the necessary operating capital outlay during fiscal year 2017-2018. Debt service and client services remains stable.



4. Funding Sources

COIC has traditionally had a very diverse funding portfolio. The proposed 2018-2019 budget is no different.



BUDGET MESSAGE

PROGRAM YEAR 2018-2019

Resources

COIC is projecting an overall 7% decrease in funding for the upcoming program year, over the previous program year, most of which is due to decreases in the Transportation and the Employment and Training Departments.

The Employment and Training Department is projecting significant decreases in funding from the Workforce Innovation and Opportunity Act.

The Economic Development Department, including our Public Lending programs, is projecting a slight decrease in resources budgeted for this year as compared to the previous year. However, the department continues to receive funding through a planning grant from the EDA and some funding from the USDA, both for local food programs and collaborative forest projects, as well as private foundation grants.

The Transportation Department is also projecting a decrease in funding for fiscal year 2018-2019, as compared to the 2017-2018 fiscal year. The majority of the decrease in Transportation funding is projected to come from state, local government, and federal funding. The reason for the decrease in funding is due to the Transportation department having fewer large capital purchases in 2018-2019, compared to 2017-2018. Also, there are a few grants projected to expire in fiscal year 2017-2018.

Wages

COIC has included a 3% COLA increase in this year's personnel costs for the non-represented groups. Overall staffing is budgeted to decrease from 113.94 FTE to 110.14 FTE. The represented groups negotiated a new union contract effective in May 2018, that included various step and pay grade increases. Also included in the budget is a 2% merit increase for both the represented and non-represented groups. We arrive at this number by assuming that two-thirds of the non-represented staff will receive a 3% merit increase and all represented employee merit increases are 2%.

Benefits

Medical/Dental Insurance

COIC has been regarded as a department of Deschutes County for insurance benefits since COIC's formation in the early 1970's. Deschutes County is self-insured. An employee benefits advisory committee meets monthly to review the plan, making recommendations to the Commissioners on the management of the plan. COIC has one representative on this advisory committee. The County offers two levels of coverage: 1) a standard plan for full-time employees and 2) a high deductible plan for part-time employees.

In fiscal year 2015-2016, COIC instituted a change in the structure of cost-sharing between COIC and its employees. Prior to FY 2015-2016, there was a fixed cost to the employee and any increase in premium

charge was absorbed by COIC unless a new fixed employee cost was set. In fiscal year 2015-2016, COIC moved to a percentage cost-share of 92%/8%, where COIC paid 92% of the total premium and the employee paid 8%. This arrangement started with the represented group and was expanded to include the non-represented group as well. Under the union contract, the represented group moved to a 90%/10% split on January 1, 2016, and COIC made the same changes to the non-represented group.

We are not projecting an increase in premium cost for either the Standard or High Deductible Plans in FY 2018-2019. The Standard Plan with Dental is projected to remain at \$1,705 per employee. The High Deductible Plan is projected to remain at \$1,104.

PERS

COIC participates in the state-administered retirement fund. The employer rate effective July 1, 2017 to June 30, 2019 is 16.78% for PERS General Service (Tier 1 & 2) and 10.97% for OPSRP General Service. These rates are in place for two years.

Looking long-term, COIC's PERS expense outlook is mixed. On one hand, our net unfunded pension actuarial accrued liability decreased from \$3,481,379 as of December 2015 to \$3,037,234 as of December 2016, which is a decrease of \$444,145. Our net pension actuarial accrued liability as a percentage of covered payroll increased from 67% on 12/31/2015 to 69% as of 12/31/2016.

However, COIC's board approved participation in the state's local government rate pool on December 3, 2015, which we believe will lead to a large reduction in PERS costs from those forecasted if COIC had not joined the pool. The State of Oregon was able to offer projections for the 2017-2019 biennium for COIC both in and out of the pool. If COIC did not join the pool, rates would have jumped to 22.71% for Tier 1/Tier 2 and 17.16% for OGSRP (from 19.84% and 14.47%, respectively for 2015-2017). In the pool, our rates were projected to be 17.83% for Tier 1/Tier 2 and 12.43% for OGSRP; however our actual rates per the pool ended up even lower than projected.

The reason for the large change in rates is due to COIC having what is called a "Transition Surplus". Once joining a rate pool, the organization takes on the demographics, AAL, and all other characteristics of the pool at large, rather than the individual organizations'. This leads to greater stability of rates and a lower risk overall. If the organization's status is worse than the pools', then the organization must pay in extra funds over 20 years to bring its status in line with the pools'. If the organization is in better shape than the pool, as is the case with COIC, then the organization pays in less over 20 years to bring its condition in line with the pool's. There are trade-offs, however COIC management and its board felt that joining the pool and enjoying significant cost savings over the next 20 years was the prudent decision.

Workers Compensation

COIC is budgeting less for Workers Compensation costs in FY 2018-2019 than the previous year due to an unfavorable prior year dropping off our experience this year, and having fewer workman's compensation claims in fiscal year 2017-2018 than previous years. Both lead to a significantly lower experience modification rating for COIC.

Materials and Services

Rent

We are projecting lower rent in FY 2018-2019 for a few reasons. For buildings we own, we only charge programs depreciation as rent. The longer we own these buildings, the lower the depreciation and, therefore, the lower the rent. Another reason is we were able to restructure the loan on the Bear Creek facility in a previous year, leading to a significantly lower payment and, therefore, lower rent.

General Supplies

We have budgeted slightly lower general supplies costs for fiscal year 2018-2019 than in the previous year.

Fees and Dues

We have budgeted lower fees and dues costs for fiscal year 2018-2019 than in the previous year. This is mainly due to a projected decrease in fees and dues for the transportation department, due to a decrease in architectural and engineering fees that were incurred in fiscal 2017-2018 related to the Redmond Transit Hub.

Vehicle Maintenance

We have budgeted lower vehicle maintenance costs for FY 2018-2019 than the previous year. In fiscal year 2015-2016, we transitioned from primarily contracting for maintenance services to performing the bulk of this service in-house. This has been extremely successful, leading to significantly lower costs despite expanded service and an expanded fleet.

Insurance

We have budgeted lower insurance costs for FY 2018-2019 than the previous year. COIC is experiencing savings due to changing insurance carriers in fiscal year 2015-2016.

Contracting

Our FY 2018-2019 contracting costs are expected to increase significantly. One of the main drivers behind this is our Medical Ride Brokerage Program. In fiscal year 2015-2016 the program management shifted from the Oregon Health Plan to a private Coordinated Care Organization, in our case Pacific Source. One of the changes placed on both COIC and Pacific Source was to increase utilization of this service from the Medicaid population. COIC's funding is actually directly tied to utilization. So far this has been successful and increased utilization has led to increased ride numbers which leads to increased contractor costs. Another main driver is potential transportation service improvements to enable COIC to offer better and more efficient services to all of Central Oregon.

Fuel Expense

We have budgeted an increase in fuel costs for 2018-2019, as compared to 2017-2018, mainly due to the increase in fuel costs for the market place.

Client Services

We have budgeted a slight decrease in payments to clients this upcoming fiscal year in our Employment & Training Department. The reason for this decrease is due to projected funding cuts for the East Cascades Workforce Investment Board.

Capital Outlay

All of our budgeted capital expenditures are within the Transportation department this year. Among the capital items slated for purchase are:

- 2 medium size buses for community connector
- ADA audio and visual bus stop equipment for 17 vehicles
- Automated passenger counters for 17 vehicles
- New radio systems for dispatch and rural CET buses

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

PROPOSED BUDGET 2018-2019

| | Approved Budget 2017-2018 | Proposed Budget 2018-2019 |
|---|------------------------------|------------------------------|
| PERSONAL SERVICES | | |
| Full Time Equivalent (FTE) | FTE | FTE |
| <u>Employment & Training</u> | | |
| Adult | 15.71 | 13.96 |
| Youth | 15.19 | 14.88 |
| TOTAL EMPLOYMENT & TRAINING | 30.90 | 28.84 |
| <u>Economic Development</u> | | |
| Community Development | 5.76 | 6.24 |
| Public Lending | 2.31 | 2.28 |
| TOTAL ECONOMIC DEVELOPMENT | 8.07 | 8.52 |
| <u>Transportation</u> | | |
| Cascades East Ride Center | | 18.48 |
| Cascades East Transit | 74.98 | 54.30 |
| TOTAL TRANSPORTATION | 74.98 | 72.78 |
| Total FTE | 113.94 | 110.14 |
| COLA | 2.50% | 3.00% |
| Merit Increase | 2.00% | 2.00% |
| Medical Insurance Cost Per Employee (monthly) | | |
| Standard Plan | \$1,748 | \$1,705 |
| % Increase/decrease | | -2.5% |
| High Deductible Plan | \$1,132 | \$1,104 |
| % Increase/decrease | | -2.5% |
| Public Employee Retirement System (PERS) | | |
| PERS | 16.78% | 16.78% |
| OPSRP | 10.97% | 10.97% |
| Workers Compensation Rate | 1.54% | 1.40% |
| Unemployment Insurance | | |
| Rate | 2.80% | 2.60% |
| Limit | \$38,400 | \$39,300 |

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL

Elected Members:

City -- Bend, Culver, La Pine, Madras, Metolius, Prineville, Redmond and Sisters

County -- Crook, Deschutes, and Jefferson

Confederated Tribes of Warm Springs

Non-Elected Members:

There are five appointed Private Sector Members generally representative of the following: Timber and Wood products, Agribusiness and agriculture, Unemployed and under employed, Business and industry, Recreation and Tourism.

Board of Directors:

Bruce Abernethy, City of Bend

Connie Briese, City of La Pine

Bartt Brick, City of Madras

Jerry Brummer, Crook County

Bart Carpenter, City of Culver

John Chavez, City of Metolius

Tony DeBone, Deschutes County

Wayne Fording, Jefferson County

Lonny Macy, Confederated Tribes
of Warm Springs

Gail Merritt, City of Prineville

Jay Patrick, City of Redmond

Chuck Ryan, City of Sisters

Katy Brooks, Deschutes County appointed –
business and industry

Katie Condit, Deschutes County appointed –
unemployed and under employed

Casey Kaiser, Crook County appointed -
agribusiness and agriculture

Vacant, Deschutes County appointed –
recreation and tourism

Vacant, Jefferson County appointed – Timber
and Wood products

Officers:

Chair – Wayne Fording, Jefferson County

Vice-Chair – Bart Carpenter, City of Culver

Secretary/Treasurer – Karen Friend

Executive Director – Karen Friend

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
2018-2019 BUDGET COMMITTEE**

Council Members:

Jefferson County Commissioner - Wayne Fording
Crook County Commissioner – Jerry Brummer
Deschutes County Commissioner – Anthony DeBone

Non-Council Members:

Expiration Dates

Representation

| | | |
|-----------------------------|-------|-----------------------|
| Mike Daly – 3 year term | 12/18 | Employment & Training |
| John Boylen – 3 year term | 12/19 | Loans |
| Joe Krenowicz - 3 year term | 12/20 | Business |

Budget Officer:

Michelle Williams, Fiscal Services Manager
michellew@coic.org
541-504-3303

DRAFT COIC BUDGET CALENDAR
(FY '18 - '19)

| <u>EVENTS</u> | <u>DATE</u> | <u>TIME</u> |
|--|-------------|-------------|
| 1. Approve COIC Budget Calendar | February 1 | |
| 2. Appoint Budget Officer / Budget Committee | February 1 | |
| 3. Publish Notice of Budget Committee Meeting * | May 24-30 | |
| Publish Notice of Budget Hearing ** | May 24-30 | |
| 4. Prepare Proposed Budget (Budget Officer) | May 18 | |
| 5. Budget Committee Meeting Proposed Budget and Budget Message Work Session / Public Comment Budget Approval (if completed) | June 7 | 3:30 pm |
| 6. Budget Hearing (COIC BOARD) (if completed and approved by Budget Committee) Public Comment Adopt Budget and Make Appropriations | June 7 | 5:30 pm |
| 7. Publish Notice of Budget Committee Meeting * | June 7-13 | |
| Publish Notice of Budget Hearing ** (if needed) | June 7-13 | |
| 8. Budget Committee Meeting (if needed) Work Session / Public Comment Budget Approval | June 21 | 3:30 pm |
| 9. Budget Hearing (if needed) Special Board Meeting (COIC BOARD) Public Comment Adopt Budget and Make Appropriations | June 21 | 5:30 pm |
| 10. File Budget with Oregon Department of Revenue | July 13 | |

* Publish not less than 8 – nor more than 14 days prior to scheduled Budget Committee Meeting date.

** Publish not less than 8 – nor more than 14 days prior to scheduled Budget Hearing date.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
RESOURCES BUDGET**

| ACTUAL BUDGET FY 15 - 16 | ACTUAL BUDGET FY 16 - 17 | APPROVED BUDGET FY 17 - 18 |
|-----------------------------|-----------------------------|-------------------------------|
| 1,508,598 | 1,508,597 | 2,949,813 |
| 15,218 | 15,621 | - |
| 34,997 | 31,522 | - |
| 41,635 | 41,042 | - |
| - | - | 100,000 |
| 3,133 | 2,818 | 2,818 |
| 204,980 | 236,108 | 169,815 |
| 67,612 | 67,828 | 60,000 |
| 367,575 | 394,939 | 332,633 |
| 3,454,857 | 2,739,545 | 1,993,542 |
| 3,067,169 | 2,697,672 | 1,927,547 |
| - | 200,000 | 738,000 |
| 5,000 | 7,000 | - |
| - | - | 34,080 |
| 29,571 | 10,200 | 24,000 |
| 6,556,596 | 5,654,417 | 4,717,169 |
| 628,344 | 766,031 | 433,839 |
| 162,728 | 185,513 | 86,182 |
| 224,267 | 175,432 | 87,500 |
| 1,790,477 | 1,802,935 | 1,804,488 |
| 877,805 | 863,886 | 786,041 |
| - | - | 30,000 |
| - | - | - |
| 1,800,000 | 1,450,000 | 1,211,728 |
| 5,483,620 | 5,243,797 | 4,439,778 |
| 75,000 | 75,000 | 75,000 |
| 228,212 | 258,300 | 242,452 |
| - | 22,500 | 6,500 |
| 1,548,326 | 2,075,661 | 2,033,188 |
| 2,303,817 | 2,189,074 | 1,402,008 |
| 4,155,355 | 4,620,535 | 3,759,148 |
| 3,084,640 | 3,999,911 | 3,845,125 |
| - | - | - |
| - | - | - |
| 208,063 | 178,000 | 184,000 |
| - | 16,408 | 11,203 |
| 190,000 | 60,000 | 60,000 |
| 55,469 | 77,528 | 66,965 |
| 10,000 | 6,760 | 16,900 |
| 12,000 | 10,000 | - |
| 2,000 | 1,110 | 1,226 |
| - | - | - |
| 646 | 15,000 | 101,522 |
| 3,562,818 | 4,364,717 | 4,286,941 |
| 19,758,390 | 19,883,466 | 17,203,036 |
| 120,000 | 219,874 | 140,000 |
| 196,027 | 191,914 | 189,985 |
| 831,775 | 852,278 | 654,766 |
| 336 | 35,353 | 212,146 |
| 275,806 | 639,675 | 638,531 |
| 1,423,944 | 1,939,094 | 1,835,428 |
| 20,831 | 16,700 | 14,416 |
| 20,831 | 16,700 | 14,416 |
| 21,570,740 | 22,234,199 | 19,385,513 |
| 23,079,338 | 23,742,796 | 22,335,326 |

| | PROPOSED BUDGET FY 18 - 19 TOTAL GENERAL FUND |
|--|---|
| Beginning Fund Balance | 3,948,680 |
| Transfers from Other Funds | |
| Round 1 Revolving Loan Funds | - |
| Round 2 Revolving Loan Funds | - |
| Round 3 Revolving Loan Funds | - |
| Revolving Loan Fund | 107,744 |
| Local Job Creation Fund | 2,500 |
| Oregon Business Development Corp. | 175,206 |
| USDA IRP Revolving Loan Funds | 62,953 |
| TOTAL: Transfers from Other Funds | 348,403 |
| Grants/Contracts With Other Agencies | |
| State of Oregon | |
| Dept Human Services | 1,914,963 |
| Dept of Transportation | 1,763,841 |
| Oregon Business Development Department | - |
| Dept of Forestry | 56,500 |
| Dept of Community Colleges & Workforce Dev. | 70,288 |
| Oregon Youth Conservation Corp | - |
| TOTAL: State of Oregon | 3,805,592 |
| County & Local Government | |
| Deschutes County | 435,460 |
| Jefferson County | 82,605 |
| Crook County | 132,300 |
| City of Bend | 1,322,838 |
| Other Local Government | 737,685 |
| COCC | 20,000 |
| Title 1/ JDEP | 148,036 |
| School Districts | 1,051,881 |
| TOTAL: County & Local Govt | 3,930,805 |
| Federal Government | |
| Economic Development Administration | 115,500 |
| US Dept of Agriculture | 34,591 |
| USDA AGORA | - |
| US Dept of Transportation | 1,352,786 |
| Workforce Investment and Opportunity Act | 1,297,826 |
| TOTAL: Federal Govt | 2,800,703 |
| Other Grants & Contracts | |
| Pacific Source | 4,862,880 |
| Oregon Community Foundation | 41,828 |
| Discover Your Forest | 65,720 |
| Meyer Memorial Trust | 93,511 |
| Ford Family Foundation | 15,000 |
| Central Oregon Council On Aging | 60,000 |
| COFS Foundation | 65,000 |
| High Desert Food & Farm Alliance | - |
| Nature Conservancy | 5,652 |
| LLI Governance | 601 |
| CO Health Council | 44,000 |
| Foundations/Non-Profits | 85,104 |
| TOTAL: Other Grants & Contracts | 5,339,296 |
| TOTAL: Grants/Contracts With Other Agencies | 15,876,396 |
| Other Revenue | |
| Misc. Job Training Income/Projects | 90,000 |
| Rental Income | 188,185 |
| Bus Fares | 710,278 |
| Misc. Transportation Income | 91,584 |
| Charges for Services | 604,176 |
| TOTAL: Other Revenue | 1,684,223 |
| Investment Revenue | |
| Interest on Investments | 30,654 |
| TOTAL: Investment Revenue | 30,654 |
| TOTAL REVENUE | 17,939,676 |
| TOTAL RESOURCES | 21,888,356 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

| ACTUAL BUDGET FY 15-16 | | ACTUAL BUDGET FY 16-17 | | APPROVED BUDGET FY 17-18 | | EXPENDITURES BUDGET | | PROPOSED BUDGET FY 18-19 | |
|---------------------------|------------------|---------------------------|------------------|-----------------------------|--|---|--------|-----------------------------|--|
| 112,289 | 114,450 | 1.00 | 127,055 | | | Personal Services | | | |
| 42,576 | 44,724 | 1.00 | 47,439 | | | Executive Director | 1.00 | 130,813 | |
| | | | | | | Executive Assistant | 1.00 | 44,717 | |
| 84,021 | 88,269 | 1.00 | 73,923 | | | Administrative Support | | | |
| - | - | 1.00 | 61,897 | | | Fiscal Services Manager | 1.00 | 78,410 | |
| - | - | 1.00 | 55,414 | | | Fiscal Services Admin - CED & Loans & CERC | 1.00 | 65,671 | |
| - | - | 1.00 | 56,656 | | | Fiscal Services Admin - Transportation | 1.00 | 57,065 | |
| 69,542 | 70,906 | 0.08 | 6,263 | | | Fiscal Services Admin - Adult & Youth | 1.00 | 60,089 | |
| 45,388 | 47,444 | 1.00 | 36,366 | | | Accounting Coordinator | | - | |
| 38,229 | 40,154 | 1.00 | 42,561 | | | Accounting Technician -AR/AP | 1.00 | 39,728 | |
| 66,323 | 71,775 | 1.00 | 78,413 | | | Payroll Specialist | 1.00 | 38,569 | |
| 60,162 | 61,752 | 1.00 | 65,421 | | | Human Resources Manager | 1.00 | 83,601 | |
| - | 32,317 | 1.00 | 33,281 | | | Human Resources Coordinator | 1.00 | 69,300 | |
| - | - | 1.00 | 36,366 | | | Human Resources Assistant | 1.00 | 31,361 | |
| - | 56,660 | 1.00 | 60,104 | | | Accounting Clerk - CERC Billing | 1.00 | 38,985 | |
| 45,159 | 50,338 | 1.00 | 53,128 | | | IT Manager | 1.00 | 63,756 | |
| 53,928 | - | | - | | | Network Administrator | 1.00 | 54,999 | |
| | | | | | | IT Systems Administrator | | - | |
| 104,564 | 106,626 | 1.00 | 93,636 | | | Dept Managers | | | |
| - | - | | - | | | Transportation Manager | 1.00 | 99,326 | |
| 101,968 | 103,968 | 1.00 | 107,041 | | | CERC Brokerage Manager | 1.00 | 67,637 | |
| 254,846 | 185,518 | 0.92 | 90,323 | | | Loan Manager | 1.00 | 110,200 | |
| 77,712 | 81,599 | 1.00 | 86,513 | | | Employment & Training Managers | 3.00 | 252,290 | |
| - | - | 1.00 | 85,259 | | | Economic Development Manager | 1.00 | 91,728 | |
| | | | | | | Training Program Manager - E&T | | - | |
| - | 60,113 | 1.00 | 63,753 | | | Program Managers & Program Staff | | | |
| - | - | 1.00 | 52,254 | | | CET Operations Manager | 1.00 | 72,173 | |
| - | - | 2.00 | 94,878 | | | CET Dispatch and Call Supervisor | 1.00 | 53,815 | |
| 77,712 | 79,252 | 1.00 | 81,598 | | | Field Supervisors | 2.00 | 102,161 | |
| - | 55,021 | 1.00 | 60,104 | | | Loan Officer | 1.00 | 84,433 | |
| 61,516 | 64,584 | 1.00 | 79,654 | | | Senior Transit Planners | 2.00 | 120,179 | |
| 107,796 | 170,128 | 1.85 | 115,153 | | | Program Planner - E&T | | - | |
| 224,641 | 364,415 | 3.00 | 160,713 | | | Program Administrator-CED | 1.00 | 67,637 | |
| 45,569 | 46,476 | 1.00 | 47,853 | | | Program Administrator-Transit | 2.00 | 118,553 | |
| - | 42,153 | 1.00 | 43,413 | | | Employment Counselor/Adult Records Coordinator | 1.00 | 51,156 | |
| 39,568 | - | | - | | | Program Coordinator-CED | 1.00 | 44,717 | |
| 130,447 | 141,824 | 1.00 | 77,372 | | | Program Coordinator-Transit | | - | |
| 58,933 | - | 1.00 | 63,766 | | | Program Coordinator - E&T | | - | |
| - | - | 1.00 | 39,727 | | | Outreach and Engagement Coordinator | 1.00 | 63,756 | |
| 147,225 | 169,359 | 1.00 | 36,366 | | | Transportation Planning and Outreach Specialist | 1.00 | 42,147 | |
| 94,936 | 129,325 | 3.00 | 99,081 | | | Program Assistant-E&T | 1.00 | 40,144 | |
| 163,158 | 32,317 | 0.80 | 29,093 | | | Program Assistant-Transit | 2.00 | 70,649 | |
| 150,728 | 156,666 | | - | | | Program Assistant-CED | 2.00 | 79,493 | |
| - | - | 2.00 | 86,827 | | | Operations Assistant - Transit | | - | |
| - | - | 1.40 | 44,239 | | | Quality Assurance Leads | 2.00 | 89,851 | |
| 40,298 | 68,027 | 2.00 | 73,015 | | | Market Attendants | 1.40 | 48,118 | |
| 1,033,877 | 904,328 | 9.01 | 457,654 | | | Vehicle Mechanic | 1.00 | 35,325 | |
| 174,104 | 262,199 | 3.17 | 155,093 | | | Employment Counselors-Adult | 8.20 | 440,138 | |
| 122,176 | 125,007 | 1.00 | 53,546 | | | Employment Counselors-Youth | 3.00 | 150,003 | |
| 481,282 | 366,520 | 6.75 | 343,766 | | | Classroom Instructor-Lead | 2.00 | 124,463 | |
| 18,068 | - | | - | | | Classroom Instructors | 6.00 | 304,429 | |
| 11,540 | 11,772 | 0.12 | 4,495 | | | Classroom Aide | | - | |
| 25,293 | 25,784 | | - | | | Summer Crew Leaders | | - | |
| 48,388 | 27,870 | 1.00 | 28,704 | | | Loan Servicing Clerk | | - | |
| - | - | 6.00 | 195,669 | | | Clerical Receptionist-E & T | 1.00 | 30,454 | |
| 649,295 | 809,322 | 13.50 | 418,285 | | | Dispatchers | 6.00 | 217,861 | |
| 597,889 | 564,713 | 24.35 | 769,594 | | | Customer Service Representatives | 14.50 | 486,878 | |
| 127,058 | 88,099 | 3.00 | 91,940 | | | Drivers | 21.44 | 763,291 | |
| | | | | | | Maintenance | 3.60 | 126,513 | |
| 5,788,204 | 5,921,774 | 113.94 | 5,164,665 | | | ***SUB-TOTAL*** | 110.14 | 5,306,582 | |
| 1,993,021 | 2,268,122 | | 1,892,979 | | | Payroll Expense | | | |
| 26,079 | 28,456 | | 23,434 | | | Medical/Dental Insurance | | 1,800,326 | |
| 853,676 | 902,749 | | 622,327 | | | Life Insurance/LTD | | 24,610 | |
| 407,867 | 437,468 | | 378,321 | | | Public Employees Retirement | | 637,162 | |
| 145,031 | 114,936 | | 102,553 | | | F. I. C. A. | | 390,104 | |
| 138,632 | 127,287 | | 113,934 | | | Workers Compensation | | 91,562 | |
| | | | | | | Unemployment Insurance | | 107,237 | |
| 3,564,306 | 3,879,018 | | 3,133,548 | | | ***SUB-TOTAL*** | | 3,051,001 | |
| 9,352,510 | 9,800,792 | | 8,298,213 | | | TOTAL PERSONAL SERVICES | | 8,357,583 | |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

| ACTUAL BUDGET FY 15-16 | ACTUAL BUDGET FY 16-17 | APPROVED BUDGET FY 17-18 | | EXPENDITURES BUDGET | PROPOSED BUDGET FY 18-19 |
|---------------------------|---------------------------|-----------------------------|-------------------|--|-----------------------------|
| 579,696 | 489,343 | | 461,776 | Materials and Services | |
| 125,612 | 131,766 | | 130,259 | Rent | 408,335 |
| 247,501 | 256,756 | | 158,950 | Telephone | 134,725 |
| | | | | Utilities/Janitorial | 154,415 |
| | | | | Supplies/Printing | |
| 276,739 | 276,294 | | 121,478 | General Supplies | 126,389 |
| 33,088 | 34,629 | | 22,309 | Printing | 20,547 |
| 14,972 | 4,198 | | 1,224 | School District Crews | - |
| 166,926 | 161,344 | | 15,919 | Furnishings & Equipment | 25,862 |
| 16,088 | 15,279 | | 14,840 | Postage | 17,652 |
| 3,246 | 3,578 | | 2,497 | Subscriptions | 2,211 |
| 304,176 | 190,528 | | 271,765 | Fees/Dues | 179,401 |
| 5,495 | 5,027 | | 8,024 | Advertising | 6,855 |
| 9,829 | 7,935 | | 8,479 | Office Equipment Lease Exp | 9,237 |
| | | | | Repair and Maintenance | |
| 10,455 | 10,757 | | 10,435 | Office Equipment | 135 |
| 551,785 | 319,124 | | 250,010 | Vehicles | 226,820 |
| 30,651 | 31,546 | | 55,006 | Other | 24,193 |
| 133,254 | 122,617 | | 170,112 | Insurance | 150,291 |
| | | | | Services | |
| 25,064 | 20,368 | | 14,168 | Legal | 55,489 |
| 37,901 | 36,640 | | 20,929 | Auditing | 25,560 |
| 47,559 | 48,757 | | 44,473 | Security | 44,875 |
| | | | | Consulting | |
| 51,044 | 62,575 | | - | Computer Network | - |
| 4,773 | 4,897 | | 21,802 | Telephone Systems | 3,314 |
| 5,652,679 | 4,975,283 | | 5,392,013 | Contracting | 5,852,464 |
| 92,298 | 233,022 | | 41,000 | Pass Through | 57,175 |
| 129 | 133 | | - | Other | - |
| | | | | Training/Travel | |
| 99,616 | 104,678 | | 63,770 | Operational Travel | 71,960 |
| 8,187 | 8,404 | | 4,202 | Staff Training/Education | 28,023 |
| 12,121 | 12,453 | | 9,513 | Travel/Employee Bus Pass | 13,772 |
| 28,436 | 32,701 | | 8,870 | Crew Travel | 7,092 |
| 604,318 | 368,451 | | 350,073 | Fuel Expense | 482,052 |
| 4,886 | 5,032 | | 3,201 | Drug testing | 3,507 |
| | | | | Cost of Goods Sold | |
| 88,190 | 84,486 | | 51,744 | Hawthorne Market | 38,562 |
| 9,266,714 | 8,058,601 | | 7,728,843 | ***SUB-TOTAL*** | 8,170,913 |
| | | | | Client Job Training/Services | |
| 555,819 | 521,179 | | 249,312 | Workforce Innovation and Opportunity Act | 195,018 |
| - | - | | - | GED Fees | 39,899 |
| 77,000 | 47,200 | | - | School District Crews | - |
| 36,832 | 76,000 | | 19,793 | Department of Human Services | 6,637 |
| - | - | | 19,250 | Back to Work Oregon | 30,950 |
| 669,651 | 644,379 | | 288,355 | ***SUB-TOTAL*** | 272,504 |
| | | | | TOTAL MATERIALS AND SERVICES | 8,443,417 |
| | | | | Capital Outlay | |
| 72,229 | - | | - | Equipment | - |
| 111,174 | 87,000 | | 52,000 | Computers & Software | - |
| - | 1,489,814 | | - | Furnishings & Equipment | 359,500 |
| - | 310,000 | | 1,077,051 | Real Property | - |
| 1,937,710 | 1,635,000 | | 1,650,530 | Property Improvements | - |
| 2,121,113 | 3,521,814 | | 2,779,581 | Vehicles | 336,116 |
| | | | | TOTAL CAPITAL OUTLAY | 695,616 |
| | | | | Debt Services | |
| 87,549 | 98,210 | | 100,000 | Debt Principal | 99,000 |
| 52,374 | 41,714 | | 40,000 | Debt Interest | 39,500 |
| 139,923 | 139,924 | | 140,000 | TOTAL DEBT SERVICE | 138,500 |
| | | | | TOTAL GENERAL FUND EXPENDITURES | 17,635,116 |
| 21,549,911 | 22,165,510 | | 19,234,992 | Transfers, Contingency & Fund Balance | |
| 1,529,427 | 1,577,287 | | 3,100,335 | Operating Contingency | 3,738,896 |
| - | - | | - | Ending Fund Balance | 514,344 |
| 1,529,427 | 1,577,287 | | 3,100,335 | TOTAL TRANSFERS, CONTINGENCY & Fund Balance | 4,253,240 |
| 23,079,338 | 23,742,796 | | 22,335,326 | TOTAL GENERAL FUND REQUIREMENTS | 21,888,356 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
RESOURCES BUDGET**

| | PROPOSED BUDGET FY 18 - 19 TOTAL GENERAL FUND | EMPLOYMENT & TRAINING | ECONOMIC DEVELOPMENT | TRANSIT | BUILDING FUNDS |
|--|--|--------------------------------------|---------------------------------|-------------------|---------------------------|
| Beginning Fund Balance | 3,948,680 | 274,645 | 459,831 | 2,901,042 | 313,162 |
| Transfers from Other Funds | | | | | |
| Round 1 Revolving Loan Funds | - | - | - | - | - |
| Round 2 Revolving Loan Funds | - | - | - | - | - |
| Round 3 Revolving Loan Funds | - | - | - | - | - |
| Revolving Loan Fund | 107,744 | - | 107,744 | - | - |
| Local Job Creation Fund | 2,500 | - | 2,500 | - | - |
| Oregon Business Development Corp. | 175,206 | - | 175,206 | - | - |
| USDA IRP Revolving Loan Funds | 62,953 | - | 62,953 | - | - |
| TOTAL: Transfers from Other Funds | 348,403 | - | 348,403 | - | - |
| Grants/Contracts With Other Agencies | | | | | |
| State of Oregon | | | | | |
| Dept Human Services | 1,914,963 | 648,892 | - | 1,266,071 | - |
| Dept of Transportation | 1,763,841 | - | 50,600 | 1,713,241 | - |
| Oregon Business Development Department | - | - | - | - | - |
| Dept of Forestry | 56,500 | - | 56,500 | - | - |
| Dept of Community Colleges & Workforce Dev. | 70,288 | 70,288 | - | - | - |
| Oregon Youth Conservation Corp | - | - | - | - | - |
| TOTAL: State of Oregon | 3,805,592 | 719,180 | 107,100 | 2,979,312 | - |
| County & Local Government | | | | | |
| Deschutes County | 435,460 | - | - | 435,460 | - |
| Jefferson County | 82,605 | - | 17,605 | 65,000 | - |
| Crook County | 132,300 | - | 55,300 | 77,000 | - |
| City of Bend | 1,322,838 | - | 39,000 | 1,283,838 | - |
| Other Local Government | 737,685 | - | 29,500 | 708,185 | - |
| COCC | 20,000 | 20,000 | - | - | - |
| Title 1/ JDEP | 148,036 | 148,036 | - | - | - |
| School Districts | 1,051,881 | 1,051,881 | - | - | - |
| TOTAL: County & Local Govt | 3,930,805 | 1,219,917 | 141,405 | 2,569,483 | - |
| Federal Government | | | | | |
| Economic Development Administration | 115,500 | - | 115,500 | - | - |
| US Dept of Agriculture | 34,591 | - | 34,591 | - | - |
| USDA AGORA | - | - | - | - | - |
| US Dept of Transportation | 1,352,786 | - | - | 1,352,786 | - |
| Workforce Investment and Opportunity Act | 1,297,826 | 1,297,826 | - | - | - |
| TOTAL: Federal Govt | 2,800,703 | 1,297,826 | 150,091 | 1,352,786 | - |
| Other Grants & Contracts | | | | | |
| Pacific Source | 4,862,880 | - | - | 4,862,880 | - |
| Oregon Community Foundation | 41,828 | - | 41,828 | - | - |
| Discover Your Forest | 65,720 | - | 65,720 | - | - |
| Meyer Memorial Trust | 93,511 | - | 93,511 | - | - |
| Ford Family Foundation | 15,000 | - | 15,000 | - | - |
| Central Oregon Council On Aging | 60,000 | - | - | 60,000 | - |
| COFS Foundation | 65,000 | - | 65,000 | - | - |
| High Desert Food & Farm Alliance | - | - | - | - | - |
| Nature Conservancy | 5,652 | - | 5,652 | - | - |
| LLI Governance | 601 | - | 601 | - | - |
| CO Health Council | 44,000 | - | 44,000 | - | - |
| Foundations/Non-Profits | 85,104 | - | 85,104 | - | - |
| TOTAL: Other Grants & Contracts | 5,339,296 | - | 416,416 | 4,922,880 | - |
| TOTAL: Grants/Contracts With Other Agencies | 15,876,396 | 3,236,923 | 815,012 | 11,824,461 | - |
| Other Revenue | | | | | |
| Misc. Job Training Income/Projects | 90,000 | 90,000 | - | - | - |
| Rental Income | 188,185 | - | - | - | 188,185 |
| Bus Fares | 710,278 | - | - | 710,278 | - |
| Misc. Transportation Income | 91,584 | - | - | 91,584 | - |
| Charges for Services | 604,176 | - | - | 604,176 | - |
| TOTAL: Other Revenue | 1,684,223 | 90,000 | - | 1,406,038 | 188,185 |
| Investment Revenue | | | | | |
| Interest on Investments | 30,654 | 4,832 | 5,500 | 20,322 | - |
| TOTAL: Investment Revenue | 30,654 | 4,832 | 5,500 | 20,322 | - |
| TOTAL REVENUE | 17,939,676 | 3,331,755 | 1,168,915 | 13,250,821 | 188,185 |
| TOTAL RESOURCES | 21,888,356 | 3,606,400 | 1,628,746 | 16,151,863 | 501,347 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EXPENDITURES BUDGET**

| | | PROPOSED BUDGET FY 18-19 | EMPLOYMENT & TRAINING | ECONOMIC DEVELOPMENT | TRANSPORTATION | BUILDING FUNDS |
|---|---------------|-------------------------------------|--------------------------------------|---------------------------------|-----------------------|---------------------------|
| Personal Services | | | | | | |
| Executive Director | 1.00 | 130,813 | 34,255 | 10,115 | 86,443 | - |
| Executive Assistant | 1.00 | 44,717 | 11,710 | 3,458 | 29,550 | - |
| Administrative Support | | | | | | |
| Fiscal Services Manager | 1.00 | 78,410 | 20,532 | 6,063 | 51,814 | - |
| Fiscal Services Admin - CED & Loans & CERC | 1.00 | 65,671 | 3,435 | 43,698 | 18,539 | - |
| Fiscal Services Admin - Transportation | 1.00 | 57,065 | - | - | 57,065 | - |
| Fiscal Services Admin - Adult & Youth | 1.00 | 60,089 | 55,655 | 469 | 3,966 | - |
| Accounting Coordinator | | - | - | - | - | - |
| Accounting Technician -AR/AP | 1.00 | 39,728 | 10,403 | 3,072 | 26,253 | - |
| Payroll Specialist | 1.00 | 38,569 | 10,100 | 2,982 | 25,487 | - |
| Human Resources Manager | 1.00 | 83,601 | 21,892 | 6,464 | 55,245 | - |
| Human Resources Coordinator | 1.00 | 69,300 | 18,147 | 5,359 | 45,794 | - |
| Human Resources Assistant | 1.00 | 31,361 | 8,212 | 2,425 | 20,724 | - |
| Accounting Clerk - CERC Billing | 1.00 | 38,985 | - | - | 38,985 | - |
| IT Manager | 1.00 | 63,756 | 10,552 | 2,512 | 50,692 | - |
| Network Administrator | 1.00 | 54,999 | 22,126 | 10,197 | 22,676 | - |
| IT Systems Administrator | | - | - | - | - | - |
| Dept Managers | | | | | | |
| Transportation Manager | 1.00 | 99,326 | - | - | 99,326 | - |
| CERC Brokerage Manager | 1.00 | 67,637 | - | - | 67,637 | - |
| Loan Manager | 1.00 | 110,200 | - | 110,200 | - | - |
| Employment & Training Managers | 3.00 | 252,290 | 252,290 | - | - | - |
| Economic Development Manager | 1.00 | 91,728 | - | 91,728 | - | - |
| Training Program Manager - E&T | | - | - | - | - | - |
| Program Managers & Program Staff | | | | | | |
| CET Operations Manager | 1.00 | 72,173 | - | - | 72,173 | - |
| CET Dispatch and Call Supervisor | 1.00 | 53,815 | - | - | 53,815 | - |
| Field Supervisors | 2.00 | 102,161 | - | - | 102,161 | - |
| Loan Officer | 1.00 | 84,433 | - | 84,433 | - | - |
| Senior Transit Planners | 2.00 | 120,179 | - | - | 120,179 | - |
| Program Planner - E&T | | - | - | - | - | - |
| Program Administrator-CED | 1.00 | 67,637 | - | 67,637 | - | - |
| Program Administrator-Transit | 2.00 | 118,553 | - | - | 118,553 | - |
| Employment Counselor/Adult Records Coordinator | 1.00 | 51,156 | 51,156 | - | - | - |
| Program Coordinator-CED | 1.00 | 44,717 | - | 44,717 | - | - |
| Program Coordinator-Transit | | - | - | - | - | - |
| Program Coordinator - E&T | | - | - | - | - | - |
| Outreach and Engagement Coordinator | 1.00 | 63,756 | - | - | 63,756 | - |
| Transportation Planning and Outreach Specialist | 1.00 | 42,147 | - | - | 42,147 | - |
| Program Assistant-E&T | 1.00 | 40,144 | 40,144 | - | - | - |
| Program Assistant-Transit | 2.00 | 70,649 | - | - | 70,649 | - |
| Program Assistant-CED | 2.00 | 79,493 | - | 79,493 | - | - |
| Operations Assistant - Transit | | - | - | - | - | - |
| Quality Assurance Leads | 2.00 | 89,851 | - | - | 89,851 | - |
| Market Attendants | 1.40 | 48,118 | - | - | 48,118 | - |
| Vehicle Mechanic | 1.00 | 35,325 | - | - | 35,325 | - |
| Employment Counselors-Adult | 8.20 | 440,138 | 440,138 | - | - | - |
| Employment Counselors-Youth | 3.00 | 150,003 | 150,003 | - | - | - |
| Classroom Instructor-Lead | 2.00 | 124,463 | 124,463 | - | - | - |
| Classroom Instructors | 6.00 | 304,429 | 304,429 | - | - | - |
| Classroom Aide | | - | - | - | - | - |
| Summer Crew Leaders | | - | - | - | - | - |
| Loan Servicing Clerk | | - | - | - | - | - |
| Clerical Receptionist-E & T | 1.00 | 30,454 | 30,454 | - | - | - |
| Dispatchers | 6.00 | 217,861 | - | - | 217,861 | - |
| Customer Service Representatives | 14.50 | 486,878 | - | - | 486,878 | - |
| Drivers | 21.44 | 763,291 | - | - | 763,291 | - |
| Maintenance | 3.60 | 126,513 | - | - | 126,513 | - |
| ***SUB-TOTAL*** | 110.14 | 5,306,582 | 1,620,094 | 575,021 | 3,111,466 | - |
| Payroll Expense | | | | | | |
| Medical/Dental Insurance | | 1,800,326 | 519,943 | 156,856 | 1,123,527 | - |
| Life Insurance/LTD | | 24,610 | 7,591 | 2,688 | 14,331 | - |
| Public Employees Retirement | | 637,162 | 213,906 | 74,665 | 348,591 | - |
| F. I. C. A. | | 390,104 | 118,036 | 41,894 | 230,174 | - |
| Workers Compensation | | 91,562 | 17,495 | 2,346 | 71,721 | - |
| Unemployment Insurance | | 107,237 | 30,329 | 9,091 | 67,818 | - |
| ***SUB-TOTAL*** | | 3,051,001 | 907,299 | 287,540 | 1,856,162 | - |
| TOTAL PERSONAL SERVICES | | 8,357,583 | 2,527,394 | 862,562 | 4,967,628 | - |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EXPENDITURES BUDGET**

| | PROPOSED BUDGET FY 18-19 | EMPLOYMENT & TRAINING | ECONOMIC DEVELOPMENT | TRANSPORTATION | BUILDING FUNDS |
|--|-------------------------------------|--------------------------------------|---------------------------------|-----------------------|---------------------------|
| Materials and Services | | | | | |
| Rent | 408,335 | 219,422 | 40,463 | 148,450 | - |
| Telephone | 134,725 | 41,156 | 3,567 | 90,002 | - |
| Utilities/Janitorial | 154,415 | 58,097 | 10,641 | 85,677 | - |
| Supplies/Printing | | | | | |
| General Supplies | 126,389 | 33,381 | 13,684 | 79,323 | - |
| Printing | 20,547 | 3,778 | 418 | 16,351 | - |
| School District Crews | - | - | - | - | - |
| Furnishings & Equipment | 25,862 | 11,782 | 1,691 | 12,389 | - |
| Postage | 17,652 | 2,249 | 730 | 14,673 | - |
| Subscriptions | 2,211 | 1,277 | 740 | 193 | - |
| Fees/Dues | 179,401 | 46,516 | 14,160 | 118,724 | - |
| Advertising | 6,855 | 989 | 906 | 4,960 | - |
| Office Equipment Lease Exp | 9,237 | 5,521 | 534 | 3,181 | - |
| Repair and Maintenance | | | | | |
| Office Equipment | 135 | 135 | - | - | - |
| Vehicles | 226,820 | 5,809 | - | 221,011 | - |
| Other | 24,193 | 2,011 | 4,022 | 18,160 | - |
| Insurance | 150,291 | 22,721 | 5,963 | 121,608 | - |
| Services | | | | | |
| Legal | 55,489 | 1,826 | 916 | 52,747 | - |
| Auditing | 25,560 | 6,560 | 2,480 | 16,520 | - |
| Security | 44,875 | 1,688 | 7,031 | 36,156 | - |
| Consulting | | | | | |
| Computer Network | - | - | - | - | - |
| Telephone Systems | 3,314 | - | 137 | 3,177 | - |
| Contracting | 5,852,464 | 12,328 | 122,662 | 5,717,474 | - |
| Pass Through | 57,175 | - | 57,175 | - | - |
| Other | - | - | - | - | - |
| Training/Travel | | | | | |
| Operational Travel | 71,960 | 33,572 | 10,065 | 28,323 | - |
| Staff Training/Education | 28,023 | 10,676 | 1,660 | 15,686 | - |
| Travel/Employee Bus Pass | 13,772 | 3,270 | 723 | 9,779 | - |
| Crew Travel | 7,092 | 7,092 | - | - | - |
| Fuel Expense | 482,052 | - | - | 482,052 | - |
| Drug testing | 3,507 | - | - | 3,507 | - |
| Cost of Goods Sold | | | | | |
| Hawthorne Market | 38,562 | - | - | 38,562 | - |
| ***SUB-TOTAL*** | 8,170,913 | 531,858 | 300,370 | 7,338,686 | - |
| Client Job Training/Services | | | | | |
| Workforce Innovation and Opportunity Act | 195,018 | 195,018 | - | - | - |
| GED Fees | 39,899 | 39,899 | - | - | - |
| School District Crews | - | - | - | - | - |
| Department of Human Services | 6,637 | 6,637 | - | - | - |
| Back to Work Oregon | 30,950 | 30,950 | - | - | - |
| ***SUB-TOTAL*** | 272,504 | 272,504 | - | - | - |
| TOTAL MATERIALS AND SERVICES | 8,443,417 | 804,362 | 300,370 | 7,338,686 | - |
| Capital Outlay | | | | | |
| Equipment | - | - | - | - | - |
| Computers & Software | - | - | - | - | - |
| Furnishings & Equipment | 359,500 | - | - | 359,500 | - |
| Real Property | - | - | - | - | - |
| Property Improvements | - | - | - | - | - |
| Vehicles | 336,116 | - | - | 336,116 | - |
| TOTAL CAPITAL OUTLAY | 695,616 | - | - | 695,616 | - |
| Debt Services | | | | | |
| Debt Principal | 99,000 | - | - | - | 99,000 |
| Debt Interest | 39,500 | - | - | - | 39,500 |
| TOTAL DEBT SERVICE | 138,500 | - | - | - | 138,500 |
| TOTAL GENERAL FUND EXPENDITURES | 17,635,116 | 3,331,755 | 1,162,931 | 13,001,930 | 138,500 |
| Transfers, Contingency & Fund Balance | | | | | |
| Operating Contingency | 3,738,896 | 274,645 | 175,818 | 3,149,933 | 138,500 |
| Ending Fund Balance | 514,344 | - | 289,997 | - | 224,347 |
| TOTAL TRANSFERS, CONTINGENCY & Fund Balance | 4,253,240 | 274,645 | 465,815 | 3,149,933 | 362,847 |
| TOTAL GENERAL FUND REQUIREMENTS | 21,888,356 | 3,606,400 | 1,628,746 | 16,151,863 | 501,347 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
SPECIAL FUND REVOLVING LOAN
EDA RLF

FISCAL YEAR
2018 - 2019

| ACTUAL BUDGET FY 15 - 16 | ACTUAL BUDGET FY 16 - 17 | APPROVED BUDGET FY 17 - 18 | | PROPOSED BUDGET FY 18 - 19 |
|--------------------------------|--------------------------------|----------------------------------|---------------------------------|----------------------------------|
| 661,706 | 428,099 | 313,727 | Beginning Cash Balance | 264,444 |
| - | - | - | Other Net Assets | 1,719,805 |
| | | | RESOURCES | |
| 90,792 | 120,951 | 119,632 | Loan Principal Repayment | 119,000 |
| | | | REVENUES | |
| | | | <i>Interest</i> | |
| 2,609 | 2,662 | 4,779 | Invested Earnings | 5,800 |
| 107,266 | 114,266 | 132,843 | Loan Repayment | 109,000 |
| 7,896 | 5,597 | 3,622 | Fees/Penalties | 3,100 |
| 117,771 | 122,525 | 141,244 | Total Revenues | 117,900 |
| 870,269 | 671,575 | 574,603 | TOTAL EDA FUND RESOURCES | 2,221,149 |

REQUIREMENTS

| | | | | |
|---------|---------|---------|--|-----------|
| 94,218 | 88,185 | 100,000 | EXPENDITURES | |
| | | | Charges for Services | 107,744 |
| | | | LOANS, OPERATING CONTINGENCY & OTHER ASSETS | |
| 450,000 | 288,000 | 200,000 | Business Loans | 200,000 |
| 326,051 | 295,390 | 274,603 | Operating Contingency (Cash available for loans) | 193,600 |
| - | - | - | Other Net Assets | 1,719,805 |
| 776,051 | 583,390 | 474,603 | Total Loans, Operating Contingency & Other Assets | 2,113,405 |
| 870,269 | 671,575 | 574,603 | TOTAL EDA FUND REQUIREMENTS | 2,221,149 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
SPECIAL FUND REVOLVING LOANS
USDA INTERMEDIARY RELENDING PROGRAM**

**FISCAL YEAR
2018 - 2019**

| ACTUAL BUDGET FY 15 - 16 | ACTUAL BUDGET FY 16 - 17 | APPROVED BUDGET FY 17 - 18 |
|---|---|---|
| 834,974 | 702,493 | 666,440 |
| - | - | - |
| 89,975 | 62,525 | 64,836 |
| 2,820 | 2,120 | 3,026 |
| 75,331 | 90,277 | 84,799 |
| 3,750 | 4,244 | 4,750 |
| 81,901 | 96,641 | 92,575 |
| 1,006,850 | 861,659 | 823,851 |

Beginning Cash Balance
Other Net Assets

RESOURCES
Loan Principal Repayment

REVENUES

Interest

Invested Earnings
Loan Repayment
Fees/Penalties

Total Revenue

TOTAL IRP FUND RESOURCES

REQUIREMENTS

EXPENDITURES

Charges for Services
Interest on COIC Loans

Total Expenditures

LOANS, LTD REPAYMENT, OPERATING CONTINGENCY & OTHER ASSET

Business Loans
Principal Repayment
Operating Contingency (Cash available for loans)
Other Net Assets

Total Loans, LTD Repayment, Operating Contingency & Other Assets

TOTAL IRP FUND REQUIREMENTS

| | | |
|-----------|---------|---------|
| 58,150 | 67,828 | 60,000 |
| 12,708 | 11,883 | 10,976 |
| 70,858 | 79,711 | 70,976 |
| 250,000 | 250,000 | 250,000 |
| 96,474 | 97,299 | 98,206 |
| 589,518 | 434,649 | 404,669 |
| - | - | - |
| 935,992 | 781,948 | 752,875 |
| 1,006,850 | 861,659 | 823,851 |

| PROPOSED BUDGET FY 18 - 19 |
|---|
| 705,777 |
| 36,272 |
| 166,000 |
| 1,100 |
| 67,000 |
| 600 |
| 68,700 |
| 976,749 |

| |
|---------|
| 62,953 |
| 11,000 |
| 73,953 |
| 200,000 |
| 99,000 |
| 567,524 |
| 36,272 |
| 902,796 |
| 976,749 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
SPECIAL FUND REVOLVING LOANS
LOCAL JOB CREATION**

**FISCAL YEAR
2018 - 2019**

| ACTUAL BUDGET FY 15 - 16 | ACTUAL BUDGET FY 16 - 17 | APPROVED BUDGET FY 17 - 18 | | PROPOSED BUDGET FY 18 - 19 |
|--------------------------------|--------------------------------|----------------------------------|--|----------------------------------|
| 36,152 | 45,897 | 45,897 | Beginning Cash Balance | 45,897 |
| | | | RESOURCES | |
| 10,875 | 11,326 | 11,326 | Principal Repayment | 11,326 |
| | | | REVENUES | |
| | | | Interest | |
| 156 | 292 | 292 | Invested Earnings | 292 |
| 2,977 | 2,526 | 2,526 | Note Receivable | 2,526 |
| 3,133 | 2,818 | 2,818 | Total Revenues | 2,818 |
| 50,160 | 60,041 | 60,041 | TOTAL LJC FUND RESOURCES | 60,041 |
| | | | REQUIREMENTS | |
| | | | EXPENDITURES | |
| 3,133 | 2,818 | 2,818 | Charges for Services | 2,500 |
| | | | OPERATING CONTINGENCY | |
| 47,027 | 57,223 | 57,223 | Operating Contingency (Cash available for loans) | 57,541 |
| 50,160 | 60,041 | 60,041 | TOTAL LJC FUND REQUIREMENTS | 60,041 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
SPECIAL FUND BUILDING FUNDS
HAWTHORNE BUILDING**

**FISCAL YEAR
2018 - 2019**

| ACTUAL BUDGET FY 15 - 16 | ACTUAL BUDGET FY 16 - 17 | APPROVED BUDGET FY 17 - 18 |
|---|---|---|
| 103,150 | 129,300 | 159,254 |
| 92,991 | 91,478 | 97,800 |
| 196,141 | 220,778 | 257,054 |

Beginning Fund Balance

RESOURCES

Rental Income

TOTAL RESOURCES

| PROPOSED BUDGET FY 18 - 19 |
|---|
| 195,119 |
| 96,000 |
| 291,119 |

| | | |
|----------------|----------------|----------------|
| 12,125 | 10,042 | 9,255 |
| 50,323 | 52,406 | 55,066 |
| 133,693 | 158,330 | 192,733 |
| - | - | - |
| 196,141 | 220,778 | 257,054 |

REQUIREMENTS

Interest Payment

Principal Payment

Operating Contingency

Ending Fund Balance

TOTAL REQUIREMENTS

| |
|----------------|
| 8,500 |
| 55,000 |
| 63,500 |
| 164,119 |
| 291,119 |

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
SPECIAL FUND BUILDING FUNDS
ANTLER - BEAR CREEK BUILDINGS**

**FISCAL YEAR
2018 - 2019**

| ACTUAL BUDGET FY 15 - 16 | ACTUAL BUDGET FY 16 - 17 | APPROVED BUDGET FY 17 - 18 |
|---|---|---|
| 123,337 | 185,951 | 283,172 |
| 103,035 | 94,458 | 92,185 |
| 226,372 | 280,409 | 375,357 |

Beginning Fund Balance

RESOURCES

Rental Income

TOTAL RESOURCES

| PROPOSED BUDGET FY 18 - 19 |
|---|
| 118,043 |
| 92,185 |
| 210,228 |

| | | |
|---------|---------|---------|
| 40,249 | 31,672 | 30,745 |
| 37,226 | 45,804 | 44,934 |
| 148,897 | 202,933 | 299,678 |
| - | - | - |
| 226,372 | 280,409 | 375,357 |

REQUIREMENTS

Interest Payment

Principal Payment

Operating Contingency

Ending Fund Balance

TOTAL REQUIREMENTS

| |
|---------|
| 31,000 |
| 44,000 |
| 75,000 |
| 60,228 |
| 210,228 |

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EMPLOYMENT & TRAINING RESOURCES**

| ACTUAL BUDGET FY 15-16 | ACTUAL BUDGET FY 16-17 | APPROVED BUDGET FY 17-18 |
|------------------------------|------------------------------|--------------------------------|
| 310,943 | 310,943 | 210,836 |
| 1,394,182 | 1,671,251 | 703,506 |
| 29,571 | 10,200 | 24,000 |
| - | - | 34,080 |
| 1,800,000 | 1,450,000 | 1,211,728 |
| - | - | - |
| - | - | 30,000 |
| 3,223,753 | 3,131,451 | 2,003,314 |
| 996,782 | 1,275,330 | 918,382 |
| 1,307,036 | 913,744 | 483,626 |
| 2,303,817 | 2,189,074 | 1,402,008 |
| 120,000 | 219,874 | 140,000 |
| 120,000 | 219,874 | 140,000 |
| 2,540 | 2,540 | 2,540 |
| 2,540 | 2,540 | 2,540 |
| 5,650,110 | 5,542,939 | 3,547,862 |
| 5,961,053 | 5,853,882 | 3,758,698 |

Beginning Fund Balance

Grants/Contracts With Other Agencies

State of Oregon

Dept of Human Resources
Oregon Youth & Conservation Corp
Dept of Community Colleges & Workforce Dev.

County & Local Governments

School Districts
Title 1/JDEP
COCC

TOTAL: Grants/Contracts With Other Agencies

Federal Government

Workforce Investment and Opportunity Act

Youth and Adult 1B
Dislocated Worker

TOTAL: Federal Government

Other Revenue

Miscellaneous Income/Projects

TOTAL: Other Revenue

Investment Revenue

Interest on Investments

TOTAL: Investment Revenue

TOTAL REVENUE

TOTAL RESOURCES

| 2018-2019 PROPOSED BUDGET | | |
|---------------------------|------------------|------------------|
| TOTAL | ADULT | YOUTH |
| 274,645 | | |
| 648,892 | 612,892 | 36,000 |
| - | - | - |
| 70,288 | 70,288 | |
| 1,051,881 | - | 1,051,881 |
| 148,036 | - | 148,036 |
| 20,000 | - | 20,000 |
| 1,939,097 | 683,180 | 1,255,917 |
| 897,105 | 360,194 | 536,911 |
| 400,721 | 400,721 | - |
| 1,297,826 | 760,915 | 536,911 |
| 90,000 | - | 90,000 |
| 90,000 | - | 90,000 |
| 4,832 | 4,666 | 166 |
| 4,832 | 4,666 | 166 |
| 3,331,755 | 1,448,761 | 1,882,994 |
| 3,606,400 | 1,448,761 | 1,882,994 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EMPLOYMENT & TRAINING ACTIVITIES
FISCAL YEAR 2018-2019**

| | | TOTAL EMPLOYMENT & TRAINING | ADULT PROGRAMS | YOUTH PROGRAMS |
|--|------------------|--|---------------------------|---------------------------|
| <u>PERSONAL SERVICES</u> | Total FTE | | | |
| Executive Director | 0.26 | 34,255 | 16,579 | 17,676 |
| Executive Assistant | 0.26 | 11,710 | 5,667 | 6,042 |
| <i>Administrative Support</i> | | | | |
| Fiscal Services Manager | 0.26 | 20,532 | 9,938 | 10,595 |
| Fiscal Services Admin- CED & Loans & CERC | 0.05 | 3,435 | 1,661 | 1,773 |
| Fiscal Services Admin - Adult & Youth | 0.93 | 55,655 | 27,803 | 27,851 |
| Accounting Technician - AR/AP | 0.26 | 10,403 | 5,035 | 5,368 |
| Payroll Specialist | 0.26 | 10,100 | 4,888 | 5,212 |
| Human Resources Manager | 0.26 | 21,892 | 10,595 | 11,296 |
| Human Resource Coordinator | 0.26 | 18,147 | 8,783 | 9,364 |
| Human Resources Assistant | 0.26 | 8,212 | 3,975 | 4,238 |
| IT Manager | 0.17 | 10,552 | 5,209 | 5,343 |
| Network Administrator | 0.40 | 22,126 | 9,641 | 12,485 |
| <i>Program Staff</i> | | | | |
| Employment & Training Managers | 3.00 | 252,290 | 92,975 | 159,314 |
| Employment Counselor / Adult Records Coordinator | 1.00 | 51,156 | 51,156 | - |
| Program Assistant - E&T | 1.00 | 40,144 | 40,144 | - |
| Employment Counselor-Adult | 8.20 | 440,138 | 440,138 | - |
| Employment Counselor-Youth | 3.00 | 150,003 | - | 150,003 |
| Classroom Instructor | 6.00 | 304,429 | - | 304,429 |
| Classroom Instructor-Lead | 2.00 | 124,463 | - | 124,463 |
| Clerical Receptionist | 1.00 | 30,454 | 30,454 | - |
| ***SUB-TOTAL*** | 28.84 | 1,620,094 | 764,643 | 855,451 |
| Payroll Expense | | | | |
| Medical/Dental Insurance | | 519,943 | 245,845 | 274,098 |
| Life Insurance | | 7,591 | 3,593 | 3,997 |
| Public Employees Retirement | | 213,906 | 100,605 | 113,301 |
| F. I. C. A. | | 118,036 | 55,710 | 62,326 |
| Workers Compensation | | 17,495 | 3,045 | 14,449 |
| Unemployment Insurance | | 30,329 | 14,813 | 15,516 |
| ***SUB-TOTAL*** | | 907,299 | 423,612 | 483,687 |
| <u>TOTAL PERSONAL SERVICES</u> | | 2,527,394 | 1,188,255 | 1,339,139 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EMPLOYMENT & TRAINING ACTIVITIES
FISCAL YEAR 2018-2019**

| | TOTAL EMPLOYMENT & TRAINING | ADULT PROGRAMS | YOUTH PROGRAMS |
|---|--|---------------------------|---------------------------|
| <u>MATERIALS AND SERVICES</u> | | | |
| Rent | 219,422 | 52,802 | 166,620 |
| Telephone | 41,156 | 19,275 | 21,881 |
| Utilities/Janitorial | 58,097 | 14,232 | 43,865 |
| <i>Supplies/Printing</i> | | | |
| General Supplies | 33,381 | 19,868 | 13,513 |
| Printing | 3,778 | 1,738 | 2,040 |
| School District/Crews | - | - | - |
| Furnishings & Equipment | 11,782 | 8,775 | 3,007 |
| Postage | 2,249 | 1,077 | 1,172 |
| Subscriptions | 1,277 | 1,033 | 245 |
| Fees/Dues | 46,516 | 14,394 | 32,123 |
| Advertising | 989 | 620 | 369 |
| Office Equipment Lease Exp | 5,521 | 4,058 | 1,463 |
| <i>Repair and Maintenance</i> | | | |
| Office Equipment | 135 | 135 | - |
| Vehicles | 5,809 | - | 5,809 |
| Other | 2,011 | 370 | 1,641 |
| Insurance | 22,721 | 10,560 | 12,160 |
| <i>Services</i> | | | |
| Legal | 1,826 | 903 | 923 |
| Auditing | 6,560 | 3,174 | 3,385 |
| Security Services | 1,688 | 796 | 892 |
| <i>Consulting</i> | | | |
| Telephone Systems | - | - | - |
| Contracting | 12,328 | 2,003 | 10,325 |
| <i>Training/Travel</i> | | | |
| Operational Travel | 33,572 | 21,851 | 11,722 |
| Staff Training/Education | 10,676 | 614 | 10,062 |
| Travel/Employee Bus Pass | 3,270 | 1,702 | 1,568 |
| Crew Travel | 7,092 | - | 7,092 |
| ***SUB-TOTAL*** | 531,858 | 179,981 | 351,877 |
| <i>Client Services</i> | | | |
| Workforce Innovation and Opportunity Act | 195,018 | 42,939 | 152,079 |
| GED Fees | 39,899 | - | 39,899 |
| Department of Human Services | 6,637 | 6,637 | - |
| State of Oregon Work Experience | 30,950 | 30,950 | - |
| ***SUB-TOTAL*** | 272,504 | 80,526 | 191,978 |
| <u>TOTAL MATERIALS AND SERVICES</u> | | | |
| | 804,362 | 260,507 | 543,855 |
| <u>TOTAL GENERAL FUND EXPENDITURES</u> | | | |
| | 3,331,755 | 1,448,761 | 1,882,994 |
| <u>Transfers, Contingency & Fund Balance</u> | | | |
| Operating Contingency | 274,645 | - | - |
| <u>TOTAL TRANSFERS, CONTINGENCY & FUND BALANCE</u> | | | |
| | | | |
| <u>TOTAL GENERAL FUND REQUIREMENTS</u> | | | |
| | 3,606,400 | 1,448,761 | 1,882,994 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
ECONOMIC DEVELOPMENT RESOURCES**

| ACTUAL BUDGET FY 15-16 | ACTUAL BUDGET FY 16-17 | APPROVED BUDGET FY 17-18 |
|------------------------------|------------------------------|--------------------------------|
| 446,133 | 446,133 | 452,626 |
| 15,218 | 15,621 | - |
| 34,997 | 31,522 | - |
| 41,635 | 41,042 | - |
| - | - | 100,000 |
| 3,133 | 2,818 | 2,818 |
| 204,980 | 236,108 | 169,815 |
| 67,612 | 67,828 | 60,000 |
| 367,575 | 394,939 | 332,633 |
| 82,704 | 75,204 | 32,538 |
| 5,000 | 7,000 | - |
| 87,704 | 82,204 | 32,538 |
| 15,823 | 15,823 | - |
| 26,513 | 27,513 | 21,182 |
| 6,682 | 5,432 | 10,500 |
| 37,306 | 61,306 | 35,000 |
| 14,346 | 14,346 | 30,534 |
| 100,670 | 124,420 | 97,216 |
| 75,000 | 75,000 | 75,000 |
| 228,212 | 258,300 | 242,452 |
| - | 22,500 | 6,500 |
| 303,212 | 355,800 | 323,952 |
| - | - | - |
| - | - | - |
| - | - | - |
| 208,063 | 178,000 | 184,000 |
| - | 16,408 | 11,203 |
| - | 15,000 | - |
| 10,000 | 6,760 | 16,900 |
| 12,000 | 10,000 | - |
| - | - | 101,522 |
| 2,000 | 1,110 | 1,226 |
| 646 | - | - |
| - | - | - |
| 55,469 | 77,528 | 66,965 |
| 288,178 | 304,806 | 381,816 |
| 1,147,339 | 867,230 | 835,522 |
| 3,085 | 3,086 | 3,300 |
| 3,085 | 3,086 | 3,300 |
| 1,150,424 | 1,265,255 | 1,171,455 |
| 1,596,557 | 1,711,388 | 1,624,081 |

| 2018-2019 PROPOSED BUDGET | | |
|--|--------------------------|-------------------|
| TOTAL | COMMUNITY DEVELOPMENT | PUBLIC LENDING |
| 459,831 | 57,943 | 401,888 |
| Beginning Fund Balance | | |
| - | - | - |
| Transfers from Other Funds | | |
| - | - | - |
| - | - | - |
| - | - | - |
| 107,744 | - | 107,744 |
| 2,500 | - | 2,500 |
| 175,206 | - | 175,206 |
| 62,953 | - | 62,953 |
| 348,403 | - | 348,403 |
| Grants/Contracts With Other Agencies | | |
| State of Oregon | | |
| 50,600 | 50,600 | - |
| 56,500 | 56,500 | - |
| 107,100 | 107,100 | - |
| TOTAL: State of Oregon | | |
| County & Local Government | | |
| - | - | - |
| 17,605 | 11,500 | 6,105 |
| 55,300 | 55,300 | - |
| 39,000 | 39,000 | - |
| 29,500 | 29,500 | - |
| 141,405 | 135,300 | 6,105 |
| TOTAL: County & Local Government | | |
| Federal Government | | |
| 115,500 | 115,500 | - |
| 34,591 | 34,591 | - |
| - | - | - |
| 150,091 | 150,091 | - |
| TOTAL: Federal Government | | |
| Other Grants & Contracts | | |
| - | - | - |
| 41,828 | 41,828 | - |
| 65,720 | 65,720 | - |
| 93,511 | 93,511 | - |
| 15,000 | 15,000 | - |
| - | - | - |
| - | - | - |
| 5,652 | 5,652 | - |
| 85,104 | 85,104 | - |
| 601 | 601 | - |
| - | - | - |
| 44,000 | 44,000 | - |
| 65,000 | 65,000 | - |
| 416,416 | 416,416 | - |
| TOTAL: Other Grants & Contracts | | |
| 815,012 | 808,907 | 6,105 |
| TOTAL: Grants/Contracts With Other Agencies | | |
| Investment Revenue | | |
| 5,500 | 400 | 5,100 |
| 5,500 | 400 | 5,100 |
| TOTAL: Investment Revenue | | |
| 1,168,915 | 809,307 | 359,608 |
| TOTAL REVENUE | | |
| 1,628,746 | 867,250 | 761,496 |
| TOTAL RESOURCES | | |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

**ECONOMIC DEVELOPMENT ACTIVITIES
FISCAL YEAR 2018-2019**

| | | TOTAL ECONOMIC DEVELOPMENT ACTIVITIES | COMMUNITY DEVELOPMENT ACTIVITIES | PUBLIC LENDING ACTIVES |
|---|------------------|--|---|---------------------------------------|
| <u>Personal Services</u> | <u>Total FTE</u> | | | |
| Executive Director | 0.08 | 10,115 | 7,406 | 2,709 |
| Executive Assistant | 0.08 | 3,458 | 2,532 | 926 |
| <u>Administrative Support</u> | | | | |
| Fiscal Services Manager | 0.08 | 6,063 | 4,439 | 1,624 |
| Fiscal Services Admin- CED & Loans & CERC | 0.67 | 43,698 | 36,861 | 6,836 |
| Fiscal Services Admin - Adult & Youth | 0.01 | 469 | 343 | 126 |
| Accounting Technician - AR/AP | 0.08 | 3,072 | 2,249 | 823 |
| Payroll Specialist | 0.08 | 2,982 | 2,184 | 799 |
| Human Resources Manager | 0.08 | 6,464 | 4,733 | 1,732 |
| Human Resource Coordinator | 0.08 | 5,359 | 3,923 | 1,435 |
| Human Resources Assistant | 0.08 | 2,425 | 1,775 | 650 |
| IT Manager | 0.04 | 2,512 | 2,180 | 332 |
| Network Administrator | 0.19 | 10,197 | 9,971 | 225 |
| <u>Program Staff</u> | | | | |
| Loan Manager | 1.00 | 110,200 | - | 110,200 |
| Loan Officer | 1.00 | 84,433 | - | 84,433 |
| Economic Development Manager | 1.00 | 91,728 | 91,728 | - |
| Program Administrator - CED | 1.00 | 67,637 | 67,637 | - |
| Program Coordinator - CED | 1.00 | 44,717 | 44,717 | - |
| Program Assistant - CED | 2.00 | 79,493 | 79,493 | - |
| ***SUB-TOTAL*** | 8.52 | 575,021 | 362,172 | 212,850 |
| <u>Payroll Expense</u> | | | | |
| Medical/Dental Insurance | | 156,856 | 114,841 | 42,015 |
| Life Insurance | | 2,688 | 1,706 | 982 |
| Public Employees Retirement | | 74,665 | 41,422 | 33,244 |
| F. I. C. A. | | 41,894 | 26,387 | 15,508 |
| Workers Compensation | | 2,346 | 1,444 | 901 |
| Unemployment Insurance | | 9,091 | 6,699 | 2,392 |
| ***SUB-TOTAL*** | | 287,540 | 192,499 | 95,042 |
| TOTAL PERSONAL SERVICES | | 862,562 | 554,671 | 307,891 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

ECONOMIC DEVELOPMENT ACTIVITIES
FISCAL YEAR 2018-2019

| | TOTAL ECONOMIC DEVELOPMENT ACTIVITIES | COMMUNITY DEVELOPMENT ACTIVITIES | PUBLIC LENDING ACTIVES |
|---|--|---|---------------------------------------|
| <u>Materials and Services</u> | | | |
| Rent | 40,463 | 23,112 | 17,351 |
| Telephone | 3,567 | 1,895 | 1,673 |
| Utilities/Janitorial | 10,641 | 6,053 | 4,588 |
| <u>Supplies/Printing</u> | | | |
| General Supplies | 13,684 | 10,116 | 3,568 |
| Printing | 418 | 302 | 116 |
| Furnishings & Equipment | 1,691 | 1,468 | 223 |
| Postage | 730 | 419 | 311 |
| Subscriptions | 740 | 39 | 701 |
| Fees/Dues | 14,160 | 7,341 | 6,819 |
| Advertising | 906 | 878 | 27 |
| Office Equipment Lease Exp | 534 | 336 | 198 |
| <u>Repair and Maintenance</u> | | | |
| Office Equipment | - | - | - |
| Other | 4,022 | 2,350 | 1,672 |
| Insurance | 5,963 | 3,417 | 2,546 |
| <u>Services</u> | | | |
| Legal | 916 | 590 | 326 |
| Auditing | 2,480 | 1,525 | 955 |
| Security Services | 7,031 | 3,599 | 3,432 |
| <u>Consulting</u> | | | |
| Telephone Systems | 137 | 70 | 67 |
| Contracting | 122,662 | 122,334 | 328 |
| Pass Through | 57,175 | 57,175 | - |
| <u>Training/Travel</u> | | | |
| Operational | 10,065 | 9,772 | 293 |
| Travel/Employee Bus Pass | 723 | 359 | 364 |
| Staff Training/Education | 1,660 | 1,486 | 174 |
| <u>TOTAL MATERIALS AND SERVICES</u> | 300,370 | 254,636 | 45,732 |
| <u>TOTAL GENERAL FUND EXPENDITURES</u> | | | |
| | 1,162,931 | 809,307 | 353,624 |
| <u>Transfers, Contingency & Fund Balance</u> | | | |
| Operating Contingency | 175,818 | 57,943 | 117,875 |
| Ending Fund Balance | 289,997 | - | 289,997 |
| <u>TOTAL TRANSFERS, CONTINGENCY & FUND BALANCE</u> | 465,815 | 57,943 | 407,872 |
| <u>TOTAL GENERAL FUND REQUIREMENTS</u> | | | |
| | 1,628,746 | 867,250 | 761,496 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

TRANSPORTATION RESOURCES

| ACTUAL BUDGET FY 15-16 | ACTUAL BUDGET FY 16-17 | APPROVED BUDGET FY 17-18 |
|------------------------------|------------------------------|--------------------------------|
| 751,522 | 751,521 | 2,286,351 |
| 2,060,675 | 1,068,294 | 1,290,036 |
| - | 200,000 | 738,000 |
| 3,067,169 | 2,622,468 | 1,895,009 |
| 5,127,844 | 3,890,762 | 3,923,045 |
| 612,521 | 750,208 | 433,839 |
| 136,215 | 158,000 | 65,000 |
| 217,585 | 170,000 | 77,000 |
| 1,753,171 | 1,741,629 | 1,769,488 |
| 863,459 | 849,540 | 755,507 |
| 3,582,950 | 3,669,377 | 3,100,834 |
| 1,548,326 | 2,075,661 | 2,033,188 |
| 1,548,326 | 2,075,661 | 2,033,188 |
| 3,084,640 | 3,999,911 | 3,845,125 |
| 190,000 | 60,000 | 60,000 |
| 10,449,120 | 13,695,711 | 12,962,192 |
| 336 | 35,353 | 212,146 |
| 831,775 | 852,278 | 654,766 |
| 275,806 | 639,675 | 638,531 |
| 1,107,917 | 1,527,306 | 1,505,443 |
| 15,205 | 11,074 | 8,576 |
| 15,205 | 11,074 | 8,576 |
| 11,572,242 | 15,234,091 | 14,476,211 |
| 12,323,764 | 15,985,612 | 16,762,562 |

Beginning Fund Balance

**Grants/Contracts With Other Agencies
State of Oregon**

Oregon Department of Human Services
Oregon Business Development Department
Oregon Dept of Transportation

TOTAL: State of Oregon

County & Local Government

Deschutes County
Jefferson County
Crook County
City of Bend
Other Local Government

TOTAL: County & Local Government

Federal Government

US Department of Transportation

TOTAL: Federal Government

Other Grants & Contracts

Pacific Source
Central Oregon Council On Aging (COCOA)

TOTAL: Other Grants & Contracts

Other Revenue

Misc Transportation
Bus Fares
Charges for Services

TOTAL: Other Revenue

Investment Revenue

Interest on Investments

TOTAL: Investment Revenue

TOTAL REVENUE

TOTAL RESOURCES

| 2018-2019 PROPOSED BUDGET TRANSPORTATION ACTIVITIES | CERC | CASCADES EAST TRANSIT |
|--|------------------|--------------------------|
| 2,901,042 | | 68,199 |
| 1,266,071 | 966,900 | 299,171 |
| - | - | - |
| 1,713,241 | - | 1,713,241 |
| 2,979,312 | 966,900 | 2,012,412 |
| 435,460 | - | 435,460 |
| 65,000 | - | 65,000 |
| 77,000 | - | 77,000 |
| 1,283,838 | - | 1,283,838 |
| 708,185 | - | 708,185 |
| 2,569,483 | - | 2,569,483 |
| 1,352,786 | | 1,352,786 |
| 1,352,786 | - | 1,352,786 |
| 4,862,880 | 4,683,723 | 179,157 |
| 60,000 | | 60,000 |
| 11,824,461 | 5,650,623 | 6,173,838 |
| 91,584 | - | 91,584 |
| 710,278 | - | 710,278 |
| 604,176 | 3,394 | 600,782 |
| 1,406,038 | 3,394 | 1,402,644 |
| 20,322 | - | 20,322 |
| 20,322 | - | 20,322 |
| 13,250,821 | 5,654,017 | 7,596,804 |
| 16,151,863 | 5,654,017 | 7,665,003 |

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

**TRANSPORTATION ACTIVITIES
FISCAL YEAR 2018-2019**

| | | TRANSPORTATION ACTIVITIES | CERC | Cascade East Transit |
|--|-------------------------|--------------------------------------|------------------|---------------------------------|
| <u>Personal Services</u> | <u>Total FTE</u> | | | |
| Executive Director | 0.66 | 86,443 | 21,611 | 64,832 |
| Executive Assistant | 0.66 | 29,550 | 7,387 | 22,162 |
| <u>Administrative Support</u> | | | | |
| Fiscal Services Manager | 0.66 | 51,814 | 12,954 | 38,861 |
| Fiscal Services Admin - CED & Loans & CERC | 0.28 | 18,539 | 12,023 | 6,516 |
| Fiscal Services Admin - Transportation | 1.00 | 57,065 | - | 57,065 |
| Fiscal Services Admin - Adult & Youth | 0.07 | 3,966 | 991 | 2,974 |
| Human Resources Manager | 0.66 | 55,245 | 13,811 | 41,434 |
| Human Resource Coordinator | 0.66 | 45,794 | 11,449 | 34,346 |
| Accounting Technical - AR/AP | 0.66 | 26,253 | 6,563 | 19,690 |
| Payroll Specialist | 0.66 | 25,487 | 6,372 | 19,115 |
| Human Resource Assistant | 0.66 | 20,724 | 5,181 | 15,543 |
| Accounting Clerk - CERC Billing | 1.00 | 38,985 | 38,985 | - |
| IT Manager | 0.80 | 50,692 | 22,396 | 28,297 |
| Network Administrator | 0.41 | 22,676 | 11,719 | 10,957 |
| <u>Program Staff</u> | | | | |
| Transportation Manager | 1.00 | 99,326 | - | 99,326 |
| CERC Brokerage Manager | 1.00 | 67,637 | 67,637 | - |
| CET Operations Manager | 1.00 | 72,173 | - | 72,173 |
| Senior Transit Planner | 2.00 | 120,179 | - | 120,179 |
| Program Administrator-Transit | 2.00 | 118,553 | 118,553 | - |
| Program Assistant - Transit | 2.00 | 70,649 | 31,162 | 39,487 |
| Quality Assurance Lead | 2.00 | 89,851 | 45,133 | 44,717 |
| Market Attendant | 1.40 | 48,118 | - | 48,118 |
| Vehicle Mechanic | 1.00 | 35,325 | - | 35,325 |
| Outreach and Engagement Coordinator | 1.00 | 63,756 | - | 63,756 |
| Field Supervisor | 2.00 | 102,161 | - | 102,161 |
| CET Dispatch and Call Supervisor | 1.00 | 53,815 | - | 53,815 |
| Transit Planning and Outreach Specialist | 1.00 | 42,147 | - | 42,147 |
| Customer Service Representatives | 14.50 | 486,878 | 352,196 | 134,682 |
| Dispatcher | 6.00 | 217,861 | - | 217,861 |
| Drivers | 21.44 | 763,291 | - | 763,291 |
| Vehicle Maintenance | 3.60 | 126,513 | - | 126,513 |
| ***SUB-TOTAL*** | 72.78 | 3,111,466 | 786,123 | 2,325,343 |
| <u>Payroll Expense</u> | | | | |
| Medical/Dental Insurance | | 1,123,527 | 343,174 | 780,352 |
| Life Insurance | | 14,331 | 3,789 | 10,542 |
| Public Employees Retirement | | 348,591 | 89,600 | 258,991 |
| F. I. C. A. | | 230,174 | 58,096 | 172,078 |
| Workers Compensation | | 71,721 | 2,187 | 69,534 |
| Unemployment Insurance | | 67,818 | 17,284 | 50,534 |
| ***SUB-TOTAL*** | | 1,856,162 | 514,132 | 1,342,030 |
| TOTAL PERSONAL SERVICES | | 4,967,628 | 1,300,255 | 3,667,373 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

TRANSPORTATION ACTIVITIES
FISCAL YEAR 2018-2019

| | TRANSPORTATION ACTIVITIES | CERC | Cascade East Transit |
|---|--------------------------------------|------------------|---------------------------------|
| <u>Materials and Services</u> | | | |
| Rent | 148,450 | 19,945 | 128,505 |
| Telephone | 90,002 | 16,534 | 73,467 |
| Utilities/Janitorial | 85,677 | 7,814 | 77,863 |
| <u>Supplies/Printing</u> | | | |
| General Supplies | 79,323 | 15,553 | 63,771 |
| Printing | 16,351 | 2,703 | 13,648 |
| Furnishings & Equipment | 12,389 | 3,454 | 8,935 |
| Postage | 14,673 | 10,058 | 4,616 |
| Subscriptions | 193 | 69 | 124 |
| Fees/Dues | 118,724 | 16,622 | 102,103 |
| Advertising | 4,960 | 1,555 | 3,405 |
| Office Equipment Lease Exp | 3,181 | 1,196 | 1,985 |
| <u>Repair and Maintenance</u> | | | |
| Office Equipment | - | - | - |
| Vehicles | 221,011 | - | 221,011 |
| Other | 18,160 | 3,549 | 14,611 |
| Insurance | 121,608 | 29,109 | 92,499 |
| <u>Services</u> | | | |
| Legal | 52,747 | 3,491 | 49,256 |
| Auditing | 16,520 | 4,130 | 12,390 |
| Security | 36,156 | 1,200 | 34,956 |
| <u>Consulting</u> | | | |
| Telephone Systems | 3,177 | 1,700 | 1,477 |
| Contracting | 5,717,474 | 4,057,074 | 1,660,400 |
| <u>Training/Travel</u> | | | |
| Operational | 28,323 | 5,793 | 22,530 |
| Staff Training/Education | 15,686 | 5,051 | 10,635 |
| Travel/Employee Bus Pass | 9,779 | 2,247 | 7,532 |
| Fuel Expense | 482,052 | | 482,052 |
| Drug Testing | 3,507 | | 3,507 |
| <u>Cost of Goods Sold</u> | | | |
| Hawthorne Market | 38,562 | | 38,562 |
| <u>TOTAL MATERIALS AND SERVICES</u> | 7,338,686 | 4,208,847 | 3,129,838 |
| <u>Capital Outlay</u> | | | |
| Furnishings & Equipment | 359,500 | - | 359,500 |
| Vehicles | 336,116 | - | 336,116 |
| <u>TOTAL CAPITAL OUTLAY</u> | 695,616 | - | 695,616 |
| <u>TOTAL GENERAL FUND EXPENDITURES</u> | 13,001,930 | 5,509,102 | 7,492,828 |
| <u>Transfers & Contingency</u> | | | |
| Operating Contingency | 3,149,933 | 144,915 | 172,175 |
| <u>TOTAL TRANSFERS & CONTINGENCY</u> | 3,149,933 | 144,915 | 172,175 |
| <u>TOTAL GENERAL FUND REQUIREMENTS</u> | 16,151,863 | 5,654,017 | 7,665,003 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

CAPITAL BUDGET DETAILS

This COIC proposed budget includes:

| <u>Item Description</u> | <u>Funding Source</u> | <u>Grant Amount</u> | <u>Match Rate</u> | <u>Match</u> | <u>Total Outlay</u> |
|---|--|---------------------|-------------------|------------------|---------------------|
| <u>Recurring Capital Expenditures</u> | | | | | |
| Two (2) medium size, heavy duty category B buses for community connector service | ODOT 5339 Capital Grant (Bus & Bus Facilities) | \$285,699 | 15% | \$50,417 | \$336,116 |
| <u>Nonrecurring Capital Expenditures</u> | | | | | |
| ADA audio & visual (LED sign) and bus stop announcement equipment for 17 vehicles | ODOT 5339 Capital Grant (Bus & Bus Facilities) | \$108,800 | 20% | \$27,200 | \$136,000 |
| Automated passenger counter equipment for 17 vehicles | ODOT 5339 Capital Grant (Bus & Bus Facilities) | \$61,200 | 20% | \$15,300 | \$76,500 |
| New radio system for both dispatch and rural CET buses | ODOT 5310 Capital Grant (Enhanced Mobility) | \$117,600 | 20% | \$29,400 | \$147,000 |
| Total: | | \$573,299 | 18% | \$122,317 | \$695,616 |

Note: Amounts are presented in whole dollars. Due to rounding total amounts may vary.

**LOAN CLOSURE HISTORY
&
LOAN CLOSURE PROJECTED**

| <u>Loan Fund</u> | <u>2008-2009 Actual</u> | <u>2009-2010 Actual</u> | <u>2010-2011 Actual</u> | <u>2011-2012 Actual</u> | <u>2012-2013 Actual</u> | <u>2013-2014 Actual</u> | <u>2014-2015 Actual</u> | <u>2015-2016 Actual</u> | <u>2016-2017 Actual</u> | <u>Approved 2017-2018 Budget</u> | <u>Proposed 2018-2019 Budget</u> |
|------------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|--|--|
| Deschutes Co. | - | - | - | - | - | - | - | - | - | - | - |
| Jefferson Co. | 400,000 | - | 50,000 | - | 100,000 | - | - | - | - | - | - |
| Klamath Co. | - | - | - | - | - | - | - | - | - | - | - |
| COIC #1 | 40,000 | 150,000 | 63,000 | 50,750 | - | 175,000 | 30,000 | - | 102,500 | - | - |
| COIC #2 | 50,000 | 250,000 | - | - | 50,000 | 209,366 | 60,000 | 200,000 | - | - | - |
| COIC #3 | - | 250,000 | 140,000 | - | 175,000 | 171,132 | 120,868 | 150,000 | 225,000 | - | - |
| COIC EDA RLF | - | - | - | - | - | - | - | - | - | 200,000 | 200,000 |
| COIC Local | - | - | - | 114,000 | - | - | - | - | - | - | - |
| Regional Strategies RLF | - | - | - | - | - | - | - | - | - | - | - |
| Intermediary Loan Program | 148,827 | 500,000 | - | - | - | 391,030 | 200,000 | 147,500 | - | 250,000 | 200,000 |
| Total Principal | 638,827 | 1,150,000 | 253,000 | 164,750 | 325,000 | 946,528 | 410,868 | 497,500 | 327,500 | 450,000 | 400,000 |
| 1.5% Packaging Fee | 9,582 | 17,250 | 3,795 | 2,471 | 4,875 | 14,198 | 6,163 | 7,463 | 4,913 | 6,750 | 6,000 |

STATEMENT OF HISTORY
COIC REVOLVING LOAN FUND
9/84 – 3/18

COIC was awarded \$300,000 in Department of Commerce, Economic Development Administration funds in 1984 to establish a revolving loan fund. Then in 1987 the Department of Commerce increased the funding by an additional \$450,000, and then again in 1990 by \$600,000 for a total amount of \$1,350,000. The following conditions were required by EDA.

- 1) Participation to include Crook, Deschutes, Jefferson, Lake, Harney and Klamath Counties.
- 2) Local match at \$25,000 per county or \$100,000 for the first loan fund, then \$45,000 per county or \$225,000 for the second loan fund and \$200,000 from the third loan fund of which State Regional Strategies provided \$150,000, Harney County provided \$25,000 and COIC provided \$25,000.

For the fiscal year beginning July 1, 2016, the COIC board with approval from the EDA has combined the three rounds of funding into one loan fund.

Since the establishment of this fund, \$4,347,858 in program income has been earned with \$2,660,034 or 61.2% utilized for fund administration.

The budget reflects an anticipated charge for services of 91.4%. COIC administration charges for services are limited to actual expenditures.

**STATEMENT OF HISTORY
USDA RURAL DEVELOPMENT
INTERMEDIARY RELENDING PROGRAM**

COIC successfully obtained the USDA Rural Development relending program. In 1996, a commitment was made to COIC for \$2,000,000. In 1999, an additional commitment was made to COIC of \$572,000. Participation includes Deschutes, Crook, Jefferson, Harney, Klamath, Lake, Wasco, and Sherman Counties. These are funds borrowed from USDA, of which COIC pays an annual interest rate of 1% on borrowed funds and principal repayments began in 2001. The first principal payment was made in March, 2001. As of March 31, 2018, \$1,572,614 had been repaid of the \$2,572,000 borrowed, leaving a note payable balance of \$999,386.

COIC was required to establish a loan loss reserve significant enough to secure funds to be borrowed from USDA. The Local Job Creation fund balance was committed to the IRP fund for that reserve. The amount transferred, as of 6/30/99 was \$136,218.27. In 1999, USDA informed COIC that the loan loss reserve commitment had been met and it became unnecessary to transfer any additional funds.

Since establishment of this fund, \$2,726,347 in program income has been earned with \$1,460,764 or 53.6% being utilized for fund administration. Cumulative interest expense on funds lent for the period ended March 31, 2018 was \$366,351.

The budget reflects an anticipated charge for services of 91.6% COIC administration charge for services are limited to actual expenditures.

STATEMENT OF HISTORY
COIC REVOLVING LOAN FUND LOCAL JOB CREATION
1/86 - 3/18

COIC established a locally funded revolving loan fund in 1986 in anticipation of serving businesses unable to meet more stringent federal requirements. The initial amount was \$250,000.

Participation has been based upon case-by-case council decisions. To afford maximum flexibility and utilization, no limitations have been established. COIC dedicated \$25,000 from this portfolio to match RLF Round 3 recapitalization.

Since establishment of this fund, \$284,485 in program income has been earned with \$259,094 or 91.1% being utilized for fund administration.

The budget reflects an anticipated charge for services of 100% of program income.

During 1997, the board reserved the portfolio balance of this fund to establish a loan loss reserve required to acquire funds from the USDA intermediary relending program. The cash balance held in this fund was transferred to the IRP fund and all principal payments made against the outstanding note receivable in this fund were transferred as they were received. After transferring \$136,218.27 to the IRP fund, COIC was notified that our commitment to the USDA relending program was met, and in 1999, the Board resolved to leave the remaining funds in the Local Job Creation fund.

During 2010-11, the board approved a loan to the Intermodal Center from Local Job Creations funds in the amount of \$114,000. Interest rate on the loan is 4%

RESERVES FUND

2018 - 2019 Proposed Budget

This statement is included in this section of COIC's budget document as part of the board oversight of the reserve fund. The actual balance of the Reserve Fund going into next fiscal year will not be known until we officially close out the year, so we have shown the estimated activity and the "preliminary balance" as of the date of the Budget Committee Meeting.

The preliminary balance of the reserve fund is calculated to be \$3,948,680. All of the increase in reserves for fiscal year 2017/2018 is projected to come from the Transportation Department, the Economic Development Department (Loan Program) and the Building Fund. Even though COIC has managed to increase its reserve fund throughout the years, these funds are committed funds, and belong to and can only be used by the departments that generate them.

The Transportation Department's reserve fund balance is committed for such projects as the Redmond Hub, service expansion for the Bend and Rural service areas, capital outlay and potential retirement of long term debt. The Transportation Department's reserve balance is also necessary to cover the period between expenditure and reimbursement, with that cycle being about five to six months. Most of the transportation funding sources are reimbursement grants or contracts. COIC's Transportation Department also makes large capital purchases that must be paid for up front and then reimbursed. Therefore, it is necessary that at all times the Transportation Department have at least six months of cash flows available for operations. Six months of operation expenses for the Transportation Department based on 2018-2019 budget is \$6,500,965, leaving a deficit in necessary operating contingency of \$3,351,032.

For the Economic Development Department's break down of operating contingency and fund balance see page 6-3 of the budget. Of the programs contained in the Economic Development Department, the Community Development Activities program only has \$57,943 in operating contingency, and should have \$269,769, therefore that program is \$211,826 short of achieving its operating contingency goals. The Public Lending Activities program has an operating contingency of \$117,875, and additional fund balance of \$289,997, therefore this program is over in its operating contingency goals by the ending fund balance of \$289,997. The majority of the Economic Development Department's grants and contracts are expense reimbursement grants and contracts, and the billing cycle for this department is about four months. Therefore, it is necessary for the Economic Development department to have four months of cash reserves available to cover operating expenditures at all times. Four months of operating expenditures based on the 2018-2019 budget in total is \$387,644. Total projected operating contingency at year end for the economic development department is \$465,815, therefore leaving an excess of \$78,171, however all the necessary excess relates to the loan department, as mentioned above.

The Employment and Training department's billing cycle is about two months, and most of that departments grants and contracts are expense reimbursement contracts, therefore it is necessary for the Employment and Training department to have two months of operating contingency reserves on hand at all times to cover operating costs. Based on the 2018-2019 budget, the necessary operating contingency needed on hand is \$555,293, therefore leaving a deficit in necessary operating contingency of \$280,648.

For COIC as a whole, the organization's necessary operating contingency need is \$7,582,402. Based on the 2018-2019 budget, the estimated operating contingency is only 52% of total operating contingency needed or deficient of \$3,329,162.

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
RESERVES FUND**

**FISCAL YEAR
2018 - 2019**

| | COIC Total | Employment & Training | Economic Development | Transportation | Building Fund |
|--|-------------------|----------------------------------|-----------------------------|-----------------------|----------------------|
| Fund Balance 6/30/2016 | 1,781,849 | 208,922 | 448,517 | 910,810 | 213,600 |
| Fiscal Year 16/17 Activity | 2,043,925 | 65,723 | 6,388 | 1,922,033 | 49,781 |
| Fund Balance 6/30/2017 | 3,825,774 | 274,645 | 454,905 | 2,832,843 | 263,381 |
| Fiscal Year 17-18 Activity (estimated) | 122,906 | - | 4,926 | 68,199 | 49,781 |
| Fund Balance 6/30/2018 (estimated) | 3,948,680 | 274,645 | 459,831 | 2,901,042 | 313,162 |
| Fiscal Year 18-19 Activity (estimated) | 304,560 | - | 5,984 | 248,891 | 49,685 |
| Fund Balance 6/30/2019 (estimated) | 4,253,240 | 274,645 | 465,815 | 3,149,933 | 362,847 |
| | | | | | |
| Necessary operating contingency by department | 7,582,402 | 555,293 | 387,644 | 6,500,965 | 138,500 |
| | | | | | |
| Excess or (Deficiency) in operating contingency | (3,329,162) | (280,648) | 78,171 | (3,351,032) | 224,347 |
| | | | | | |
| Percent of Necessary Operating Contingency | 52% | 49% | 119% | 45% | 226% |