

# NORCOR

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## *NORCOR BUDGET MESSAGE INTRODUCTION Fiscal Year 2020/2021*

Northern Oregon Regional Corrections (NORCOR) is a municipal corporation. It was created in 1996 under the authority of Oregon Revised Statutes (ORS 190) by the execution of an Intergovernmental Agreement between Gilliam, Hood River, Sherman and Wasco Counties and as such, it is a jointly governed organization.

The Management Team of NORCOR is presenting the 2020-2021 Fiscal Year Budget based on the financial policy that aligns with the wishes and direction of the NORCOR Board of Directors. In this budget the following principles are reflected:

- No new positions
- No new programs
- The budget is based on Continuing Service Levels
- Minimum level of reserves
- 100,000 placed in the Capital Replacement Plan
- Funds budgeted for strategic planning
- Potential costs related to hiring a Management Position

The value and purpose of this budget is to provide a financial plan for the 2020-2021 fiscal year, and authorizes NORCOR to receive resources and expend funds based on the budget framework.

The current management team includes the Administrative Sheriff, Administrative Juvenile Director, Adult Corrections Jail Commander, and Juvenile Detention Manager. The 2020-2021 framework creates a budget that maintains the current management structure as the Board of Directors plans and moves forward with a permanent leadership structure moving into the 2021-2022 fiscal year.

The Budget Committee convenes to receive the budget message and the budget document and to provide a forum for the public to share comments about the budget. Upon the satisfaction of the budget committee the Management Team will seek approval for the 2020-2021 fiscal year budget.

The budget is structure remains consistent with the 2019-2020 fiscal year with three departments within the General Fund. There are four additional budgeted funds that are restricted with specific dedicated funds.

The NORCOR budget has five distinct and separate Funds:

### *Four Budgeted Funds:*

1. General Fund
2. In Custody Welfare Fund

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3. Construction Fund
4. Reserve Fund (The NORCOR Facility Reserve Fund was created as separate fund on February 21, 2019)

## *Non-Budgeted Funds:*

5. In custody Trust Fund which is a non-budgeted fund as it is a trust – which means the fund is strictly a pass-through fund with specific rules.

## *1. General Fund*

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The new budget format includes three departments within the General Fund:

### *Administration:*

- Shared Revenue-Property Rental, Interest Income, Prior Year Taxes
- Shared Expenses, Personnel, Materials and Services and Capital Outlay
- Transfers into the Administration fund from Adult and Juvenile funds based on agreed upon percentage to cover the short fall from Revenue less Expenses:
  - Adult Corrections 90%
  - Juvenile Detention 10%
- Software expenses are covered through the inter-department transfer based on a 75% adult and 25% juvenile split.

### *Adult Corrections:*

- Department specific Revenue- County Subsidies, Service Contracts, Federal Funds, In Custody Fees, Justice Reinvestment Funds
- Department specific Expenses
- Capital, Contingency, and Reserves
- Transfers out to Administration Department: 90%

### *Juvenile Detention:*

- Department specific Revenue- County Subsidies, Service and Rental Contracts, Federal Funds, and Food Services Contracts
- Department specific Expenses
- Capital, Contingency, and Reserves
- Transfers out to Administration Department: 10%

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## 2. *Facility Welfare Fund:*

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The In Custody Welfare Fund impacts the adult facility, with the revenues received restricted by state law for expenditures that benefit all of the adults in custody. Expenditures in this fund include items or programs that enhance the lives of adults in custody, to include education, job training, drug and alcohol treatment, exercise equipment, televisions and cable subscriptions, magazine subscriptions, books, microwaves, special event meals or snacks, and board games.

These funds cannot be used for regular meals, clothing, medical care, staff salaries, staff clothing or equipment, and facility maintenance.

## 3. *Construction Fund:*

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The Construction Fund was created during the time the facility was being built and created. The fund has an account balance that this current budget is recommending to remain in the Construction Fund without any plan to expend the funds. If in the future the NORCOR facility either obtains additional funds for a planned construction project this fund will be in place to budget for the projects.

## 4. *Reserve Fund:*

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The Reserve fund was developed in February 2019 for the creation of a strategic plan. The funds are reserved for future expenditures for maintenance and capital improvements that enhance current assets and maintain building infrastructure enhance the ability to create a five year Capital Improvement Plans. This fund has been established to allow for the ability to increase the reserve from year to year.

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## *County Subsidy Revenue:*

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NORCOR is an Inter-Governmental Entity through a cooperative agreement between Gilliam, Hood River, Sherman, and Wasco Counties. The shared ownership of the facility is reflected in the shared financial responsibility based on an agreed upon formula:

50% Wasco County

40% Hood River County

5% Gilliam County

5% Sherman County

The Management Team recognizes the need to maintain a safe and secure facility while balancing efficient spending of public funds. During the 2019-2020 fiscal year the NORCOR Board approved a three year contract with the Northern Oregon Regional Corrections Association (NORCA) through a the Collective Bargaining process.

## *NORCOR Facility*

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The 2020-2021 fiscal year represents the second year of the NORCOR Interim Management structure. This budget anticipates costs related to the development of a strategic plan and the hiring process for the new management structure starting July 1, 2021.

The overall rate of increase in personnel is over 4% and cannot be completely absorbed into new or increased revenues. As a result the Management Team is recommending to the Budget Committee that all non-represented staff will be held at their current rate of compensation. The budget eliminates all Cost of Living Increases and Step Increases for non-represented employees. This practice is not sustainable, and will need to be taken into consideration for both the overall compensation of employees, and any upcoming labor negotiations.

## *Contract Revenues:*

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The rental contract with INSTITU will continue through the 2020-2021 fiscal year with and increased monthly rate starting October 1, 2020. Other revenues into the Shared Services include taxes an facility-wide revenues.

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## *Personnel Changes:*

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This proposed budget includes discontinuing the recruitment for three positions that are not currently filled. All three of these positions have been vacant for a period of time and the facility has developed strategies to continue service levels without filling these positions. The Management Team wants to ensure the Board of Directors and the Budget Committee that these positions were not extraneously extra positions. The reductions will have some impacts both on staff and access to services for youth and adults in custody.

## *Materials and Services:*

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The materials and services reflect increases in the costs of professional services such as the audit, insurance, and legal services. These increases are based on quotes and past expenditures. This budget does.

## *Five Year Plan: Combined Departments*

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NORCOR was constructed in 1999 and has not had any major renovations completed since that date. Much of the current structural and mechanical areas of the facility are rapidly reaching expected “end of life” time periods. While this does not mean these areas have to be replaced immediately, it does mean we need to prepare to fund an account that will cover these costs in the future. Included in this budget are funds to be placed in this account for these future costs for such things as roof replacement, heat pump replacement, upgrades to sewer infrastructure, parking lot maintenance, and security camera upgrades. NORCOR completed an assessment of capital projects for the Oregon Legislature. Unfortunately during the 2020 Short Session the construction bonds were not moved forward for a vote. The total estimate to complete all of the capital needs was estimated at 1.7 Million dollars.

## *County Subsidy Allocation Policy for Maintenance and Operations*

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This budget is based on an amount needed to meet minimum staffing, proper security levels and projected operating costs. The county-based funding formula was adopted by the NORCOR Board of Directors and is the foundation for the 2020-2021 proposed budget. The formula remains at Wasco County 50%, Hood River County 40%, Gillam County 5%, and Sherman County 5%. This budget anticipates a four (4%) percent increase to the overall payments from counties. This increase represents a total of \$168,340 in the overall proposed budget that is being presented today.

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## *Adult Facility*

### *Contract Revenues:*

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NORCOR continues to contract with outside entities to offset the financial burden to the member counties. During the 2019-2020 fiscal year, the adult facility negotiated new financial agreements with the US Marshal's, increasing both the contract with the US Marshal and the contract with Immigration Customs Enforcement. The increase from \$80 per/day to \$105 per/day reflects almost a 25% in daily rate. This contract does not have any guaranteed numbers, so the budgeted revenue is conservative and is based on recent numbers.

NORCOR continues to contract with Benton County, Oregon with a guarantee of 22 beds and a reduced rate for any additional adults in custody. This contract was also renewed during the 2019-2020 fiscal year with an increase of 2%.

The NORCOR member counties and Wheeler County, Oregon have dedicated a portion of the Justice Reinvestment funds to support programming and case management for adults in custody.

### *Personnel Changes:*

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The 2020-2021 budget reflects acknowledging the two unfilled positions of Nurse and Corrections Technician and removing the positions from the budget. It also reflects moving the Mental Health Clinician from the Adult budget into the Administrative Budget and removing the unfilled position that was captured in administration. This budget does not reduce current FTE, but it does reduce the FTE capacity for the facility.

### *Materials and Services:*

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There are no significant increases in the materials and supplies for the adult facility. The one facility-wide improvement reflected in the budget is for the replacement of the phone system. The current system was installed at the opening of the facility and there have been concerns over the past two years that the system is at "end of life". If NORCOR does not replace prior to failure, the down-time for any phone system could be up to two-weeks. This risk does not seem to be easily mitigated, and without the capital funds from the Legislature, it has been budgeted for completion this year.

## *Juvenile Facility*

### *Contract Services*

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The NORCOR Juvenile Detention Facility is a regional detention facility serving the four Member Counties, fifteen Oregon Counties in Central and Eastern Oregon, two jurisdictions in Washington, and two Federal contracts. Within the NORCOR Juvenile Detention facility there are four separate populations including pre-adjudication detention, youth sentenced to a specific period of time (30 days or less), youth in the Youth Care Center. Klickitat County continues to enter into a contract guarantee of one bed at the rate of \$165 per/day.

During the 2019-2020 fiscal year an intergovernmental agreement was entered into with the Oregon Youth Authority for up to 6 youth. A contract extension was also entered into with the Bureau of Indian Affairs, for youth from the Confederated Tribes of the Warm Springs. The contracts for the Juvenile facility continue to make up over 30% of the overall facility budget.

### *Personnel expenditures*

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There were no unfilled positions in the juvenile facility, the impact of the reduction of the Mental Health Clinician will continue to require the Juvenile Facility to back fill access for mental health services with the Crisis Team through Mid-Columbia Center for Living.

### *Materials and Services:*

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The 2020-2021 fiscal year budget does not reflect any additional increases that are outside of regular inflationary costs. Within the juvenile facility the initial proposed budget included replacing the fingerprint machine. The Management Team recommends that if the fingerprint machine fails during this fiscal year the individual counties with jurisdiction and responsibility for fingerprints develop a new resource. All of the county juvenile departments represented by NORCOR are aware of the potential change in practice.

Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21	
10-3000-199	BEGINING FUND BALANCE	\$ 903,897	\$ 784,082	\$ 700,000

### REVENUE ADULT CORRECTIONS

10-3100-101	SUBSIDY WASCO COUNTY	\$ 1,493,676	\$ 1,639,928	\$ 1,705,525
10-3100-102	SUBSIDY HOOD RIVER COUNTY	\$ 1,194,939	\$ 1,311,939	\$ 1,364,417
10-3100-103	SUBSIDY SHERMAN COUNTY	\$ 149,368	\$ 163,993	\$ 170,553
10-3100-104	SUBSIDY GILLIAM COUNTY	\$ 149,368	\$ 163,993	\$ 170,553
10-3100-107	INMATE DEBT RECOVERY	\$ 8,431	\$ 3,000	\$ 8,000
10-3100-108	CONTRACT COUNTY BEDS	\$ 789,975	\$ 729,671	\$ 629,040
10-3100-110	OTHER REVENUE	\$ 156,766	\$ 50,000	\$ 70,000
10-3100-111	WHEELER COUNTY REVENUE	\$ 261	\$ 500	\$ 38,500
10-3100-112	INTEREST-LGIP GENERAL	\$ 14,253	\$ -	\$ -
10-3100-113	INTEREST-GENERAL CHECKING	\$ 97	\$ -	\$ -
10-3100-114	INMATE MEDICAL CHARGES	\$ 3,339	\$ 2,500	\$ 5,000
10-3100-115	INMATE ROOM AND BOARD	\$ 27,039	\$ 22,500	\$ 23,000
10-3100-116	OREGON DUII REIMBURSEMENT	\$ 22,663	\$ -	\$ 10,000
10-3100-117	FEDERAL HOUSING US MARSHALL	\$ 23,200	\$ 18,000	\$ 786,500
10-3100-118	FEDERAL INMATE HOUSING ICE	\$ 808,437	\$ 730,000	\$ 193,000
10-3100-121	SSI INCENTIVE PROGRAM	\$ 6,400	\$ 5,000	\$ 6,000
10-3100-122	PROPERTY RENTAL INCOME	\$ 560,081	\$ -	\$ -
10-3100-123	MEDICAL EXPENSE REIMBURSEMENTS	\$ 112,412	\$ 120,000	\$ 120,000
10-3100-128	JUSTICE REINVESTMENT GRANT	\$ 85,000	\$ 100,000	\$ 121,500
10-3100-132	PRIOR YEAR TAX RECEIVED	\$ 13,058	\$ -	\$ -
10-3100-133	TAX INTEREST RECEIVED	\$ 2,065	\$ -	\$ -
10-3100-135	BJA GRANT FUNDS	\$ 72,059	\$ 56,000	\$ -
10-3100-199	BAIL-PASS THROUGH	\$ -	\$ -	\$ -
		\$ 5,692,889	\$ 5,117,024	\$ 5,421,587

### PERSONNEL ADULT CORRECTIONS

10-4110-101	SALARY LIEUTENANT	\$ 152,411	\$ 149,405	\$ 160,622
10-4110-102	SALARIES SERGEANTS	\$ 321,937	\$ 255,287	\$ 272,910
10-4110-103	SALARIES CORRECTION DEPUTY	\$ 1,013,911	\$ 1,037,729	\$ 1,155,971
10-4110-104	SALARIES CORRECTIONS CLERKS	\$ 47,584	\$ 35,568	\$ 37,642
10-4110-105	SALARIES CORRECTION TECHS	\$ 121,187	\$ 181,925	\$ 155,421
10-4110-106	SALARY ADMIN ASSISTANT	\$ 39,763	\$ 47,091	\$ 49,646
10-4110-107	SALARY MENTAL HEALTH CORRECTIO	\$ 64,249	\$ 68,090	
10-4110-108	JAIL COMMANDER	\$ 68,267	\$ 105,000	\$ 109,800
10-4110-109	OVERTIME	\$ 85,494	\$ 100,000	\$ 100,000
10-4110-110	HOLIDAY	\$ 68,023	\$ 58,000	\$ 65,641
10-4110-119	SALARY ADMIN SHERIFF REP	\$ -	\$ -	\$ 35,568
10-4110-120	SALARY ADMINISTRATOR	\$ 53,817	\$ -	\$ -
10-4110-121	SALARIES FINANCE	\$ 109,355	\$ -	\$ -
10-4110-122	SALARY NETWORK MANAGER	\$ 74,730	\$ -	\$ -



Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
10-4110-123 SALARY MAINTENANCE SUPERVISOR	\$ 60,141	\$ -	\$ -
10-4110-124 SALARY MAINTENANCE ASSISTANT	\$ 71,559	\$ -	\$ -
10-4110-125 SALARIES REGISTERED NURSE	\$ 220,819	\$ 171,888	\$ 116,821
10-4110-126 SALARY MEDICAL CLINIC DIRECTOR	\$ 63,801	\$ -	\$ -
10-4110-127 SALARY MEDICAL DOCTOR	\$ 4,880	\$ -	\$ -
10-4110-128 SALARY CASE MGR PROGRAMS	\$ 95,022	\$ 61,931	\$ 61,571
10-4110-129 OVERTIME-ALLOCATED STAFF	\$ 1,515	\$ -	\$ -
10-4110-130 FTO/OIC	\$ 500	\$ 1,500	\$ 2,980
10-4110-131 TEMP P/T SCANNING	\$ -	\$ 5,000	\$ 5,000
10-4110-132 On-Call Transport Deputy	\$ -	\$ -	\$ 7,200
10-4110-150 FICA - MEDICARE	\$ 200,959	\$ 182,994	\$ 178,352
10-4110-155 HEALTH BENEFITS	\$ 702,901	\$ 629,889	\$ 635,891
10-4110-156 MEAL REIMBURSEMENT	\$ 9,600	\$ 10,080	\$ 13,440
10-4110-160 PERS	\$ 407,194	\$ 443,582	\$ 419,178
10-4110-165 UNEMPLOYMENT	\$ 9,017	\$ 20,000	\$ 20,000
10-4110-170 AD&D - LIFE BENEFITS	\$ 1,058	\$ 1,146	\$ 1,514
10-4110-175 WORKERS COMP	\$ 62,775	\$ 42,485	\$ 44,908
10-4110-176 OREGON WBF COMPANY PAID	\$ -	\$ 1,500	\$ -
	\$ 4,132,468	\$ 3,610,090	\$ 3,650,076

### MATERIAL AND SERVICES ADULT CORRECTIONS

10-4120-205 AUTOMOBILE FUEL	\$ 1,972	\$ 1,700	\$ 1,700
10-4120-208 AUTOMOBILE MAINTENANCE/REPAIR	\$ 1,022	\$ 1,750	\$ 1,750
10-4120-211 BANK CHARGES	\$ 4,860	\$ -	\$ -
10-4120-214 BANK CHARGES LGIP	\$ 1	\$ -	\$ -
10-4120-216 BJA GRANT MATERIAL EXPENSE	\$ 4,400	\$ 1,100	\$ -
10-4120-217 BOARD EXPENSE	\$ 902	\$ -	\$ -
10-4120-220 COMPUTER SUPPLIES	\$ 3,437	\$ 4,000	\$ 4,000
10-4120-221 COMPUTER SOFTWARE	\$ 3,578	\$ 4,000	\$ 4,000
10-4120-223 COMPUTER EQUIPMENT	\$ 10,260	\$ 10,000	\$ 10,000
10-4120-226 COMPUTER MAINTENANCE/REPAIR	\$ 2,465	\$ 3,000	\$ 3,000
10-4120-229 DUES AND FEES	\$ 3,284	\$ 4,000	\$ 4,000
10-4120-232 EDUCATIONAL/PROGRAM SUPPLIES	\$ 5,270	\$ 7,500	\$ 7,500
10-4120-233 PROGRAM/ED OFFICE SUPPLIES	\$ 1,769	\$ 1,500	\$ 1,500
10-4120-238 FINGERPRINT MAINTENANCE	\$ 34	\$ 1,700	\$ 1,700
10-4120-241 FINGERPRINT SUPPLIES	\$ 190	\$ 300	\$ 300
10-4120-244 INSURANCE W/C INMATE	\$ 10,000	\$ 10,000	\$ 10,000
10-4120-247 INSURANCE	\$ 134,461	\$ -	\$ -
10-4120-250 INMATE BEDDING SUPPLIES	\$ 11,316	\$ 13,000	\$ 13,000
10-4120-253 INMATE CLOTHING SUPPLIES	\$ 6,264	\$ 10,000	\$ 10,000
10-4120-256 INMATE OTHER SUPPLIES	\$ 30,182	\$ 35,000	\$ 35,000
10-4120-259 INMATE LAW LIBRARY	\$ 2,100	\$ 5,000	\$ 5,000
10-4120-262 INMATE WORKERS SUPPLIES	\$ 685	\$ 1,500	\$ 1,500
10-4120-265 KITCHEN SUPPLIES	\$ 5,189	\$ -	\$ -

Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
10-4120-268 KITCHEN EQUIPMENT	\$ 1,601	\$ -	\$ -
10-4120-271 KITCHEN MAINTENANCE & REPAIR	\$ 6,442	\$ -	\$ -
10-4120-274 LAUNDRY & JANITORIAL SUPPLIES	\$ 11,424	\$ 12,000	\$ 12,000
10-4120-277 LAUNDRY & JANITORIAL EQUIPMENT	\$ 4,133	\$ 4,300	\$ 4,300
10-4120-280 LAUNDRY-JANITOR MAINT & REPAIR	\$ 1,090	\$ 1,750	\$ 1,750
10-4120-283 LEGAL SERVICES	\$ 195,980	\$ -	\$ -
10-4120-286 MAINTENANCE SUPPLIES	\$ 905	\$ 1,250	\$ 1,250
10-4120-289 MAINTENANCE EQUIPMENT	\$ 1,625	\$ 500	\$ 500
10-4120-292 MAINTENANCE & REPAIR BUILDING	\$ 17,536	\$ 15,000	\$ 15,000
10-4120-295 MAINTENANCE & REPAIR GROUNDS	\$ 489	\$ 1,200	\$ 1,200
10-4120-296 MAINTENANCE INSPECTIONS/SERV	\$ 3,596	\$ 4,500	\$ 4,500
10-4120-297 MEDICAL OFFICE SUPPLIES	\$ 369	\$ 1,000	\$ 1,000
10-4120-298 MEDICAL PHARMACEUTICALS	\$ 79,894	\$ 86,500	\$ 86,500
10-4120-300 MEDICAL PHARMACEUTICALS-MH	\$ 12,348	\$ 15,000	\$ 28,000
10-4120-301 MEDICAL OTHER SUPPLIES	\$ 10,136	\$ 11,000	\$ 11,000
10-4120-304 MEDICAL SERV-OUT OF FACILITY	\$ 85,670	\$ 80,000	\$ 85,000
10-4120-305 MISCELLANEOUS EXPENSE	\$ 130	\$ 3,000	\$ 3,000
10-4120-307 CENTRAL OFFICE SUPPLIES	\$ 7,886	\$ 8,000	\$ 8,000
10-4120-308 ADMINISTRATION OFFICE SUPPLIES	\$ 1,419	\$ 1,200	\$ 1,200
10-4120-309 INMATE INCENTIVE PROGRAM	\$ -	\$ 420	\$ 420
10-4120-310 OFFICE POSTAGE & METER LEASE	\$ 2,197	\$ 2,000	\$ 2,000
10-4120-311 MH OFFICE SUPPLIES	\$ -	\$ 175	\$ 175
10-4120-312 MH TRANSPORTATION	\$ -	\$ 300	\$ 300
10-4120-313 OFFICE EQUIPMENT	\$ 789	\$ 1,500	\$ 1,500
10-4120-316 OTHER PROFESSIONAL SERVICES	\$ 39,308	\$ 15,000	\$ 15,000
10-4120-318 PREA	\$ 36	\$ -	\$ -
10-4120-319 PUBLICATIONS & SUBSCRIPTIONS	\$ 1,525	\$ 250	\$ 250
10-4120-322 SHREDDING	\$ 2,570	\$ 1,000	\$ 1,500
10-4120-325 STAFF SUPPLIES	\$ 22,743	\$ 22,000	\$ 22,000
10-4120-328 STAFF EQUIPMENT	\$ 6,641	\$ 15,000	\$ 15,000
10-4120-331 STAFF UNIFORMS	\$ 5,511	\$ 15,000	\$ 15,000
10-4120-334 STAFF PRE EMPLOYMENT PROCESSIN	\$ 9,625	\$ 6,000	\$ 10,000
10-4120-337 TELEPHONE/INTERNET	\$ 16,075	\$ 12,000	\$ 12,000
10-4120-340 TELECOMMUNICATIONS	\$ 3,810	\$ 4,500	\$ 4,500
10-4120-343 TRAINING & CONFERENCES	\$ 14,849	\$ 20,000	\$ 15,000
10-4120-346 TRAVEL & MEALS	\$ 14,404	\$ 12,000	\$ 12,000
10-4120-349 UTILITIES GARBAGE	\$ 10,547	\$ 12,000	\$ 15,000
10-4120-352 UTILITIES ELECTRIC	\$ 48,711	\$ 58,000	\$ 58,000
10-4120-355 UTILITIES GAS	\$ 35,427	\$ 38,000	\$ 38,000
10-4120-358 UTILITIES WATER	\$ 60,819	\$ 60,000	\$ 65,000
10-4120-361 RENTAL PROPERTY MAINT & REPAIR	\$ 508	\$ -	\$ -
10-4120-362 RENTAL PROPERTY UTILITY/TAXES	\$ 30,259	\$ -	\$ -
	\$ 1,012,672	\$ 656,395	\$ 680,795

Account Title		2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
<b>CONTRACT SERVICES ADULT CORRECTIONS</b>				
10-4120-370	CS AUDIT	\$ 8,766	\$ -	\$ -
10-4120-373	CS FOOD	\$ 194,950	\$ 278,000	\$ 270,000
10-4120-374	CS DISHWASHER	\$ 4,352	\$ -	\$ -
10-4120-379	CS COPIER MAINTENANCE	\$ 2,647	\$ -	\$ 34,800
10-4120-382	CS SOFTWARE LICENSING & MAINT	\$ 50,319	\$ 23,647	\$ -
10-4120-385	CS MEDICAL	\$ 33,280	\$ -	\$ -
10-4120-388	CS MENTAL HEALTH	\$ 19,389	\$ 33,800	\$ 33,800
10-4120-389	CS MENTAL HEALTH BJA GRANT	\$ 20,129	\$ -	\$ -
10-4120-391	CS SHERIFF OVERSIGHT	\$ -	\$ 12,000	\$ -
10-4120-394	LEDS ADULT	\$ 1,040	\$ 1,040	\$ -
		\$ 334,871	\$ 348,487	\$ 338,600
<b>TRANSFER TO ADMINISTRATION FROM ADULT CORRECTIONS</b>				
10-4120-400	TRANSFER TO ADMIN	\$ -	\$ 609,695	\$ 637,714
		\$ -	\$ 609,695	\$ 637,714
<b>CAPITAL OUTLAY ADULT CORRECTIONS</b>				
10-4120-600	BAIL	\$ -	\$ -	\$ -
10-4130-801	PROPERTY	\$ 28,000	\$ -	\$ -
10-4130-803	JAIL EQUIPMENT	\$ 245,767	\$ 9,125	\$ 15,000
10-4130-804	FACILITY EQUIPMENT	\$ 1,928	\$ 26,000	\$ -
10-4130-807	MAJOR EQUIPMENT REPLACEMENT	\$ 5,267	\$ 13,500	\$ 38,000
10-4130-808	BUILDINGS	\$ 86,725	\$ -	\$ -
		\$ 367,687	\$ 48,625	\$ 53,000
<b>RESERVE-CONTINGENCY-TRANSFERS ADULT CORRECTIONS</b>				
10-4140-901	RESERVE EMERGENCY FUND	\$ -	\$ 403,732	\$ 404,417
10-4140-903	OPERATING CONTINGENCY	\$ -	\$ 150,000	\$ 150,000
10-4160-951	INTER-FUND TRANSFER-RESERVE	\$ -	\$ 100,000	\$ 100,000
		\$ -	\$ 653,732	\$ 654,417
<b>TOTAL ADULT CORRECTIONS REVENUE</b>		\$ 5,692,889	\$ 5,117,024	\$ 5,421,587
<b>TOTAL ADULT CORRECTIONS EXPENDITURES</b>		\$ 5,847,697	\$ 5,927,024	\$ 6,014,602
		\$ (154,808)	\$ (810,000)	\$ (593,015)

Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
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**REVENUE ADMINISTRATION**

10-3200-112	INTEREST-LGIP GENERAL	\$ -	\$ 9,000	\$ 4,000
10-3200-113	INTEREST-GENERAL CHECKING	\$ -	\$ 50	\$ 50
10-3200-122	PROPERTY RENTAL INCOME	\$ -	\$ 673,933	\$ 687,412
10-3200-131	CURRENT YEAR TAXES RECEIVED	\$ -	\$ -	\$ -
10-3200-132	PRIOR YEAR TAX RECEIVED	\$ -	\$ 5,000	\$ 6,000
10-3200-133	TAX INTEREST RECEIVED	\$ -	\$ 1,000	\$ -
10-3200-150	TRANSFER ADULT SHARED SERVICES	\$ -	\$ 583,946	\$ 637,714
10-3200-151	TRANSFER JUVENILE SHARED SERV	\$ -	\$ 64,883	\$ 70,858
10-3200-152	TRANSFER ADULT SOFTWARE	\$ -	\$ 25,749	\$ 30,450
10-3200-153	TRANSFER JUVENILE SOFTWARE	\$ -	\$ 8,583	\$ 10,150
		\$ -	\$ 1,372,144	\$ 1,446,634

**PERSONNEL ADMINISTRATION**

10-4210-107	SALARY MENTAL HEALTH CORRECTIO	\$ -	\$ 64,526	\$ 71,393
10-4210-110	HOLIDAY	\$ -	\$ -	\$ 1,500
10-4210-121	SALARIES FINANCE	\$ -	\$ 127,420	\$ 118,909
10-4210-122	SALARY NETWORK MANAGER	\$ -	\$ 86,054	\$ 86,902
10-4210-123	SALARY MAINTENANCE SUPERVISOR	\$ -	\$ 67,473	\$ 68,424
10-4210-124	SALARY MAINTENANCE ASSISTANT	\$ -	\$ 91,992	\$ 99,564
10-4210-125	SALARIES REGISTERED NURSE	\$ -	\$ 86,071	\$ 91,179
10-4210-126	SALARY MEDICAL CLINIC DIRECTOR	\$ -	\$ 80,356	\$ 79,560
10-4210-127	SALARY MEDICAL DOCTOR	\$ -	\$ 5,333	\$ -
10-4210-129	OVERTIME-ALLOCATED STAFF	\$ -	\$ 2,000	\$ -
10-4210-150	FICA - MEDICARE	\$ -	\$ 46,468	\$ 47,233
10-4210-155	HEALTH BENEFITS	\$ -	\$ 138,062	\$ 107,983
10-4210-160	PERS	\$ -	\$ 105,610	\$ 112,637
10-4210-170	AD&D - LIFE BENEFITS	\$ -	\$ 254	\$ 368
10-4210-175	WORKERS COMP	\$ -	\$ 17,656	\$ 9,975
		\$ -	\$ 919,275	\$ 895,627

**MATERIAL AND SERVICES ADMINISTRATION**

10-4220-211	BANK CHARGES	\$ -	\$ 6,000	\$ 6,000
10-4220-214	BANK CHARGES LGIP	\$ -	\$ 50	\$ -
10-4220-217	BOARD EXPENSE	\$ -	\$ 300	\$ 13,000
10-4220-247	INSURANCE	\$ -	\$ 209,617	\$ 209,617
10-4220-265	KITCHEN SUPPLIES	\$ -	\$ 3,500	\$ 3,500
10-4220-268	KITCHEN EQUIPMENT	\$ -	\$ 2,900	\$ 2,900
10-4220-271	KITCHEN MAINTENANCE & REPAIR	\$ -	\$ 7,750	\$ 7,750
10-4220-283	LEGAL SERVICES	\$ -	\$ 73,000	\$ 75,000
10-4220-337	TELEPHONE/INTERNET	\$ -	\$ -	\$ 22,500
10-4220-361	RENTAL PROPERTY MAINT & REPAIR	\$ -	\$ 10,000	\$ 10,000
10-4220-362	RENTAL PROPERTY UTILITY/TAXES	\$ -	\$ 65,000	\$ 70,000

Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
	\$ -	\$ 378,117	\$ 420,267

**CONTRACT SERVICES ADMINISTRATION**

10-4220-370	CS AUDIT	\$ -	\$ 12,000	\$ 17,600
10-4220-374	CS DISHWASHER	\$ -	\$ 6,012	\$ 6,100
10-4220-375	CS IT COVERAGE	\$ -	\$ 2,000	\$ 2,000
10-4220-379	CS COPIER MAINTENANCE	\$ -	\$ 3,200	\$ 4,100
10-4220-382	CS SOFTWARE LICENSING & MAINT	\$ 504	\$ 34,330	\$ 40,600
10-4220-385	CS MEDICAL PHYSICIAN	\$ -	\$ -	\$ 6,000
		\$ 504	\$ 57,542	\$ 76,400

**CAPITAL OUTLAY ADMINISTRATION**

10-4230-802	COMPUTER EQUIPMENT	\$ -	\$ 9,500	\$ 17,340
10-4230-804	FACILITY EQUIPMENT	\$ -	\$ 4,510	\$ 12,000
10-4230-807	MAJOR EQUIPMENT REPLACEMENT	\$ -	\$ 3,200	\$ 25,000
		\$ -	\$ 17,210	\$ 54,340

<b>TOTAL ADMINISTRATION REVENUE</b>	\$ -	\$ 1,372,144	\$ 1,446,634
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<b>TOTAL ADMINISTRATION EXPENDITURES</b>	\$ 504	\$ 1,372,144	\$ 1,446,634
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Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
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**REVENUE JUVENILE DETENTION**

10-3300-101	SUBSIDY WASCO COUNTY	\$ 423,072	\$ 464,322	\$ 482,895
10-3300-102	SUBSIDY HOOD RIVER COUNTY	\$ 338,458	\$ 371,458	\$ 386,316
10-3300-103	SUBSIDY SHERMAN COUNTY	\$ 42,308	\$ 46,433	\$ 48,290
10-3300-104	SUBSIDY GILLIAM COUNTY	\$ 42,308	\$ 46,433	\$ 48,290
10-3300-110	OTHER REVENUE	\$ 7,038	\$ 20,000	\$ 20,000
10-3300-111	GREENHOUSE REVENUE	\$ 5,300	\$ 4,000	\$ 4,000
10-3300-112	FEDERAL HOUSING BIA	\$ 54,120	\$ 105,000	\$ 50,000
10-3300-113	JUVENILE HOUSING INCOME	\$ 248,910	\$ 225,000	\$ 225,000
10-3300-114	CEOJJC 30 DAY PROGRAM	\$ 93,060	\$ 110,000	\$ 110,000
10-3300-115	JV OTHER 30 DAY PROGRAM	\$ -	\$ 4,950	\$ 4,950
10-3300-116	YCC HOUSING INCOME	\$ 135,570	\$ 73,000	\$ 73,000
10-3300-117	FEDERAL SCHOOL LUNCH	\$ 27,229	\$ 32,000	\$ 27,500
10-3300-118	FEDERAL INMATE HOUSING ICE	\$ 105,435	\$ 90,000	\$ 75,000
10-3300-119	OYA CONTRACT BEDS	\$ 41,707	\$ 125,000	\$ 125,000
10-3300-122	PROPERTY RENTAL INCOME	\$ 140,008	\$ -	\$ -
10-3300-123	MEDICAL EXPENSE REIMBURSEMENTS	\$ 1,056	\$ 12,000	\$ 5,000
10-3300-125	ELECTRONIC HOME MONITORING	\$ 3,970	\$ 5,000	\$ 6,000
10-3300-126	OYA CONTRACT SERVICES	\$ -	\$ 5,000	\$ 5,000
		\$ 1,709,549	\$ 1,739,596	\$ 1,696,242

**PERSONNEL JUVENILE DETENTION**

10-4510-100	SALARIES DETENTION SUPERVISORS	\$ 63,603	\$ 63,636	\$ 67,196
10-4510-101	SALARIES DETENTION OFFICERS	\$ 580,794	\$ 593,269	\$ 622,240
10-4510-102	SALARIES DETENTION CASE MGR	\$ -	\$ 51,092	\$ 52,113
10-4510-103	SALARY JUVENILE MANAGER	\$ 80,883	\$ 81,375	\$ 83,291
10-4510-104	SALARY JUVENILE CLERK	\$ 45,387	\$ 46,296	\$ 48,582
10-4510-105	SALARIES ON-CALL DETENTION OFF	\$ 21,402	\$ 22,931	\$ 32,781
10-4510-107	SALARY MENTAL HEALTH DETENTION	\$ 925	\$ -	\$ -
10-4510-108	SALARY JUV DIRECTOR OVERSIGHT	\$ -	\$ 20,394	\$ 35,568
10-4510-109	OVERTIME	\$ 45,501	\$ 30,000	\$ 30,000
10-4510-110	HOLIDAY	\$ 24,676	\$ 25,000	\$ 25,000
10-4510-120	SALARY ADMINISTRATOR	\$ 4,843	\$ -	\$ -
10-4510-121	SALARIES FINANCE	\$ 18,818	\$ -	\$ -
10-4510-122	SALARY NETWORK MANAGER	\$ 8,303	\$ -	\$ -
10-4510-123	SALARY MAINTENANCE SUPERVISOR	\$ 6,682	\$ -	\$ -
10-4510-124	MAINTENANCE ASSISTANT	\$ 17,890	\$ -	\$ -
10-4510-125	SALARIES REGISTERED NURSE	\$ 29,591	\$ 26,058	\$ 26,018
10-4510-126	SALARY MEDICAL CLINIC DIRECTOR	\$ -	\$ 1,058	\$ -
10-4510-127	SALARY MEDICAL DOCTOR	\$ 1,220	\$ -	\$ -
10-4510-128	SALARY CASE MGR-PROGRAM COORD	\$ 2,525	\$ -	\$ -
10-4510-129	OVERTIME-ALLOCATED STAFF	\$ 34	\$ -	\$ -
10-4510-150	FICA - MEDICARE	\$ 69,566	\$ 69,194	\$ 73,939

Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21	
10-4510-155	HEALTH BENEFITS	\$ 247,100	\$ 298,060	\$ 212,220
10-4510-156	MEAL REIMBURSEMENT	\$ 3,960	\$ 4,680	\$ 6,240
10-4510-160	PERS	\$ 158,128	\$ 172,801	\$ 188,430
10-4510-165	UNEMPLOYMENT	\$ 1,215	\$ 5,000	\$ 5,760
10-4510-170	AD&D - LIFE BENEFITS	\$ 287	\$ 489	\$ 614
10-4510-175	WORKERS COMP	\$ 20,534	\$ 15,730	\$ 19,104
		\$ 1,453,868	\$ 1,527,063	\$ 1,529,096

### MATERIAL AND SERVICES JUVENILE DETENTION

10-4520-205	AUTOMOBILE FUEL	\$ 461	\$ 1,000	\$ 1,000
10-4520-208	AUTOMOBILE MAINT & REPAIR	\$ 141	\$ 500	\$ 500
10-4520-211	BANK CHARGES	\$ 614	\$ -	\$ -
10-4520-217	BOARD EXPENSE	\$ 110	\$ -	\$ -
10-4520-220	COMPUTER SUPPLIES	\$ 903	\$ 1,000	\$ 1,000
10-4520-221	COMPUTER SOFTWARE	\$ 926	\$ 100	\$ -
10-4520-223	COMPUTER EQUIPMENT	\$ 602	\$ 1,000	\$ 500
10-4520-226	COMPUTER MAINT & REPAIR	\$ 824	\$ 1,000	\$ 500
10-4520-229	DUES & FEES	\$ 302	\$ 500	\$ 500
10-4520-232	EDUCATIONAL/PROGRAM SUPPLIES	\$ 1,770	\$ 4,000	\$ 2,500
10-4520-233	PROGRAM/ED OFFICE SUPPLIES	\$ -	\$ 200	\$ 200
10-4520-238	FINGERPRINT MAINTENANCE	\$ 1,703	\$ 1,700	\$ -
10-4520-241	FINGERPRINT SUPPLIES	\$ -	\$ 50	\$ 50
10-4520-247	INSURANCE	\$ 33,615	\$ -	\$ -
10-4520-250	JUVENILE BEDDING SUPPLIES	\$ -	\$ 1,500	\$ 1,500
10-4520-253	JUVENILE CLOTHING SUPPLIES	\$ 2,618	\$ 2,000	\$ 2,000
10-4520-256	JUVENILE OTHER SUPPLIES	\$ 5,277	\$ 3,000	\$ 3,500
10-4520-262	JUVENILE WORKERS SUPPLIES	\$ -	\$ 500	\$ 500
10-4520-265	KITCHEN SUPPLIES	\$ 109	\$ -	\$ -
10-4520-268	KITCHEN EQUIPMENT	\$ 108	\$ -	\$ -
10-4520-271	KITCHEN MAINTENANCE & REPAIR	\$ 1,645	\$ -	\$ -
10-4520-274	LAUNDRY & JANITORIAL SUPPLIES	\$ 2,437	\$ 2,250	\$ 3,000
10-4520-277	LAUNDRY & JANITORIAL EQUIPMENT	\$ -	\$ 500	\$ 500
10-4520-280	LAUNDRY-JANITOR MAINT & REPAIR	\$ 31	\$ 500	\$ 500
10-4520-283	LEGAL SERVICES	\$ 4,186	\$ -	\$ -
10-4520-286	MAINTENANCE SUPPLIES	\$ 212	\$ 500	\$ 500
10-4520-289	MAINTENANCE EQUIPMENT	\$ 334	\$ 500	\$ 500
10-4520-292	MAINTENANCE & REPAIR BUILDING	\$ 2,014	\$ 3,500	\$ 5,000
10-4520-295	MAINTENANCE & REPAIR GROUNDS	\$ 159	\$ 250	\$ 250
10-4520-296	MAINTENANCE INSPECTIONS/SERV	\$ 648	\$ 1,200	\$ 1,200
10-4520-297	MEDICAL OFFICE SUPPLIES	\$ 6	\$ 30	\$ 30
10-4520-298	MEDICAL PHARMACEUTICALS	\$ 2,223	\$ 3,000	\$ 3,000
10-4520-300	MEDICAL PHARMACEUTICALS-MH	\$ -	\$ 200	\$ 200
10-4520-301	MEDICAL OTHER SUPPLIES	\$ 630	\$ 400	\$ 500
10-4520-304	MEDICAL SERV-OUT OF FACILITY	\$ 708	\$ 1,000	\$ 1,000

Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
10-4520-305 MISCELLANEOUS EXPENSE	\$ 1,000	\$ 750	\$ 750
10-4520-307 CENTRAL OFFICE SUPPLIES	\$ 1,035	\$ 1,500	\$ 1,500
10-4520-308 ADMINISTRATION OFFICE SUPPLIES	\$ -	\$ 200	\$ -
10-4520-310 OFFICE POSTAGE & METER LEASE	\$ 562	\$ 500	\$ 500
10-4520-313 OFFICE EQUIPMENT	\$ 357	\$ 300	\$ 250
10-4520-316 OTHER PROFESSIONAL	\$ -	\$ 250	\$ 250
10-4520-319 PUBLICATIONS & SUBSCRIPTIONS	\$ 754	\$ 500	\$ -
10-4520-322 SHREDDING	\$ 379	\$ 500	\$ 250
10-4520-325 STAFF SUPPLIES	\$ 1,603	\$ 4,000	\$ 4,000
10-4520-328 STAFF EQUIPMENT	\$ -	\$ 1,000	\$ 1,000
10-4520-331 STAFF UNIFORMS	\$ 954	\$ 1,000	\$ 1,000
10-4520-334 STAFF PRE EMPLOYMENT PROCESSIN	\$ 1,255	\$ 1,500	\$ 1,500
10-4520-337 TELEPHONE/INTERNET	\$ 3,671	\$ 3,000	\$ 1,000
10-4520-340 TELECOMMUNICATIONS	\$ 1,504	\$ 1,500	\$ 1,500
10-4520-343 TRAINING & CONFERENCES	\$ 9,184	\$ 5,050	\$ 4,000
10-4520-346 TRAVEL & MEALS	\$ 875	\$ 4,500	\$ 3,500
10-4520-349 UTILITIES GARBAGE	\$ 2,486	\$ 3,000	\$ 1,500
10-4520-352 UTILITIES ELECTRIC	\$ 9,898	\$ 10,000	\$ 10,000
10-4520-355 UTILITIES GAS	\$ 12,211	\$ 12,000	\$ 12,000
10-4520-358 UTILITIES WATER	\$ 5,579	\$ 10,000	\$ 10,000
10-4520-361 RENTAL PROPERTY MAINT & REPAIR	\$ 127	\$ -	\$ -
10-4520-362 RENTAL PROPERTY UTILITY/TAXES	\$ 9,845	\$ -	\$ -
10-4520-600 GREENHOUSE EXPENSE	\$ 4,546	\$ 4,000	\$ 4,000
10-4520-602 YCC	\$ 313	\$ -	\$ -
10-4520-605 ELECTRONIC HOME MONITORING EXP	\$ 5,401	\$ 5,000	\$ 5,000
	\$ 138,853	\$ 101,930	\$ 93,930

#### CONTRACT SERVICES JUVENILE DETENTION

10-4520-370 CS AUDIT	\$ 2,191	\$ -	\$ -
10-4520-373 CS FOOD	\$ 38,328	\$ 63,500	\$ 47,000
10-4520-374 CS DISHWASHER	\$ 1,088	\$ -	\$ -
10-4520-379 CS COPIER MAINTENANCE	\$ 665	\$ -	\$ -
10-4520-382 CS SOFTWARE LICENSING & MAINT	\$ 6,505	\$ 2,500	\$ -
10-4520-385 CS MEDICAL	\$ 6,500	\$ -	\$ -
10-4520-388 CS MENTAL HEALTH	\$ -	\$ 6,760	\$ 6,760
10-4520-390 CS JUVENILE DIRECTOR	\$ 19,053	\$ -	\$ -
	\$ 74,331	\$ 72,760	\$ 53,760

#### TRANSFERS TO ADMINISTRATION FROM JUVENILE DETENTION

10-4520-400 TRANSFER TO ADMIN	\$ -	\$ 73,466	\$ 70,858
	\$ -	\$ 73,466	\$ 70,858



Account Title	2018-19 18-19 FY Actual	19-20 FY Budget	Proposed Budget FY20-21
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<b>CAPITAL OUTLAY JUVENILE DETENTION</b>				
10-4530-801	PROPERTY	\$ 7,000	\$ -	\$ -
10-4530-807	MAJOR EQUIPMENT REPLACEMENT	\$ -	\$ 9,750	\$ 10,000
10-4540-926	OPERATING CONTINGENCY	\$ -	\$ 45,684	\$ 45,583
		\$ 7,000	\$ 55,434	\$ 55,583
<b>TOTAL REVENUE JUVENILE DETENTION</b>		<b>\$ 1,709,549</b>	<b>\$ 1,739,596</b>	<b>\$ 1,696,242</b>
<b>TOTA EXPENDITURES JUVENILE DETENTION</b>		<b>\$ 1,674,052</b>	<b>\$ 1,830,653</b>	<b>\$ 1,803,227</b>
		<b>\$ 35,497</b>	<b>\$ (91,057)</b>	<b>\$ (106,985)</b>
<b>TOTAL RESOURCES GENERAL FUND</b>		<b>\$ 7,402,438</b>	<b>\$ 9,012,846</b>	<b>\$ 9,264,463</b>
<b>TOTAL EXPENDITURES GENERAL FUND</b>		<b>\$ 7,522,253</b>	<b>\$ 9,129,821</b>	<b>\$ 9,264,463</b>
<b>TOTAL RESOURCES OVER EXPENDITURES</b>		<b>\$ (119,815)</b>	<b>\$ (116,975)</b>	<b>\$ (0)</b>
<b>UNAPPROPRIATED ENDING FUND BALANCE</b>				<b>0</b>

FORM  
LB-20

RESOURCES  
GERNERAL FUND  
(Fund)

NORTHERN OREGON REGIONAL CORRECTIONS  
(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2020-21		
Actual		Adopted Budget Current Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body
Second Preceding Year 2017-18	First Preceding Year 2018-19					
891,522	903,896	786,225	1 BEGINNING GENERAL FUND BALANCE	700,000		1
1,916,748	1,916,748	2,104,250	2 Wasco County Subsidy	2,188,420		2
1,533,397	1,533,397	1,683,397	3 HoodRiver County Subsidy	1,750,733		3
191,676	191,676	210,426	4 Sherman County Subsidy	218,843		4
191,676	191,676	210,426	5 Gilliam County Subsidy	218,843		5
3,833,497	3,833,497	4,208,499	6 TOTAL COUNTY SUBSIDY REVENUE	4,376,839	0	0
28,008	27,039	22,500	7 AIC Room and Board	23,000		7
25,645	8,430	3,000	8 AIC Debt Recovery	8,000		8
739,650	789,975	729,671	9 Contract County Beds	629,040		9
105,573	163,804	70,000	10 Other Revenue	90,000		10
1,307	261	500	11 Wheeler County Revenue	38,500		11
15,527	14,253	9,000	12 Interest LGIP- General	4,000		12
59	97	50	13 Interest General Checking	50		13
3,355	3,339	2,500	14 AIC Medical Charges	5,000		14
0	22,663	0	15 Oregon DUII Reimbursement	10,000		15
24,000	23,200	18,000	16 Federal Housing US Marshall	786,500		16
717,221	808,437	730,000	17 Federal Housing Income ICE	193,000		17
0	0	0	18 SCAAP Revenue	0		18
5,200	6,400	5,000	19 SSI Incentive Program	6,000		19
592,022	700,089	673,933	20 Property Rental Income	687,412		20
148,275	113,468	132,000	21 Medical Expense Reimbursement	125,000		21
(51)	0	0	22 AIC Other	0		22
0	0	0	23 Due From Inmate Welfare Fund	0		23
0	0	0	24 Due From Building Fund	0		24
85,000	85,002	100,000	25 Justice Reinvestment Grant Funds	121,500		25
24,154	15,123	6,000	26 Excess Debt Tax Revenue	6,000		26
84,932	72,059	56,000	27 BJA Grant Funds	0		27
6,713	5,300	4,000	28 Greenhouse Revenue	4,000		28
93,555	54,120	105,000	29 Federal Housing BIA	50,000		29
269,835	248,910	225,000	30 Juvenile Housing Income	225,000		30
94,215	93,060	110,000	31 CEOJJC 30 Day Program	110,000		31
0	0	4,950	32 JV Other 30 Day Program	4,950		32
127,548	135,570	73,000	33 YCC Housing Income	73,000		33
27,809	27,229	32,000	34 Federal School Lunch	27,500		34
70,290	105,435	90,000	35 Federal Inmate Housing ICE Juvenile	75,000		35
2,329	3,970	5,000	36 Electronic Home Monitoring	6,000		36
0	0	5,000	37 OYA Contract Services	5,000		37
0	41,708	125,000	38 OYA Contract Beds	125,000		38
0	0	609,695	39 Transfer To Admin Dept From Adult	668,164		39
0	0	73,466	40 Transfer To Admin Dept From Juvenile	81,008		40
3,833,497	3,833,497	4,208,499	41 TOTAL COUNTY SUBSIDY REVENUE	4,376,839	0	0
4,183,693	4,472,837	4,806,490	42 TOTAL OTHER REVENUE	4,887,624	0	0
8,017,190	8,306,334	9,014,989	43	9,264,463	0	0

FORM  
LB-30

**REQUIREMENTS SUMMARY**  
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

GENERAL FUND

Northern Oregon Corrections

(Name of Fund)

Name of Municipal Corporation

	Historical Data			REQUIREMENTS FOR: <u>ADMINISTRATION</u> <u>THIS IS A NEW DEPARTMENT</u> <u>PREVIOUSLY BUDGETED IN</u> <u>ADULT AND JUVENILE</u>	Budget For Next Year 2020-21			
	Actual		Adopted Budget Current Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017-18	First Preceding Year 2018-19						
				PERSONNEL SERVICES				
1			0	Administrator				1
2			127,420	Finance	118,909			2
3			86,054	Network Manager	86,902			3
4			171,760	Medical	170,739			4
5			64,526	Mental Health	71,393			5
6			159,465	Maintenance	167,988			6
7			2,000	Over Time Allocated Staff	0			7
8			0	Holiday	1,500			8
9			290,394	Benefits	268,221			9
12			17,656	Workers Comp	9,975			12
13			0	Unemployment	0			13
14	0	0	919,275	<b>TOTAL PERSONNEL SERVICES</b>	<b>895,627</b>		<b>0</b>	14
15			<b>8.25</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>8.40</b>			15
16				MATERIALS AND SERVICES				
17			6,050	Bank Charges	6,000			17
18			300	Board Expense	13,000			18
			209,617	Insurance	209,617			
22			75,000	Rental Property	80,000			22
23			14,150	Kitchen	14,150			23
				Telephone/internet	22,500			
24			57,542	Contract Services	76,400			24
25			73,000	Legal	75,000			25
26	0	0	435,659	<b>14 TOTAL MATERIALS AND SERVICES</b>	<b>496,667</b>		<b>0</b>	26
27				CAPITAL OUTLAY				
28			9,500	Computer Equipment	17,340			28
29				Jail Equipment				29
30			4,510	Facility Equipment	12,000			30
31				Network Software				31
32				Vehicles				32
33			3,200	Major Equipment Replacement	25,000			33
34				Office Equipment				34
35	0	0	17,210	<b>14 TOTAL CAPITAL OUTLAY</b>	<b>54,340</b>	<b>0</b>	<b>0</b>	35
36				REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS				
37	0	0	1,372,144	<b>25 TOTAL ORG./PROG. REQUIREMENTS</b>	<b>1,446,634</b>	<b>0</b>	<b>0</b>	37

**REQUIREMENTS SUMMARY**  
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY

**GENERAL FUND**

Northern Oregon Corrections

(Name of Fund)

(Name of Municipal Corporation)

	Historical Data			REQUIREMENTS FOR: <b>ADULT</b>	Budget For Next Year 2020-21			
	Actual		Adopted Budget Current Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017-18	First Preceding Year 2018-19						
<b>PERSONNEL SERVICES</b>								
1	1,624,707	1,765,060	1,812,005	Corrections	1,977,580			1
2	336,895	237,902	0	Administration				2
3	272,015	289,500	176,888	Medical	121,821			3
4	123,731	131,700	0	Maintenance	0			4
5		64,249	68,090	Mental Health	0			5
6	57,484	95,022	61,931	Programs	61,571			6
7	93,975	87,009	100,000	Overtime	100,000			7
8	60,148	68,022	58,000	Holiday	65,641			8
9	1,184,397	1,312,112	1,259,111	Benefits	1,234,935			9
10	1,325	500	1,500	Training Pay-Officer In Charge	2,980			10
11				On-Call Transport Deputy	7,200			11
12	9,990	9,600	10,080	Meal Reimbursement	13,440			12
13	57,091	62,775	42,485	Workers Comp	44,908			13
14	18,333	9,017	20,000	Unemployment	20,000			14
15								15
16	<b>3,840,091</b>	<b>4,132,468</b>	<b>3,610,090</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>3,650,076</b>	<b>0</b>	<b>0</b>	16
17	<b>44.50</b>	<b>45.41</b>	<b>39.25</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>36.60</b>			17
<b>MATERIALS AND SERVICES</b>								
19	2,537	2,994	3,450	Automobile Maintenance/Fuel	3,450			19
20	9,959	4,860	0	Bank Charges	0			20
21	211	902	0	Board Expense	0			21
22	20,293	4,400	1,100	BJA Grant Expense	0			22
23	64,821	19,740	21,000	Computer Software/Supplies/Equipment/Maint	21,000			23
24	3,826	3,284	4,000	Dues and Fees	4,000			24
25	4,768	5,270	7,500	Educational/Programs	7,500			25
26	4,824	224	2,000	Fingerprint Maintenance/Supplies	2,000			26
27	0	10,000	10,000	Workers Comp Inmate & Volunteer	10,000			27
28	145,412	134,461	0	Insurance	0			28
29	58,238	48,449	59,500	AIC Supplies	59,500			29
30	6,300	2,100	5,000	Law Library	5,000			30
31	12,591	13,232	0	Kitchen Supplies/Equipment/Maintenance	0			31
32	14,152	16,649	18,050	Laundry & Janitorial	18,050			32
33	84,757	195,980	0	Legal	0			33
34	24,728	24,151	22,450	Maintenance	22,450			34
35	204,244	176,069	177,500	Medical	182,500			35
36	0	12,348	15,720	Mental Health Supplies	28,895			36
37	3,684	130	3,000	Miscellaneous	3,000			37
38	14,950	16,630	16,375	Office Supplies/Postage/Equipment/Shredding	16,700			38
39	0	39,307	15,000	Professional Services	15,000			39
40	561	1,561	250	Publications & Subscriptions	250			40
41	45,040	44,520	58,000	Staff Supplies/Equip/Uniforms/Education/Employer	62,000			41
42	16,330	19,885	16,500	Telephone/Fax/Telecommunications	16,500			42
43	26,013	29,253	32,000	Training/Conferences/Travel/Meals	27,000			43
44	165,333	155,504	168,000	Utilities	176,000			44
45	58,822	30,767	0	Rental Property	0			45
46	464,062	333,832	347,447	Contracted Services	338,600			46
47	1,040	1,040	1,040	LEDS	0			47
48	0	0	609,695	Inter Department Transfer to Administration	637,714			48
49	<b>1,457,496</b>	<b>1,347,542</b>	<b>1,614,577</b>	<b>14 TOTAL MATERIALS AND SERVICES</b>	<b>1,657,109</b>	<b>0</b>	<b>0</b>	49
<b>CAPITAL OUTLAY</b>								
51	0	27,999	0	Property				51
52	0	0	0	Computer Equipment				52
53	133,403	245,767	9,125	Jail Equipment	15,000			53
54	16,126	1,928	26,000	Facility Equipment				54
55	0	0	0	Network Software				55
56	0	86,725	0	Buildings				56
57	33,598	0	0	Vehicles				57
58	24,268	5,267	13,500	Major Equipment Replacement	38,000			58
59	0	0	0	Office Equipment				59
60	<b>207,395</b>	<b>367,686</b>	<b>48,625</b>	<b>14 TOTAL CAPITAL OUTLAY</b>	<b>53,000</b>	<b>0</b>	<b>0</b>	60
<b>REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS</b>								
62	0	0	150,000	Operating Contingency	150,000			62
63	0	0	403,732	Reserve Emergency Fund	404,417			63
64	0	0	100,000	Transfer to Reserve Fund	100,000			64
65	0	0						65
66	<b>5,504,982</b>	<b>5,847,696</b>	<b>5,927,024</b>	<b>25 TOTAL ORG./PROG. REQUIREMENTS</b>	<b>6,014,602</b>	<b>0</b>	<b>0</b>	66

**FORM  
LB-30**

**REQUIREMENTS SUMMARY  
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**GENERAL FUND**

(Name of Fund)

Northern Oregon Corrections

Name of Municipal Corporation

	Historical Data			REQUIREMENTS FOR: <b>JUVENILE</b>	Budget For Next Year 2020-21			
	Actual		Adopted Budget Current Year 2019-2020		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body	
	Second Preceding Year 2017-18	First Preceding Year 2018-19						
PERSONNEL SERVICES								
1	738,228	792,069	827,901	Detention	889,658			1
2	39,863	31,964	0	Administration	0			2
3	28,170	30,812	27,116	Medical	26,018			3
4	25,199	24,571	0	Maintenance	0			4
5	0	2,525	51,092	Programs	52,113			5
		925	0	Mental Health	0			
6	18,233	45,535	30,000	Overtime	30,000			6
7	20,744	24,676	25,000	Holiday	25,000			7
8	429,389	475,082	540,544	Benefits	475,203			8
9	0	0	0	Training Pay	0			9
10	4,020	3,960	4,680	Meal Reimbursement	6,240			10
11	19,109	20,534	15,730	Workers Comp	19,104			11
12	3,382	1,215	5,000	Unemployment	5,760			12
13	<b>1,326,337</b>	<b>1,453,868</b>	<b>1,527,063</b>	<b>TOTAL PERSONNEL SERVICES</b>	<b>1,529,096</b>	<b>0</b>	<b>0</b>	13
14	<b>15.5</b>	<b>15.70</b>	<b>16.75</b>	<b>Total Full-Time Equivalent (FTE)</b>	<b>17.00</b>			14
MATERIALS AND SERVICES								
16	905	602	1,500	Automobile Maintenance/Fuel	1,500			16
17	0	614	0	Bank Charges	0			17
18	30	110	0	Board Expense	0			18
19	9,097	3,255	3,100	Computer Software/Supplies/Equipment/Maint	2,000			19
20	557	302	500	Dues and Fees	500			20
21	3,868	1,770	4,000	Educational/Programs	2,500			21
22	1,623	1,703	1,750	Fingerprint Maintenance/Supplies	50			22
23	0	0	0	Workers Comp Inmate	0			23
24	27,302	33,615	0	Liab Insurance	0			24
25	5,397	7,895	7,000	Juvenile Supplies	7,500			25
26	0	0	0	Law Library	0			26
27	1,987	1,862	0	Kitchen Supplies/Equipment/Maintenance	0			27
28	1,770	2,467	3,250	Laundry & Janitorial	4,000			28
29	4,924	4,186	0	Legal	0			29
30	5,128	3,367	5,950	Maintenance	7,450			30
31	2,784	3,560	4,600	Medical	4,700			31
32	419	1,000	750	Miscellaneous	750			32
33	2,317	2,339	3,230	Office Supplies/Postage/Equipment/Shredding	2,730			33
34	13,176	0	250	Professional Services	250			34
35	446	754	500	Publications & Subscriptions				35
36	5,255	3,812	7,500	Staff Supplies/Equip/Uniforms/Education/Employment	7,500			36
37	4,121	5,175	4,500	Telephone/Fax/Telecommunications	2,500			37
38	3,102	10,059	9,550	Training/Conferences/Travel/Meals	7,500			38
39	31,959	30,174	35,000	Utilities	33,500			39
40	13,832	9,972	0	Rental Property	0			40
41	67,423	74,330	72,760	Contracted Services	53,760			41
42	5,068	4,546	4,000	Greenhouse Expense	4,000			42
43	17	313	0	YCC				43
44	0	0	0	Treatment Services				44
45	3,973	5,401	5,000	Electronic Home Monitoring	5,000			45
46			73,466	Inter Department Transfer to Administration	70,858			46
47	<b>216,480</b>	<b>213,183</b>	<b>248,156</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>218,548</b>	<b>0</b>	<b>0</b>	47
CAPITAL OUTLAY								
49	0	7,000		Property				49
50	0			Computer Equipment				50
51	68,813			Jail Equipment				51
52	3,505			Facility Equipment				52
53	0			Network Software				53
54	0			Vehicles				54
55	0		9,750	Major Equipment Replacement	10,000			55
56	0			Office Equipment				56
57	<b>72,318</b>	<b>7,000</b>	<b>9,750</b>	<b>TOTAL CAPITAL OUTLAY</b>	<b>10,000</b>	<b>0</b>	<b>0</b>	57
REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS								
58	0		45,684	Operating Contingency	45,583		1,757,644	58
59	0							59
60	0							60
61								61
62	<b>1,615,135</b>	<b>1,674,051</b>	<b>1,830,653</b>	<b>TOTAL ORG./PROG. REQUIREMENTS</b>	<b>1,803,227</b>	<b>0</b>	<b>0</b>	62

**FORM  
LB-20**

**RESOURCES  
WELFARE FUND**  
(Fund)

Northern Oregon Corrections  
(Name of Municipal Corporation)

Historical Data				RESOURCE DESCRIPTION	Budget for Next Year 2020-21			
Actual		Adopted Budget This Year 2019-20	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-18	First Preceding Year 2018-19							
	62,086	36,582	40,000	1	Beginning Fund Balance	40,000		1
			6,918	2	Inmate Other	15,000		2
	23,660	21,212	30,000	3	Inmate Commissary Commission ABL	30,000		3
	43,546	9,415	30,000	4	Inmate Pre-Paid	5,000		4
	3,288	8,064	4,000	5	Inmate Commission Telmate	12,000		5
				6	Other Revenue			6
	70,494	38,691	70,918	7	<b>TOTAL REVENUE</b>	62,000	0	7
			0	8		0	0	8
		0		9				9
<b>10</b>	<b>132,580</b>	<b>75,273</b>	<b>110,918</b>	<b>##</b>	<b>32. TOTAL RESOURCES</b>	<b>102,000</b>	<b>0</b>	<b>0</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**FORM  
LB-30**

**REQUIREMENTS SUMMARY  
BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**

**WELFARE FUND**  
(Name of Fund)

Northern Oregon Corrections  
(Name of Municipal Corporation)

Historical Data				REQUIREMENTS FOR: WELFARE FUND	Budget For Next Year 2020-21			
Actual		Adopted Budget This Year 2019-20	Proposed By Budget Officer		Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-18	First Preceding Year 2018-19							
					MATERIALS AND SERVICES			
	24,502	24,559	40,000	1	Inmate Supplies	25,000		1
	31,827	10,182	7,000	2	Education/Recreation/Activities	7,000		2
	5,870	11,194	5,000	3	Inmate Workers Allowance	9,500		3
	1,349	1,405	2,000	4	Subscriptions	2,000		4
	0	0		5	Inmate Incentive	0		5
	18	0		6	Inmate Program Expense Due to General Fund	0		6
	23,919	4,235	24,000	7	Inmate Misc Expense	24,000		7
	8,450	650	10,000	8	Telephone/Fax	10,000		8
	0	0	0	9	Telecommunications			9
	65		0	10	Indigent Supplies			10
	<b>96,000</b>	<b>52,225</b>	<b>88,000</b>	<b>11</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>77,500</b>	<b>0</b>	<b>0</b>
					CAPITAL OUTLAY			
	0		0	13	Recreation Area			13
				14	Program Area			14
				15				15
	0	0	0	16	<b>21 TOTAL CAPITAL OUTLAY</b>	<b>0</b>	<b>0</b>	<b>0</b>
				17				17
			22,918	18	Welfare Operating Contingency	24,500		18
				19	Unappropriated Funds			19
				20				20
	<b>96,000</b>	<b>52,225</b>	<b>110,918</b>	<b>21</b>	<b>29 TOTAL ORG./PROG. REQUIREMENTS</b>	<b>102,000</b>	<b>0</b>	<b>0</b>

**RESOURCES**  
**CONSTRUCTION FUND**  
(Fund)

Northern Oregon Corrections  
(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 2020-21				
Actual		Adopted Budget This Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-18	First Preceding Year 18-19							
98,364	98,364	98,344	1	Beginning Fund Balance	98,344			1
			2					2
			3					3
			4					4
			5					5
			6					6
			7	Other Revenue				7
98,364	98,364	98,344	8	<b>TOTAL REVENUE</b>				0
0	0	0	9		0	0	0	9
0	0	0	10					10
<b>98,364</b>	<b>98,364</b>	<b>98,344</b>	<b>11</b>	<b>32. TOTAL RESOURCES</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY**  
**BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**  
**CONSTRUCTION FUND**  
(Name of Fund)

Northern Oregon Corrections  
Name of Municipal Corporation

Historical Data			REQUIREMENTS FOR: <b>CONSTRUCTION FUND</b>	Budget For Next Year 2020-21				
Actual		Adopted Budget This Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-18	First Preceding Year 2018-19							
				PERSONNEL SERVICES				
				MATERIALS AND SERVICES				
			1					1
	20		2	Improvements to General Fund	8,344			2
			3	Engineering and Permits				3
		8,344	4	Storage Shed Rec Area				4
			5	Parking Lot				5
			6					6
			7					7
			8					8
			9					9
0	20	8,344	10	<b>TOTAL MATERIALS AND SERVICES</b>	<b>8,344</b>		<b>0</b>	<b>10</b>
			11	CAPITAL OUTLAY				11
			12	Operating				12
			13					13
			14					14
			15					15
			16	REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS	0	0	0	16
		90,000	17	Construction Operating Contingency	90,000			17
			18					18
			19					19
0	20	98,344	20	<b>TOTAL ORG./PROG. REQUIREMENTS</b>	<b>98,344</b>	<b>0</b>	<b>0</b>	<b>20</b>

**RESOURCES**  
**CAPITOL RESERVE FUND**

Northern Oregon Corrections  
(Name of Municipal Corporation)

Historical Data			RESOURCE DESCRIPTION	Budget for Next Year 20120-21				
Actual		Adopted Budget This Year 2019-20		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2017-18	First Preceding Year 2018-19							
			1	Beginning Fund Balance	100,000	0		1
		100,000	2	Transfer in From Adult Corrections Department	100,000			2
			3	Transfer in From Juvenile Detention Department				3
			4					4
			5					5
			6					6
			7	Other Revenue				7
			8	<b>TOTAL REVENUE</b>	<b>200,000</b>		<b>0</b>	8
		100,000	9	Adult	0	0	0	9
0	0	0	10	Juvenile				10
<b>0</b>	<b>0</b>	<b>100,000</b>	<b>11</b>	<b>32. TOTAL RESOURCES</b>	<b>200,000</b>	<b>0</b>	<b>0</b>	<b>11</b>

\*The balance of cash, cash equivalents and investments in the fund at the beginning of the budget year

**REQUIREMENTS SUMMARY**  
**BY ORGANIZATIONAL UNIT OR PROGRAM & ACTIVITY**  
**CAPITOL RESERVE FUND**

Northern Oregon Corrections  
(Name of Municipal Corporation)

Historical Data			REQUIREMENTS FOR: <u>CAPITOL RESERVE FUND</u>	Budget For Next Year 2019-20				
Actual		Adopted Budget This Year 2018-19		Proposed By Budget Officer	Approved By Budget Committee	Adopted By Governing Body		
Second Preceding Year 2016-17	First Preceding Year 2017-18							
				PERSONNEL SERVICES				
				MATERIALS AND SERVICES				
			1				1	
			2	Adult Corrections			2	
		100,000	3	Replacement/Repair Building Roof	200,000	100,000	3	
			4	Replacement Telephone System			4	
			5	HVAC Replacement/Repair			5	
			6	Camera Replacement			6	
			7				7	
				Juvenile Department				
			8				8	
			9				9	
0	0	100,000	10	<b>TOTAL MATERIALS AND SERVICES</b>	<b>200,000</b>	<b>100,000</b>	<b>0</b>	<b>10</b>
			11	CAPITAL OUTLAY			11	
			12	Operating			12	
			13				13	
			14				14	
			15				15	
			16	REQUIREMENTS FOR OTHER ORG. UNITS OR PROGRAMS	0	0	0	16
			17	Construction Operating Contingency				17
			18				18	
			19				19	
0	0	100,000	20	<b>TOTAL ORG./PROG. REQUIREMENTS</b>	<b>200,000</b>	<b>100,000</b>	<b>0</b>	<b>20</b>