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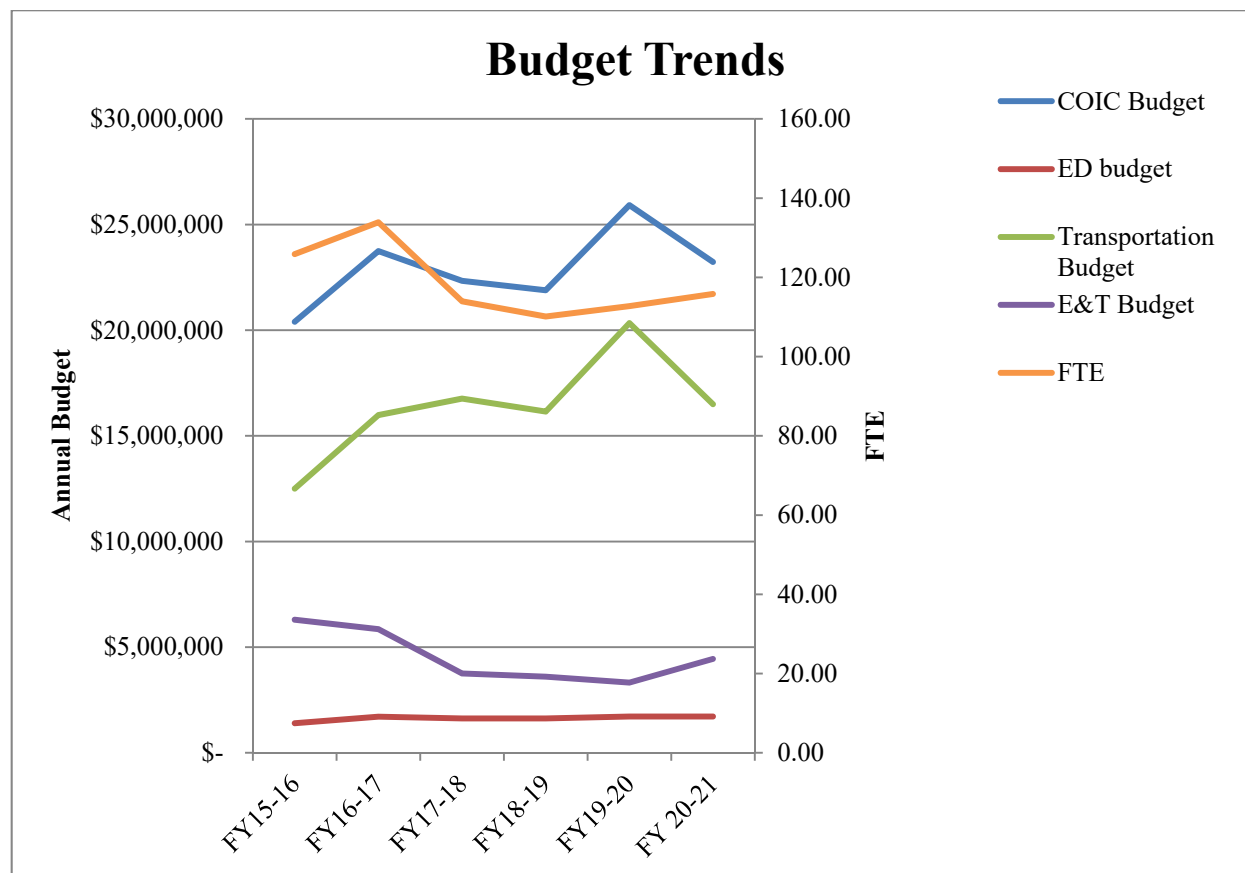
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Central Oregon Intergovernmental Council 2020-2021 Budget Summary

The proposed 2020-2021 budget is balanced, and represents a total budgeted resource decrease of 10%, which includes Fund Balance. COIC is proposing a \$23.2 million budget for 2020-2021. Following is a summary of the budget; the full budget document can be found on the COIC web site: <https://www.coic.org/coic-financials/>

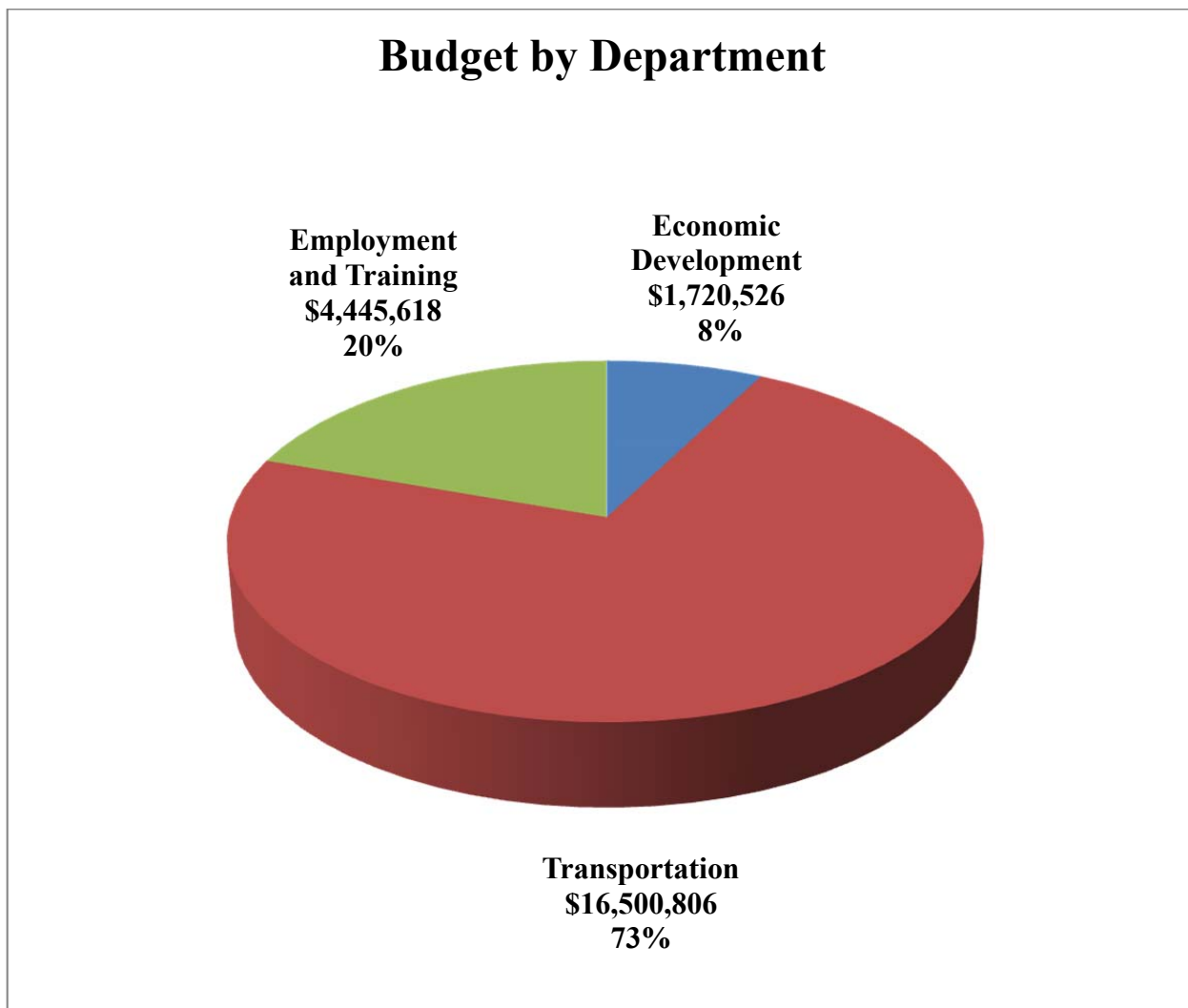
1. Budget Trends

The COIC budget has trended downwards for the past few years, with the exception of fiscal year 2019-2020. This year will be the first year budgeted for COIC without the inclusion of the Cascades East Ride Center (CERC) department. During the fiscal year 2019-2020, COIC sunsetted this department, and is no longer the Coordinated Care Organization’s Medicaid Ride Brokerage for the Central Oregon Region. Even with COIC sunsetting this department, which was about 24% of COIC’s 2019-2020 total resource budget, our total resource budget for 2020-2021 is only expected to decrease by 10%. This change is smaller than expected and really shows that other departments in COIC are continuing to grow and expand in order to serve the regions needs.



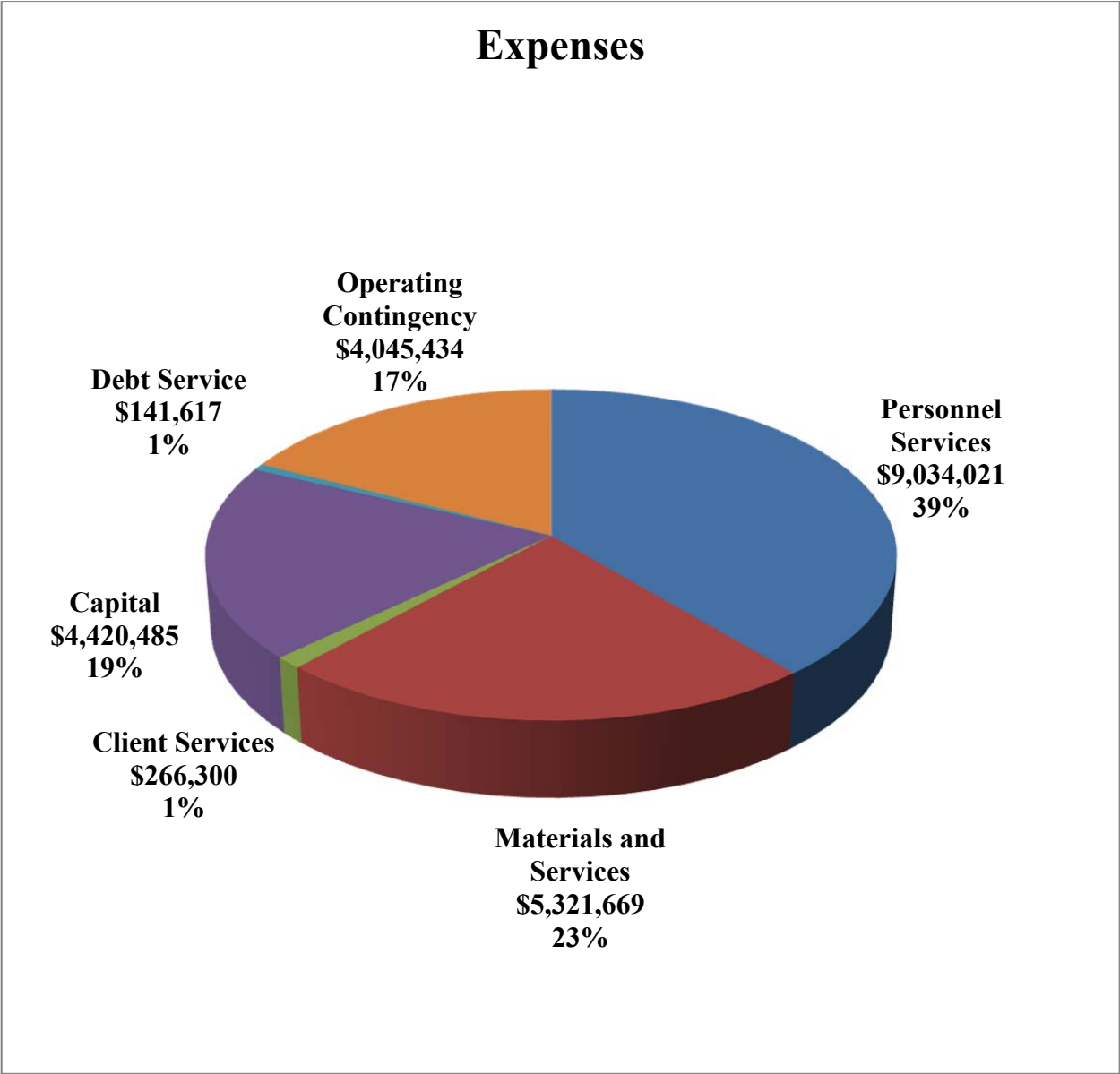
2. Budgets by Department

The following table provides detail on the percentage of the budgeted resources per department. The Transportation Department makes up 73% of COIC's total general fund budget. This percentage has decreased slightly for fiscal year 2020-2021. The Economic Development Department's percentage of COIC's total general fund budget has increased from 7% in fiscal year 2019-2020 to 8% in fiscal year 2020-2021. The Employment and Training Department has grown from 13% in fiscal year 2019-2020 to 20% in fiscal year 2020-2021, this is mainly due to adding the Oregon Youth Challenge Program to our youth department.

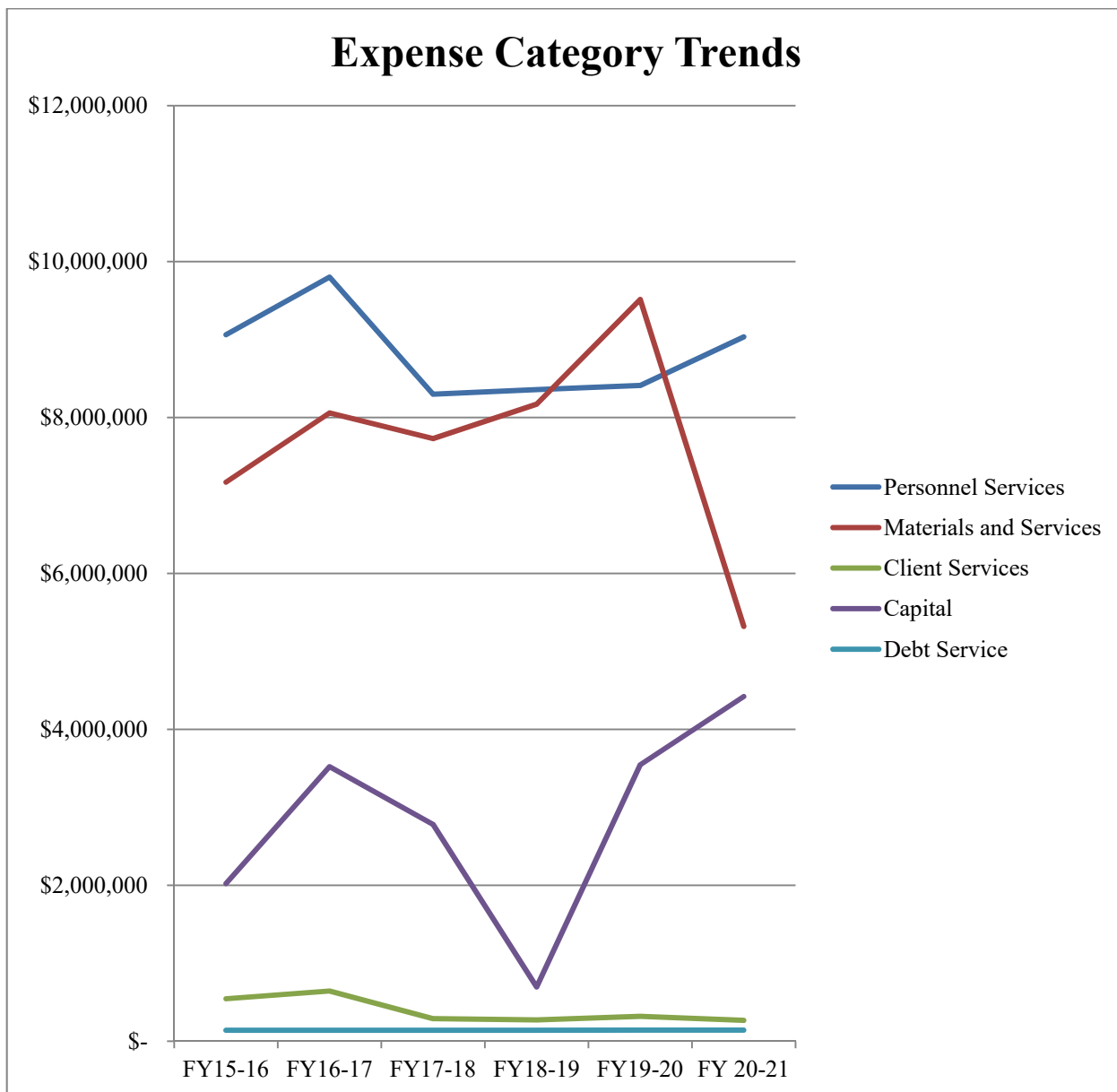


3. Expenses

Categories for expenses within the 2020-2021 budget can be found in the table below.

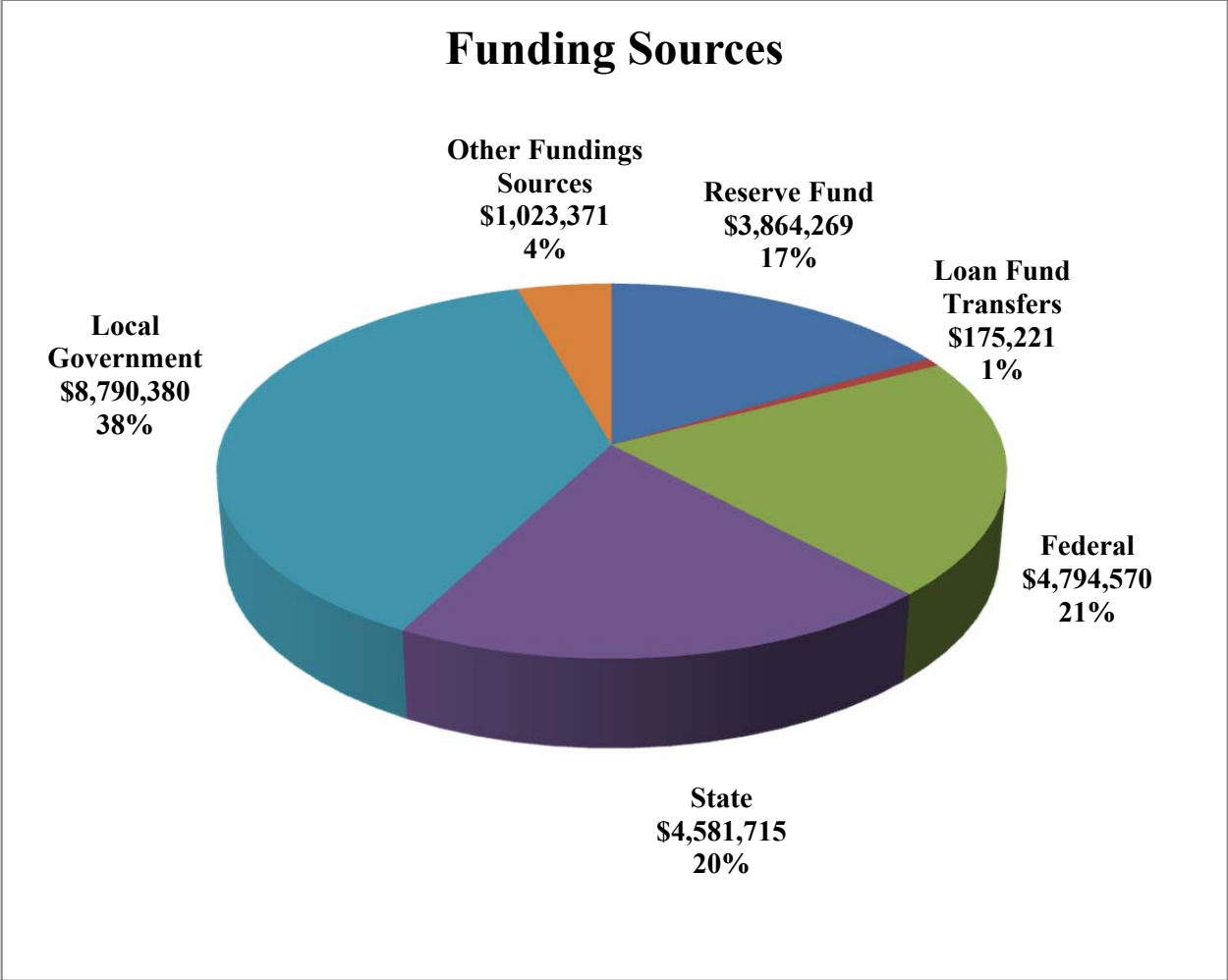


In analyzing trends, total personnel services are expected to increase from prior year by 7%, or \$624,000. Total materials and services are expected to decrease by 44%, or \$4.2 million, with all the decrease attributable to the sunsetting of the CERC department. Total client service training dollars is expected to decrease by 16%, however, the dollar change is only \$52,000, and most likely as fiscal year 2020-2021 continues, COIC will receive more revenue for additional client expenditures from East Cascades Workforce Investment Board. Total capital outlay is expected to increase by 25%, or \$900,000, this is due to some capital projects that may not be purchased in fiscal year 2019-2020 getting deferred to 2020-2021, and some State Transit Improvement Tax capital projects that will be implemented in 2020-2021. Total debt service remains consistent year over year.



4. Funding Sources

COIC has traditionally had a very diverse funding portfolio. The proposed 2020-2021 budget remains consistent.



BUDGET MESSAGE

PROGRAM YEAR 2020-2021

Resources

COIC is projecting a 10% decrease in total budgeted resources, which includes Fund Balance. The reason for this budgeted decrease is due to COIC sunsetting the Cascades East Ride Center (CERC) department in fiscal year 2019-2020. The CERC department made up 24% of COIC's 2019-2020 fiscal year budget. Since COIC is only expecting a total decrease of 10% for the 2020-2021 fiscal year budget, this shows the trend that COIC's other departments are growing and expanding to better serve the needs of our region.

The Employment and Training Department is projecting a 34% increase in total budgeted resources. This budgeted increase is mainly due to COIC adding the Oregon Youth Challenge Program to our youth department in late 2019-2020.

The Economic Development Department is projecting to have about the same level of budgeted resources when compared to fiscal year 2019-2020.

The Transportation Department is projecting a 19% decrease in budgeted resources as compared to fiscal year 2019-2020. This is due to the sunsetting of the CERC department in 2019-2020, as mentioned above. However, even with the sunsetting of this department, the Cascades East Transit department is expected to increase 17% or \$2.3 million. This is due to Cascades East Transit planning on expanding service through the use of the State Transit Improvement Tax Funds for fiscal year 2020-2021.

Wages

COIC has included a 2% COLA increase in this year's personnel costs for represented and non-represented groups. The 2% COLA increase for represented groups is contractually required. Overall staffing is budgeted to increase from 112.76 full time employees to 115.80 full time employees, with the majority of the increase occurring in the Transportation and Employment and Training Departments. Also included in the budget is a 2% merit increase for both the represented and non-represented groups. The increase for the represented group is contractually required. The 2% merit for the non-represented group assumes that only two-thirds of the non-represented staff will receive merits for the year since merit steps are 3% apart.

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 and make 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.

COIC is projecting premium costs to stay the same for both the Standard and High Deductible Plans. The Standard Plan with Dental is projected to cost \$1,620 per employee. The High Deductible Plan is projected to cost \$1,049 per employee.

PERS

COIC participates in the state-administered retirement fund. The employer rate effective July 1, 2019 through June 30, 2021 is 17.92% for PERS General Service (Tier 1 & 2) and 12.38% for OPSRP General Service. This is an increase from the previous rate. The increase for PERS General Service is 7% from prior year, while the increase in the OPSRP General Service is 13%.

In 2015, COIC's board approved participation in the State's local government rate pool, which we believed would 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 OPSRP (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 OPSRP; however our actual rates per the pool ended up even lower than projected in previous years.

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, actuarial accrued liability (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 pool's, then the organization must pay in extra funds over 20 years to bring its status in line with the pool's. If the organization is in better shape than the pool, as was the case with COIC, then the organization pays in less over 20 years to bring its condition in line with the pool's. Despite the trade-offs, COIC's management and board felt that joining the pool and enjoying significant cost savings over the next 20 years was the prudent decision.

While COIC should expect our PERS rates to increase in the future, management's hope was that the increase would be less significant in future years by joining the pool versus not joining the pool, allowing COIC to manage PERS expense for future years without incurring large swings in rates.

Workers Compensation

COIC is expecting our Workers Compensation rates to be the same as last year.

Materials and Services

Legal Services

COIC hired in house legal counsel during the latter part of 2019-2020. This will allow COIC to decrease our use on contracted legal counsel in the future. The legal budget for 2020-2021 is expected to decrease by 75% or \$75,000.

Contracting

Overall contracting expense is expected to decrease by 62% or 4.3 million dollars. This decrease is due to COIC sunsetting the Cascades East Ride Center Medicaid Ride Brokerage program in 2019-2020.

Capital Outlay

Capital Outlay is expected to increase by 25%, or \$900,000. Most of the budgeted capital expenditures relate to the Cascade East Transit Department's budget. Some of the capital outlay that is budgeted for 2019-2020, will be deferred to 2020-2021.

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

BUDGET ASSUMPTIONS AND TRENDS

	Actual Budget 2019-2020	Proposed Budget 2020-2021
PERSONNEL SERVICES		
Full Time Equivalent (FTE)	FTE	FTE
<u>Employment & Training</u>		
Adult	9.83	10.80
Youth	13.68	26.91
TOTAL EMPLOYMENT & TRAINING	23.51	37.70
<u>Economic Development</u>		
Community Development	4.9	5.75
Public Lending	0.84	0.38
TOTAL ECONOMIC DEVELOPMENT	5.74	6.14
<u>Transportation</u>		
Cascades East Ride Center	20.22	-
Cascades East Transit	63.29	71.96
TOTAL TRANSPORTATION	83.51	71.96
Total FTE	112.76	115.80
 COLA		
Represented	2.00%	2.00%
Non- Represented	2.00%	2.00%
Merit Increase	2.00%	2.00%
 Medical Insurance Cost Per Employee (monthly)		
Standard Plan	\$1,620	\$1,620
% Increase		0.0%
High Deductible Plan	\$1,049	\$1,049
% Increase		0.0%
 Public Employee Retirement System (PERS)		
PERS	17.92%	17.92%
OPSRP	12.38%	12.38%
Workers Compensation Rate	1.10%	1.10%
 Unemployment Insurance		
Rate	2.70%	2.70%
Limit	\$40,600	\$40,600

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, and recreation and tourism.

Board of Directors:

Bruce Abernethy, City of Bend

Patti Adair, Deschutes County

Bartt Brick, City of Madras

Connie Briese, City of La Pine

Jerry Brummer, Crook County

Andy Byrd, City of Culver

Nancy Connolly, City of Sisters

Wayne Fording, Jefferson County

Denise Keeton, City of Metolius

Brigitte McConville, Confederated Tribes of Warm Springs

Jeff Papke, City of Prineville

Jay Patrick, City of Redmond

Katy Brooks, Deschutes County Appointed – Business and Industry

Katie Condit, Deschutes County Appointed – Unemployed and Under Employed

Tim Deboodt, Crook County Appointed – Timber and Wood Products

Thomas O’Shea, Deschutes County Appointed – Recreation and Tourism

Vacant, Jefferson County Appointed – Agribusiness and Agriculture

Officers:

Chair – Jerry Brummer, Crook County

Vice-Chair – Bruce Abernethy, City of Bend

Finance Committee Chair – Bartt Brick, City of Madras

Secretary – Tammy Baney

Treasurer – Michelle Williams

Executive Director – Tammy Baney

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
2020-2021 BUDGET COMMITTEE**

Council Members:

Jefferson County Commissioner	Wayne Fording
Crook County Commissioner	Jerry Brummer
Deschutes County Commissioner	Patti Adair

Non-Council Members: Expiration Dates

Joe Krenowicz - 3 year term	12/20
Jamie Kendellen – 3 year term	12/21
John Boylen – 3 year term	12/22

Budget Officer:

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

DRAFT COIC BUDGET CALENDAR
(FY '2020- '2021)

<u>EVENTS</u>	<u>DATE</u>	<u>TIME</u>
1. Approve COIC Budget Calendar	February 6	
2. Appoint Budget Officer / Budget Committee	February 6	
3. Prepare Proposed Budget (Budget Officer)	April 30	
4. Publish Notice of Budget Committee Meeting *	April 23-29	
5. Budget Committee Meeting Proposed Budget and Budget Message Work Session / Public Comment Budget Approval (if completed)	May 7	2:00 pm
6. Publish Notice of Budget Committee Meeting * (if needed)	May 7-13	
6. Budget Committee Meeting (if needed) Work Session / Public Comment Budget Approval	May 21	11:30 am
7. Publish Notice of Budget Hearing *	May 21-27	
8. Budget Hearing (COIC BOARD) (if completed and approved by Budget Committee) Public Comment Adopt Budget and Make Appropriations	June 4	5:30 pm
9. Publish Notice of Budget Hearing * (if needed)	June 5-10	
9. Budget Hearing (if needed) Special Board Meeting (COIC BOARD) Public Comment Adopt Budget and Make Appropriations	June 18	5:30 pm
10. File Budget with Oregon Department of Revenue	July 10	

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
RESOURCES BUDGET**

ACTUAL BUDGET FY 17 - 18	APPROVED BUDGET FY 18 - 19	APPROVED BUDGET FY 19 - 20		PROPOSED BUDGET FY 20 - 21
3,825,774	3,948,680	3,815,484	Beginning Fund Balance	3,864,269
			Transfers from Other Funds	
-	-	-	Round 1 Revolving Loan Funds	-
-	-	-	Round 2 Revolving Loan Funds	-
-	-	-	Round 3 Revolving Loan Funds	-
107,000	107,744	51,900	Revolving Loan Fund	63,234
3,100	2,500	3,950	Local Job Creation Fund	2,400
182,000	175,206	66,883	Oregon Business Development Corp.	75,000
63,000	62,953	32,903	USDA IRP Revolving Loan Funds	34,587
355,100	348,403	155,636	TOTAL: Transfers from Other Funds	175,221
			Grants/Contracts With Other Agencies	
			State of Oregon	
1,993,542	1,914,963	1,678,757	Dept Human Services	384,954
1,929,000	1,763,841	1,692,765	Dept of Transportation	3,906,543
-	-	50,000	Dept of Land Conservation & Development	-
738,000	-	250,000	Oregon Business Development Department	247,717
-	56,500	51,000	Dept of Forestry	42,500
34,080	70,288	-	Dept of Community Colleges & Workforce Dev.	-
4,694,622	3,805,592	3,722,522	TOTAL: State of Oregon	4,581,715
			County & Local Government	
433,839	435,460	3,716,721	Deschutes County	3,889,136
117,000	82,605	404,379	Jefferson County	201,359
108,000	132,300	242,799	Crook County	114,070
2,092,000	1,322,838	1,425,179	City of Bend	1,423,228
-	-	187,000	Confederated Tribes of the Warm Springs	190,988
811,000	737,685	815,215	Other Local Government	632,291
30,000	20,000	-	COCC	-
-	148,036	155,000	Title 1/ JDEP	189,504
1,211,728	1,051,881	1,170,000	School Districts	2,149,803
4,803,567	3,930,805	8,116,293	TOTAL: County & Local Govt	8,790,380
			Federal Government	
123,000	115,500	80,000	Economic Development Administration	100,000
242,452	34,591	50,000	US Dept of Agriculture	54,586
6,500	-	-	USDA AGORA	-
2,033,188	1,352,786	1,685,475	US Dept of Transportation	3,334,348
24,000	-	-	Oregon Youth Conservation Corp	-
-	-	40,000.00	Western Federal Lands Highway Division	4,598
1,438,000	1,297,826	1,299,252	Workforce Investment and Opportunity Act	1,301,038
3,867,140	2,800,703	3,154,727	TOTAL: Federal Govt	4,794,570
			Other Grants & Contracts	
4,834,000	4,862,880	5,019,421	Pacific Source	120,398
-	41,828	20,000	Oregon Community Foundation	-
-	65,720	-	Discover Your Forest	-
-	93,511	76,700	Meyer Memorial Trust	85,848
-	15,000	60,000	Ford Family Foundation	108,133
-	60,000	-	Central Oregon Council On Aging	-
-	65,000	74,454	COFS Foundation	47,175
-	-	5,000	High Desert Food & Farm Alliance	-
-	5,652	-	Nature Conservancy	-
-	601	-	LLI Governance	-
-	44,000	2,000	CO Health Council	-
583,000	85,104	-	Foundations/Non-Profits	-
5,417,000	5,339,296	5,257,575	TOTAL: Other Grants & Contracts	361,554
18,782,329	15,876,396	20,251,117	TOTAL: Grants/Contracts With Other Agencies	18,528,219
			Other Revenue	
177,000	90,000	100,000	Misc. Job Training Income/Projects	220,741
190,000	188,185	185,942	Rental Income	185,942
716,000	710,278	679,857	Bus Fares	-
2,000	91,584	9,276	Misc. Transportation Income	144
789,000	604,176	667,685	Charges for Services	208,281
1,874,000	1,684,223	1,642,760	TOTAL: Other Revenue	615,108
			Investment Revenue	
32,000	30,654	47,963	Interest on Investments	46,709
32,000	30,654	47,963	TOTAL: Investment Revenue	46,709
21,043,429	17,939,676	22,097,476	TOTAL REVENUE	19,365,257
24,869,203	21,888,356	25,912,960	TOTAL RESOURCES	23,229,526

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EXPENDITURES BUDGET**

ACTUAL BUDGET FY 17-18	APPROVED BUDGET FY 18-19	APPROVED BUDGET FY 19-20	
135,000	130,813	1.00	125,424
47,439	44,717	1.00	45,614
-	-		
77,000	78,410	1.00	87,822
61,897	65,671	1.00	69,002
55,414	57,065	1.00	61,714
57,562	60,089	1.00	63,149
6,714	-		-
46,800	39,728	1.00	41,746
42,561	38,569	1.00	42,994
78,413	83,601	1.00	87,822
66,200	69,300	1.00	74,855
-	31,361	1.00	32,960
-	38,985	1.00	41,361
61,200	63,756	1.00	66,993
56,053	54,999	1.00	57,782
98,000	99,326	1.00	104,370
-	67,637	1.00	71,074
109,500	110,200	0.33	36,871
193,000	252,290	2.92	250,070
87,500	91,728	1.00	96,745
86,400	-		-
68,700	72,173	1.00	75,804
52,254	53,815	1.00	54,887
94,878	102,161	2.00	103,147
84,400	84,433	0.33	28,980
60,104	120,179	1.00	63,149
79,654	-		-
115,153	67,637	1.00	71,074
160,713	118,553	2.00	122,803
-	51,156	1.00	52,999
43,413	44,717	1.00	46,987
-	-	1.00	42,157
63,766	63,756	1.00	69,002
40,300	42,147	2.00	85,987
37,481	40,144		-
143,000	70,649	1.00	36,017
33,000	79,493	1.00	41,746
106,000	89,851	1.00	46,987
-	48,118	2.15	74,866
-	-	0.75	37,384
-	-	0.75	35,240
77,200	35,325	1.00	36,731
462,654	440,138	5.60	306,011
185,093	150,003	3.00	159,794
4,826	-		-
113,000	124,463	2.00	129,992
343,766	304,429	5.00	253,606
-	-		-
28,704	30,454		-
-	217,861	6.00	226,113
603,000	486,878	17.75	607,407
775,000	763,291	26.42	951,601
-	-	0	-
91,940	126,512	4.75	167,096
5,234,652	5,306,582	112.75	5,385,935
1,675,823	1,800,326		1,715,554
23,424	24,610		24,772
622,327	637,162		705,594
378,321	390,104		396,076
75,000	91,562		64,850
113,943	107,238		117,238
2,888,838	3,051,001		3,024,083
8,123,490	8,357,583		8,410,018

Personnel Services

Executive Director
Executive Assistant

Administrative Support

General Legal Counsel
Fiscal Services Manager
Fiscal Services Admin - CED & Loans
Fiscal Services Admin - Transportation
Fiscal Services Admin - Adult & Youth
Accounting Coordinator
Accounting Technician -AR/AP
Payroll Specialist
Human Resources Manager
Human Resources Coordinator
Human Resources Assistant
Accounting Clerk - CERC Billing
IT Manager
Network Administrator

Dept Managers

Transportation Manager
CERC Brokerage Manager
Loan Manager
Employment & Training Managers
Economic Development Manager
Training Program Manager - E&T

Program Managers & Program Staff

CET Operations Manager
CET Dispatch and Call Supervisor
Field Supervisors
Loan Officer
Senior Transit Planner
Program Planner - E&T
Program Administrator-CED
Program Administrators-CERC
Employment Counselor/Adult Records Coordinator
Program Coordinator-CED
Participant Records Coordinator - E&T
Outreach and Engagement Coordinator
Transportation Planning & Outreach Specialists
Program Assistant-E&T
Program Assistant-CET
Program Assistant-CED
Quality Assurance Lead
Station Attendants
Safety, Security & Trainer
Ambassador/Travel Trainer
Vehicle Mechanic
Employment Counselors-Adult
Employment Counselors-Youth
Summer Crew Leaders
Classroom Instructor-Leads
Classroom Instructors
Classroom Assistant
Clerical Receptionist-E & T
Dispatchers
Customer Service Representatives
Drivers
Ride the River Assistant/Loader
Maintenance

SUB-TOTAL

Payroll Expense

Medical/Dental Insurance
Life Insurance/LTD
Public Employees Retirement
F. I. C. A.
Workers Compensation
Unemployment Insurance

SUB-TOTAL

TOTAL PERSONNEL SERVICES

PROPOSED BUDGET FY 20 - 21	
1.00	132,500
1.00	46,525
0.75	70,939
1.00	91,828
1.00	72,496
1.00	62,949
1.00	72,496
-	-
1.00	42,994
1.00	46,525
1.00	91,828
1.00	76,315
1.00	33,609
-	-
1.00	75,080
1.00	55,561
1.00	91,828
-	-
-	-
3.00	242,337
1.00	101,587
-	-
1.00	77,314
1.00	55,973
2.00	106,716
-	-
1.00	64,409
-	-
2.00	130,641
-	-
1.00	54,762
1.00	46,525
1.00	44,267
1.00	70,387
2.00	87,709
-	-
1.00	38,988
1.00	42,582
2.00	98,717
2.50	88,678
-	-
-	-
-	-
2.00	73,519
6.30	347,081
3.00	162,115
-	-
3.00	204,348
15.00	738,841
1.00	32,685
-	-
6.00	223,360
5.00	181,188
31.00	1,151,135
0.25	7,723
5.00	179,407
115.80	5,716,469
-	1,947,490
-	26,915
-	724,689
-	420,490
-	77,049
-	120,920
3,317,552	
9,034,021	

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EXPENDITURES BUDGET**

ACTUAL BUDGET FY 17-18	APPROVED BUDGET FY 18-19	APPROVED BUDGET FY 19-20		PROPOSED BUDGET FY 20 - 21
			Materials and Services	
461,776	408,335	422,839	Rent	386,686
130,259	134,725	138,558	Telephone	168,192
175,000	154,415	182,369	Utilities/Janitorial	171,504
			Supplies/Printing	
125,000	126,389	166,896	General Supplies	150,884
22,309	20,547	9,704	Printing	9,180
3,000	-	3,006	School District Crews	-
28,000	25,862	38,293	Furnishings & Equipment	68,860
14,840	17,652	22,629	Postage	4,408
2,497	2,211	1,858	Subscriptions	6,845
273,000	179,401	217,642	Fees/Dues	74,447
-	-	-	Software	155,000
8,024	6,855	6,340	Advertising	5,233
8,479	9,237	9,549	Office Equipment Lease Exp	24,755
			Repair and Maintenance	
10,435	135	316	Office Equipment	598
250,010	226,820	240,451	Vehicles	238,480
55,006	24,193	27,990	Other	14,528
170,112	150,291	119,982	Insurance	125,586
			Services	
61,000	55,489	99,993	Legal	24,272
24,000	25,560	23,753	Auditing	26,631
49,000	44,875	50,139	Security	80,928
			Consulting	
21,802	3,314	1,123	Telephone Systems	21,416
5,860,000	5,852,464	6,983,817	Contracting	2,650,770
151,000	57,175	71,030	Pass Through	247,000
			Training/Travel	
66,000	71,960	60,201	Operational Travel	67,291
15,500	28,023	33,645	Staff Training/Education	35,168
14,000	13,772	12,926	Travel/Employee Bus Pass	9,612
10,000	7,092	7,029	Crew Travel	-
500,000	482,052	557,481	Fuel Expense	549,613
3,202	3,507	3,354	Drug testing	3,783
			Cost of Goods Sold	
51,744	38,562	1,167	Hawthorne Market	-
8,564,995	8,170,914	9,514,080	***SUB-TOTAL***	5,321,669
			Client Job Training/Services	
-	-	318,272	Participant/Work Experience	266,300
350,000	195,018	-	Workforce Innovation and Opportunity Act	-
-	39,899	-	GED Fees	-
-	-	-	School District Crews	-
19,793	6,637	-	Department of Human Services	-
19,250	30,949	-	Back to Work Oregon	-
389,043	272,503	318,272	***SUB-TOTAL***	266,300
8,954,038	8,443,417	9,832,352	TOTAL MATERIALS AND SERVICES	5,587,969
			Capital Outlay	
-	-	5,000	Equipment	
75,000	359,500	1,294,558	Computers & Software	44,333
800,000	-	-	Furnishings & Equipment	302,000
277,051	-	194,850	Real Property	-
1,650,530	336,116	2,051,116	Property Improvements	800,152
			Vehicles	3,274,000
			Equipment	-
2,802,581	695,616	3,545,524	TOTAL CAPITAL OUTLAY	4,420,485
			Debt Services	
100,000	99,000	109,000	Debt Principal	109,000
40,000	39,500	32,617	Debt Interest	32,617
140,000	138,500	141,617	TOTAL DEBT SERVICE	141,617
20,020,109	17,635,116	21,929,511	TOTAL GENERAL FUND EXPENDITURES	19,184,092
			Transfers, Contingency & Fund Balance	
4,849,095	3,738,896	3,372,932	Operating Contingency	3,401,265
-	514,344	610,517	Ending Fund Balance	644,169
4,849,095	4,253,240	3,983,449	TOTAL TRANSFERS, CONTINGENCY & Fund Balance	4,045,434
24,869,203	21,888,356	25,912,960	TOTAL GENERAL FUND REQUIREMENTS	23,229,526

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
RESOURCES BUDGET**

	PROPOSED BUDGET FY 20 - 21				
	TOTAL GENERAL FUND	EMPLOYMENT & TRAINING	ECONOMIC DEVELOPMENT	TRANSPORTATION	BUILDING FUNDS
<u>Beginning Fund Balance</u>	3,864,269	287,023	470,371	2,730,242	376,633
<u>Transfers from Other Funds</u>					
Round 1 Revolving Loan Funds	-	-	-	-	-
Round 2 Revolving Loan Funds	-	-	-	-	-
Round 3 Revolving Loan Funds	-	-	-	-	-
Revolving Loan Fund	63,234	-	63,234	-	-
Local Job Creation Fund	2,400	-	2,400	-	-
Oregon Business Development Corp.	75,000	-	75,000	-	-
USDA IRP Revolving Loan Funds	34,587	-	34,587	-	-
<u>TOTAL: Transfers from Other Funds</u>	175,221	-	175,221	-	-
<u>Grants/Contracts With Other Agencies</u>					
<u>State of Oregon</u>					
Dept Human Services	384,954	296,809	-	88,145	-
Dept of Transportation	3,906,543	-	40,500	3,866,043	-
Dept of Land Conservation & Development	-	-	-	-	-
Oregon Business Development Department	247,717	-	247,717	-	-
Dept of Forestry	42,500	-	42,500	-	-
Dept of Community Colleges & Workforce Dev.	-	-	-	-	-
<u>TOTAL: State of Oregon</u>	4,581,715	296,809	330,717	3,954,188	-
<u>County & Local Government</u>					
Deschutes County	3,889,136	-	62,300	3,826,836	-
Jefferson County	201,359	-	106,719	94,640	-
Crook County	114,070	-	8,722	105,348	-
City of Bend	1,423,228	-	36,000	1,387,228	-
Confederated Tribes of the Warm Springs	190,988	-	-	190,988	-
Other Local Government	632,291	-	132,184	500,107	-
COCC	-	-	-	-	-
Title 1/ JDEP	189,504	189,504	-	-	-
School Districts	2,149,803	2,149,803	-	-	-
<u>TOTAL: County & Local Govt</u>	8,790,380	2,339,307	345,925	6,105,148	-
<u>Federal Government</u>					
Economic Development Administration	100,000	-	100,000	-	-
US Dept of Agriculture	54,586	-	54,586	-	-
USDA AGORA	-	-	-	-	-
US Dept of Transportation	3,334,348	-	-	3,334,348	-
Oregon Youth Conservation Corp	-	-	-	-	-
Western Federal Lands Highway Division	4,598	-	-	4,598	-
Workforce Investment and Opportunity Ac	1,301,038	1,301,038	-	-	-
<u>TOTAL: Federal Govt</u>	4,794,570	1,301,038	154,586	3,338,946	-
<u>Other Grants & Contracts</u>					
Pacific Source	120,398	-	-	120,398	-
Oregon Community Foundation	-	-	-	-	-
Discover Your Forest	-	-	-	-	-
Meyer Memorial Trust	85,848	-	85,848	-	-
Ford Family Foundation	108,133	-	108,133	-	-
Central Oregon Council On Aging	-	-	-	-	-
COFS Foundation	47,175	-	47,175	-	-
High Desert Food & Farm Alliance	-	-	-	-	-
Nature Conservancy	-	-	-	-	-
LLI Governance	-	-	-	-	-
CO Health Council	-	-	-	-	-
Foundations/Non-Profits	-	-	-	-	-
<u>TOTAL: Other Grants & Contracts</u>	361,554	-	241,156	120,398	-
<u>TOTAL: Grants/Contracts With Other Agencies</u>	18,528,219	3,937,154	1,072,384	13,518,681	-
<u>Other Revenue</u>					
Misc. Job Training Income/Projects	220,741	220,741	-	-	-
Rental Income	185,942	-	-	-	185,942
Bus Fares	-	-	-	-	-
Misc. Transportation Income	144	-	-	144	-
Charges for Services	208,281	-	-	208,281	-
<u>TOTAL: Other Revenue</u>	615,108	220,741	-	208,425	185,942
<u>Investment Revenue</u>					
Interest on Investments	46,709	700	2,550	43,459	-
<u>TOTAL: Investment Revenue</u>	46,709	700	2,550	43,459	-
<u>TOTAL REVENUE</u>	19,365,257	4,158,595	1,250,155	13,770,564	185,942
<u>TOTAL RESOURCES</u>	23,229,526	4,445,618	1,720,526	16,500,806	562,575

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EXPENDITURES BUDGET**

	PROPOSED BUDGET FY 20 - 21	EMPLOYMENT & TRAINING	ECONOMIC DEVELOPMENT	TRANSPORTATION	BUILDING FUNDS	
Personnel Services						
Executive Director	1.00	132,500	43,143	7,023	82,334	-
Executive Assistant	1.00	46,525	15,149	2,466	28,911	-
Administrative Support						
General Legal Counsel	0.75	70,939	23,098	3,760	44,081	-
Fiscal Services Manager	1.00	91,828	29,899	4,867	57,061	-
Fiscal Services Admin - CED & Loans	1.00	72,496	11,802	38,177	22,517	-
Fiscal Services Admin - Transportation	1.00	62,949	-	-	62,949	-
Fiscal Services Admin - Adult & Youth	1.00	72,496	60,273	957	11,266	-
Accounting Coordinator	-	-	-	-	-	-
Accounting Technician -AR/AP	1.00	42,994	13,999	2,279	26,716	-
Payroll Specialist	1.00	46,525	15,149	2,466	28,911	-
Human Resources Manager	1.00	91,828	29,899	4,867	57,061	-
Human Resources Coordinator	1.00	76,315	24,848	4,045	47,422	-
Human Resources Assistant	1.00	33,609	10,943	1,781	20,884	-
Accounting Clerk - CERC Billing	-	-	-	-	-	-
IT Manager	1.00	75,080	14,926	4,355	55,799	-
Network Administrator	1.00	55,561	20,158	4,250	31,153	-
Dept Managers						
Transportation Manager	1.00	91,828	-	-	91,828	-
CERC Brokerage Manager	-	-	-	-	-	-
Loan Manager	-	-	-	-	-	-
Employment & Training Managers	3.00	242,337	242,337	-	-	-
Economic Development Manager	1.00	101,587	-	101,587	-	-
Training Program Manager - E&T	-	-	-	-	-	-
Program Managers & Program Staff						
CET Operations Manager	1.00	77,314	-	-	77,314	-
CET Dispatch and Call Supervisor	1.00	55,973	-	-	55,973	-
Field Supervisors	2.00	106,716	-	-	106,716	-
Loan Officer	-	-	-	-	-	-
Senior Transit Planner	1.00	64,409	-	-	64,409	-
Program Planner - E&T	-	-	-	-	-	-
Program Administrator-CED	2.00	130,641	-	130,641	-	-
Program Administrators-CERC	-	-	-	-	-	-
Employment Counselor/Adult Records Coordinator	1.00	54,762	54,762	-	-	-
Program Coordinator-CED	1.00	46,525	-	46,525	-	-
Participant Records Coordinator - E&T	1.00	44,267	44,267	-	-	-
Outreach and Engagement Coordinator	1.00	70,387	-	-	70,387	-
Transportation Planning & Outreach Specialists	2.00	87,709	-	-	87,709	-
Program Assistant-E&T	-	-	-	-	-	-
Program Assistant-CET	1.00	38,988	-	-	38,988	-
Program Assistant-CED	1.00	42,582	-	42,582	-	-
Quality Assurance Lead	2.00	98,717	-	-	98,717	-
Station Attendants	2.50	88,678	-	-	88,678	-
Safety, Security & Trainer	-	-	-	-	-	-
Ambassador/Travel Trainer	-	-	-	-	-	-
Vehicle Mechanic	2.00	73,519	-	-	73,519	-
Employment Counselors-Adult	6.30	347,081	347,081	-	-	-
Employment Counselors-Youth	3.00	162,115	162,115	-	-	-
Summer Crew Leaders	-	-	-	-	-	-
Classroom Instructor-Leads	3.00	204,348	204,348	-	-	-
Classroom Instructors	15.00	738,841	738,841	-	-	-
Classroom Assistant	1.00	32,685	32,685	-	-	-
Clerical Receptionist-E & T	-	-	-	-	-	-
Dispatchers	6.00	223,360	-	-	223,360	-
Customer Service Representatives	5.00	181,188	-	-	181,188	-
Drivers	31.00	1,151,135	-	-	1,151,135	-
Ride the River Assistant/Loader	0.25	7,723	-	-	7,723	-
Maintenance	5.00	179,407	-	-	179,407	-
SUB-TOTAL	115.80	5,716,469	2,139,722	402,629	3,174,117	-
Payroll Expense						
Medical/Dental Insurance	-	1,947,490	647,711	107,302	1,192,477	-
Life Insurance/LTD	-	26,915	10,063	1,915	14,936	-
Public Employees Retirement	-	724,689	291,589	53,606	379,493	-
F. I. C. A.	-	420,490	157,393	29,616	233,481	-
Workers Compensation	-	77,049	13,361	898	62,790	-
Unemployment Insurance	-	120,920	41,743	7,761	71,415	-
SUB-TOTAL	***	3,317,552	1,161,861	201,100	1,954,592	-
TOTAL PERSONNEL SERVICES		9,034,021	3,301,583	603,729	5,128,709	-

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EXPENDITURES BUDGET**

	PROPOSED BUDGET FY 20 - 21	EMPLOYMENT & TRAINING	ECONOMIC DEVELOPMENT	TRANSPORTATION	BUILDING FUNDS
Materials and Services					
Rent	386,686	225,647	23,790	137,249	-
Telephone	168,192	34,259	5,312	128,621	-
Utilities/Janitorial	171,504	52,343	9,317	109,844	-
Supplies/Printing					
General Supplies	150,884	32,165	5,689	113,030	-
Printing	9,180	1,984	319	6,877	-
School District Crews	-	-	-	-	-
Furnishings & Equipment	68,860	4,149	345	64,366	-
Postage	4,408	1,513	217	2,678	-
Subscriptions	6,845	774	5,920	151	-
Fees/Dues	74,447	12,547	2,607	59,292	-
Software	155,000	50,000	5,000	100,000	-
Advertising	5,233	983	223	4,028	-
Office Equipment Lease Exp	24,755	7,802	922	16,031	-
Repair and Maintenance					
Office Equipment	598	150	448	-	-
Vehicles	238,480	2,328	-	236,152	-
Other	14,528	2,238	1,999	10,290	-
Insurance	125,586	23,741	4,509	97,335	-
Services					
Legal	24,272	6,512	1,332	16,428	-
Auditing	26,631	7,764	2,461	16,406	-
Security	80,928	2,033	3,512	75,383	-
Consulting					
Telephone Systems	21,416	-	20,650	766	-
Contracting	2,650,770	28,314	180,172	2,442,284	-
Pass Through	247,000	-	247,000	-	-
Training/Travel					
Operational Travel	67,291	43,360	15,618	8,312	-
Staff Training/Education	35,168	16,240	3,222	15,705	-
Travel/Employee Bus Pass	9,612	765	225	8,622	-
Crew Travel	-	-	-	-	-
Fuel Expense	549,613	-	-	549,613	-
Drug testing	3,783	-	-	3,783	-
Cost of Goods Sold					
Hawthorne Market	-	-	-	-	-
SUB-TOTAL	5,321,669	557,612	540,810	4,223,246	-
Client Job Training/Services					
Participant/Work Experience	266,300	266,300	-	-	-
Workforce Innovation and Opportunity Act	-	-	-	-	-
GED Fees	-	-	-	-	-
School District Crews	-	-	-	-	-
Department of Human Services	-	-	-	-	-
Back to Work Oregon	-	-	-	-	-
SUB-TOTAL	266,300	266,300	-	-	-
TOTAL MATERIALS AND SERVICES	5,587,969	823,912	540,810	4,223,246	-
Capital Outlay					
Equipment					
Computers & Software	44,333	1,628	248	42,457	-
Furnishings & Equipment	302,000	-	-	302,000	-
Real Property	-	-	-	-	-
Property Improvements	800,152	-	-	800,152	-
Vehicles	3,274,000	-	-	3,274,000	-
Equipment	-	-	-	-	-
TOTAL CAPITAL OUTLAY	4,420,485	1,628	248	4,418,609	-
Debt Services					
Debt Principal	109,000	-	-	-	109,000
Debt Interest	32,617	-	-	-	32,617
TOTAL DEBT SERVICE	141,617	-	-	-	141,617
TOTAL GENERAL FUND EXPENDITURES	19,184,092	4,127,123	1,144,788	13,770,564	141,617
Transfers, Contingency & Fund Balance					
Operating Contingency	3,401,265	318,495	210,831	2,730,243	141,696
Ending Fund Balance	644,169	-	364,907	-	279,262
TOTAL TRANSFERS, CONTINGENCY & Fund Balance	4,045,434	318,495	575,738	2,730,243	420,958
TOTAL GENERAL FUND REQUIREMENTS	23,229,526	4,445,618	1,720,526	16,500,806	562,575

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

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
SPECIAL FUND REVOLVING LOANS
ECONOMIC DEVELOPMENT ADMINISTRATION RLF**

**FISCAL YEAR
2020 - 2021**

ACTUAL BUDGET FY 17 - 18 Income Statement	APPROVED BUDGET FY 18 - 19 Income Statement	APPROVED BUDGET FY 19 - 20 Income Statement		PROPOSED BUDGET FY 20 - 21 Income Statement
			REVENUES	
			<i>Interest</i>	
5,800	5,800	12,000	Invested Earnings	19,800
111,000	109,000	77,117	Loan Repayment	77,928
4,500	3,100	1,000	Fees/Penalties	250
121,300	117,900	90,117	Total Revenues	97,978
121,300	117,900	90,117	TOTAL EDA FUND RESOURCES	97,978
			EXPENDITURES	
108,000	107,744	61,211	Charges for Services	76,000
108,000	107,744	61,211	TOTAL EDA FUND REQUIREMENTS	76,000

ACTUAL BUDGET FY 17 - 18 Balance Sheet	APPROVED BUDGET FY 18 - 19 Balance Sheet	APPROVED BUDGET FY 19 - 20 Balance Sheet		PROPOSED BUDGET FY 20 - 21 Balance Sheet
			ASSETS	
329,144	264,444	805,000	Beginning Cash Balance	603,210
13,300	10,156	28,906	Budgeted Net Profit	21,978
122,000	119,000	98,179	Budgeted Notes Receivable Principal Payments	99,335
(200,000)	(200,000)	(200,000)	Budgeted New Notes Receivable	(500,000)
264,444	193,600	732,085	Budgeted Ending Cash	224,523
1,577,105	1,719,805	1,225,000	Beginning Note Receivable Balance	1,403,670
(122,000)	(119,000)	(98,179)	Budgeted Note Receivable Principal Payments	(99,335)
200,000	200,000	200,000	Budgeted New Note Receivables	500,000
1,655,105	1,800,805	1,326,821	Budgeted Ending Notes Receivable Balance	1,804,335
1,919,549	1,994,405	2,058,906	TOTAL EDA ENDING ASSETS	2,028,858
			LIABILITIES	
-	-	-	Budgeted Ending Notes Payable Balance	-
			TOTAL EDA ENDING LIABILITIES	-
			FUND BALANCE	
264,444	193,600	732,085	Budgeted Cash Available for Loans	224,523
1,655,105	1,800,805	1,326,821	Budgeted Other Net Assets	1,804,335
1,919,549	1,994,405	2,058,906	TOTAL EDA ENDING FUND BALANCE	2,028,858

Note Receivable and Payable Balances for FY 17-18 were not presented in the original approved budgets, however, are being shown here for comparison purposes.

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

**FISCAL YEAR
2020 - 2021**

ACTUAL BUDGET FY 17 - 18 Income Statement	APPROVED BUDGET FY 18 - 19 Income Statement	APPROVED BUDGET FY 19 - 20 Income Statement		PROPOSED BUDGET FY 20 - 21 Income Statement
			REVENUES	
			<u>Interest</u>	
1,000	1,100	120	Invested Earnings	125
67,000	67,000	70,946	Loan Repayment	65,892
600	600	750	Fees/Penalties	750
68,600	68,700	71,816	Total Revenues	66,767
68,600	68,700	71,816	TOTAL IRP FUND RESOURCES	66,767
			EXPENDITURES	
11,000	11,000	8,689	Interest on COIC Long-term Debt	8,000
62,000	62,953	37,974	Charges for Services	35,000
73,000	73,953	46,663	TOTAL IRP FUND REQUIREMENTS	43,000

ACTUAL BUDGET FY 17 - 18 Balance Sheet	APPROVED BUDGET FY 18 - 19 Balance Sheet	APPROVED BUDGET FY 19 - 20 Balance Sheet		PROPOSED BUDGET FY 20 - 21 Balance Sheet
			ASSETS	
662,677	705,777	520,000	Beginning Cash Balance	61,684
(4,400)	(5,253)	25,153	Budgeted Net Profit	23,767
146,000	166,000	51,962	Budgeted Notes Receivable Principal Payments	39,857
-	(200,000)	(200,000)	Budgeted New Notes Receivable	-
(98,500)	(99,000)	(100,155)	Budgeted LTD Payments	(102,000)
705,777	567,524	296,960	Budgeted Ending Cash	23,308
1,224,465	1,035,548	1,130,000	Beginning Note Receivable Balance	1,414,807
(146,000)	(166,000)	(51,962)	Budgeted Note Receivable Principal Payments	(39,857)
-	200,000	200,000	Budgeted New Note Receivables	-
1,078,465	1,069,548	1,278,038	Budgeted Ending Notes Receivable Balance	1,374,950
1,784,242	1,637,072	1,574,998	TOTAL IRP ENDING ASSETS	1,398,258
			LIABILITIES	
1,097,592	999,276	900,186	Budgeted Beginning Notes Payable Balance	798,186
(98,500)	(99,000)	(100,155)	Budgeted Notes Payable Principal Payments	(102,000)
999,092	900,276	800,031	Budgeted Ending Notes Payable Balance	696,186
999,092	900,276	800,031	TOTAL IRP ENDING LIABILITIES	696,186
			FUND BALANCE	
705,777	567,524	296,960	Budgeted Cash Available for Loans	23,308
79,373	169,272	478,007	Budgeted Other Net Assets	678,764
785,150	736,796	774,967	TOTAL IRP ENDING FUND BALANCE	702,072

Note Receivable and Payable Balances for FY 17-18 were not presented in the original approved budgets, however, are being shown here for comparison purposes.

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
2020 - 2021**

ACTUAL BUDGET	APPROVED BUDGET	APPROVED BUDGET		PROPOSED BUDGET
FY 17 - 18 Income Statement	FY 18 - 19 Income Statement	FY 19 - 20 Income Statement		FY 20 - 21 Income Statement
			REVENUES	
			Interest	
1,100	292	1,800	Invested Earnings	2,000
2,100	2,526	1,087	Loan Repayment	1,000
-	-	-	Fees/Penalties	-
3,200	2,818	2,887	Total Revenues	3,000
3,200	2,818	2,887	TOTAL LJC FUND RESOURCES	3,000
			EXPENDITURES	
3,100	2,500	2,887	Charges for Services	3,000
3,100	2,500	2,887	TOTAL LJC FUND REQUIREMENTS	3,000

ACTUAL BUDGET	APPROVED BUDGET	APPROVED BUDGET		PROPOSED BUDGET
FY 17 - 18 Balance Sheet	FY 18 - 19 Balance Sheet	FY 19 - 20 Balance Sheet		FY 20 - 21 Balance Sheet
			ASSETS	
57,223	45,897	80,200	Beginning Cash Balance	92,701
100	318	-	Budgeted Net Profit	-
12,000	11,326	12,765	Budgeted Notes Receivable Principal Payments	12,765
-	-	-	Budgeted New Notes Receivable	(75,000)
69,323	57,541	92,965	Budgeted Ending Cash	30,466
56,950	67,958	33,973	Beginning Note Receivable Balance	326,208
(12,000)	(11,326)	(12,765)	Budgeted Note Receivable Principal Payments	(12,765)
-	-	-	Budgeted New Note Receivables	75,000
44,950	56,632	21,208	Budgeted Ending Notes Receivable Balance	388,443
114,273	114,173	114,173	TOTAL LJC ENDING ASSETS	418,909
			LIABILITIES	
-	-	-	Budgeted Ending Notes Payable Balance	-
-	-	-	TOTAL LJC ENDING LIABILITIES	-
			FUND BALANCE	
69,323	57,541	92,965	Budgeted Cash Available for Loans	30,466
44,950	56,632	21,208	Budgeted Other Net Assets	388,443
114,273	114,173	114,173	TOTAL LJC ENDING FUND BALANCE	418,909

Note Receivable Balances for FY 17-18 were not presented in the original approved budgets, however, are being shown here for comparison purposes.

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

**FISCAL YEAR
2020 - 2021**

ACTUAL BUDGET FY 17 - 18	APPROVED BUDGET FY 18 - 19	APPROVED BUDGET FY 19 - 20		PROPOSED BUDGET FY 20 - 21
159,254	195,119	213,964	Beginning Fund Balance	238,352
			RESOURCES	
97,815	96,000	93,960	Rental Income	93,960
257,069	291,119	307,924	TOTAL RESOURCES	332,312
			REQUIREMENTS	
9,255	8,500	3,421	Interest Payment	3,421
55,066	55,000	60,000	Principal Payment	60,000
192,733	63,500	63,500	Operating Contingency	63,500
-	164,119	181,003	Ending Fund Balance	205,391
257,054	291,119	307,924	TOTAL REQUIREMENTS	332,312

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

**FISCAL YEAR
2020 - 2021**

APPROVED BUDGET FY 17 - 18	APPROVED BUDGET FY 18 - 19	APPROVED BUDGET FY 19 - 20		PROPOSED BUDGET FY 20 - 21
104,126	118,043	129,017	Beginning Fund Balance	138,281
			RESOURCES	
92,185	92,185	91,982	Rental Income	91,982
196,311	210,228	220,999	TOTAL RESOURCES	230,263
			REQUIREMENTS	
30,745	31,000	29,196	Interest Payment	29,196
44,934	44,000	49,000	Principal Payment	49,000
299,678	75,000	78,196	Operating Contingency	78,196
-	60,228.00	64,607	Ending Fund Balance	73,871
375,357	210,228	220,999	TOTAL REQUIREMENTS	230,263

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

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

ACTUAL BUDGET FY 17-18	APPROVED BUDGET FY 18-19	APPROVED BUDGET FY 19-20
274,645	274,645	280,570
703,506	648,892	322,297
24,000	-	-
34,080	70,288	-
1,211,728	1,051,881	1,170,000
-	148,036	155,000
30,000	20,000	-
2,003,314	1,939,097	1,647,297
954,374	897,105	888,686
483,626	400,721	410,566
1,438,000	1,297,826	1,299,252
177,000	90,000	100,000
177,000	90,000	100,000
2,540	4,832	-
2,540	4,832	-
3,620,854	3,331,755	3,046,549
3,895,499	3,606,400	3,327,119

Beginning Fund Balance

Grants/Contracts With Other Agencies

State of Oregon

Dept of Human Resources 296,809

Oregon Youth & Conservation Corp -

Dept of Community Colleges & Workforce Dev. -

County & Local Governments

School Districts 2,149,803

Title 1/JDEP 189,504

COCC -

TOTAL: Grants/Contracts With Other Agencies

Federal Government

Workforce Investment and Opportunity Act

Youth and Adult 1B 953,038

Dislocated Worker 348,000

TOTAL: Federal Government

Other Revenue

Miscellaneous Income/Projects 220,741

TOTAL: Other Revenue

Investment Revenue

Interest on Investments 700

TOTAL: Investment Revenue

TOTAL REVENUE

TOTAL RESOURCES

2020-2021 PROPOSED BUDGET		
TOTAL	ADULT	YOUTH
287,023	217,117	69,906
296,809	296,809	-
-	-	-
-	-	-
2,149,803		2,149,803
189,504		189,504
-		-
2,636,116	296,809	2,339,307
953,038	509,038	444,000
348,000	348,000	-
1,301,038	857,038	444,000
220,741	32,000	188,741
220,741	32,000	188,741
700	-	700
700	-	700
4,158,595	1,185,847	2,972,748
4,445,618	1,402,964	3,042,654

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EMPLOYMENT & TRAINING EXPENDITURES
FISCAL YEAR 2020-2021**

		TOTAL EMPLOYMENT & TRAINING	ADULT PROGRAMS	YOUTH PROGRAMS
<u>PERSONNEL SERVICES</u>	<u>Total FTE</u>			
Executive Director	0.33	43,143	12,353	30,789
Executive Assistant	0.33	15,149	4,338	10,811
<i>Administrative Support</i>				
General Counsel	0.24	23,098	6,614	16,484
Fiscal Services Manager	0.33	29,899	8,561	21,338
Fiscal Services Admin- CED & Loans	0.16	11,802	3,378	8,424
Fiscal Services Admin - Adult & Youth	0.83	60,273	27,063	33,211
Accounting Technician - AR/AP	0.33	13,999	4,008	9,990
Payroll Specialist	0.33	15,149	4,338	10,811
Human Resources Manager	0.33	29,899	8,561	21,338
Human Resource Coordinator	0.33	24,848	7,115	17,733
Human Resources Assistant	0.33	10,943	3,133	7,810
IT Manager	0.20	14,926	8,559	6,367
Network Administrator	0.36	20,158	8,145	12,012
<i>Program Staff</i>				
Employment & Training Managers	3.00	242,337	66,331	176,005
Employment Counselor / Adult Records Coordinator	1.00	54,762	54,762	-
Participant Records Coordinator - Adult	1.00	44,267	44,267	-
Employment Counselor-Adult	6.30	347,081	347,081	-
Employment Counselor-Youth	3.00	162,115	-	162,115
Classroom Instructor	15.00	738,841	-	738,841
Classroom Assistant	1.00	32,685	-	32,685
Classroom Instructor-Leads	3.00	204,348	-	204,348
SUB-TOTAL	37.70	2,139,722	618,609	1,521,114
Payroll Expense				
Medical/Dental Insurance		647,711	177,314	470,397
Life Insurance		10,063	2,913	7,150
Public Employees Retirement		291,589	82,419	209,170
F. I. C. A.		157,393	45,503	111,890
Workers Compensation		13,361	1,357	12,004
Unemployment Insurance		41,743	11,898	29,845
SUB-TOTAL		1,161,861	321,405	840,456
<u>TOTAL PERSONNEL SERVICES</u>		3,301,583	940,014	2,361,569

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
EMPLOYMENT & TRAINING EXPENDITURES
FISCAL YEAR 2020-2021**

	TOTAL EMPLOYMENT & TRAINING	ADULT PROGRAMS	YOUTH PROGRAMS
<u>MATERIALS AND SERVICES</u>			
Rent	225,647	34,807	190,840
Telephone	34,259	11,212	23,047
Utilities/Janitorial	52,343	4,033	48,310
<i>Supplies/Printing</i>			
General Supplies	32,165	11,322	20,844
Printing	1,984	723	1,261
School District/Crews	-	-	-
Furnishings & Equipment	4,149	609	3,540
Postage	1,513	507	1,006
Subscriptions	774	218	557
Fees/Dues	62,547	9,796	52,751
Advertising	983	259	724
Office Equipment Lease Exp	7,802	4,373	3,428
<i>Repair and Maintenance</i>			
Office Equipment	150	150	-
Vehicles	2,328	-	2,328
Other	2,238	528	1,711
Insurance	23,741	6,458	17,283
<i>Services</i>			
Legal	6,512	1,865	4,647
Auditing	7,764	2,312	5,451
Security Services	2,033	443	1,590
<i>Consulting</i>			
Computer Network	-	-	-
Telephone Systems	-	-	-
Contracting	28,314	162	28,152
Drug Testing	-	-	-
<i>Training/Travel</i>			
Operational Travel	43,360	23,283	20,077
Staff Training/Education	16,240	4,207	12,034
Travel/Employee Bus Pass	765	-	765
Crew Travel	-	-	-
SUB-TOTAL	557,612	117,267	440,345
Client Services			
Participant/Work Experience	266,300	128,100	138,200
SUB-TOTAL	266,300	128,100	138,200
<u>TOTAL MATERIALS AND SERVICES</u>			
	823,912	245,367	578,545
CAPITAL OUTLAY			
Computer	1,628	466	1,162
TOTAL CAPITAL OUTLAY	1,628	466	1,162
<u>TOTAL GENERAL FUND EXPENDITURES</u>			
	4,127,123	1,185,847	2,941,276
<u>Transfers, Contingency & Fund Balance</u>			
Operating Contingency	318,495	217,117	101,378
<u>TOTAL TRANSFERS, CONTINGENCY & FUND BALANCE</u>			
	318,495	217,117	101,378
<u>TOTAL GENERAL FUND REQUIREMENTS</u>			
	4,445,618	1,402,964	3,042,654

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL
ECONOMIC DEVELOPMENT RESOURCES**

ACTUAL BUDGET FY 17-18	APPROVED BUDGET FY 18-19	APPROVED BUDGET FY 19-20
454,905	459,831	468,549
107,000	107,744	51,900
3,100	2,500	3,950
182,000	175,206	66,883
63,000	62,953	32,903
355,100	348,403	155,636
32,538	50,600	36,838
-	-	50,000
-	56,500	250,000
-	-	51,000
32,538	107,100	387,838
-	-	70,500
21,182	17,605	66,402
10,500	55,300	23,762
35,000	39,000	49,000
30,534	29,500	119,741
97,216	141,405	329,405
123,000	115,500	80,000
242,452	34,591	50,000
6,500	-	-
-	-	-
-	-	-
371,952	150,091	130,000
-	41,828	20,000
-	65,720	-
184,000	93,511	76,700
11,203	15,000	60,000
-	-	-
16,900	-	5,000
-	5,652	-
242,706	85,104	-
1,226	601	-
-	-	-
-	44,000	2,000
66,965	65,000	74,454
523,000	416,416	238,154
1,024,706	815,012	1,085,397
3,300	5,500	6,600
3,300	5,500	6,600
1,383,106	1,168,915	1,247,633
1,838,011	1,628,746	1,716,182

Investment Revenue
Interest on Investments

TOTAL: Investment Revenue

TOTAL REVENUE

TOTAL RESOURCES

2020-2021 PROPOSED BUDGET		
TOTAL	COMMUNITY DEVELOPMENT	PUBLIC LENDING
470,371	60,383	409,988
63,234	-	63,234
2,400	-	2,400
75,000	-	75,000
34,587	-	34,587
175,221	-	175,221
40,500	40,500	-
-	-	-
247,717	247,717	-
42,500	42,500	-
330,717	330,717	-
62,300	62,300	-
106,719	106,719	-
8,722	8,722	-
36,000	36,000	-
132,184	132,184	-
345,925	345,925	-
100,000	100,000	-
54,586	54,586	-
-	-	-
-	-	-
-	-	-
154,586	154,586	-
-	-	-
-	-	-
85,848	85,848	-
108,133	108,133	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
-	-	-
47,175	47,175	-
241,156	241,156	-
1,072,384	1,072,384	-
2,550	750	1,800
2,550	750	1,800
1,250,155	1,073,134	177,021
1,720,526	1,133,517	587,009

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

CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL

ECONOMIC DEVELOPMENT EXPENDITURES
FISCAL YEAR 2020-2021

		TOTAL ECONOMIC DEVELOPMENT EXPENDITURES	COMMUNITY DEVELOPMENT EXPENDITURES	PUBLIC LENDING EXPENDITURES
<u>Personnel Services</u>	<u>Total FTE</u>			
Executive Director	0.05	7,023	6,584	439
Executive Assistant	0.05	2,466	2,312	154
<u>Administrative Support</u>				
General Counsel	0.04	3,760	3,525	235
Fiscal Services Manager	0.05	4,867	4,563	304
Fiscal Services Admin- CED & Loans	0.53	38,177	30,804	7,373
Fiscal Services Admin - Adult & Youth	0.01	957	899	58
Accounting Technician - AR/AP	0.05	2,279	2,136	142
Payroll Specialist	0.05	2,466	2,312	154
Human Resources Manager	0.05	4,867	4,563	304
Human Resource Coordinator	0.05	4,045	3,792	253
Human Resources Assistant	0.05	1,781	1,670	111
IT Manager	0.06	4,355	4,317	38
Network Administrator	0.08	4,250	4,162	89
<u>Program Staff</u>				
Economic Development Manager	1.00	101,587	86,349	15,238
Program Administrator - CED	2.00	130,641	124,109	6,532
Program Coordinator - CED	1.00	46,525	46,525	-
Program Assistant II - CED	1.00	42,582	42,582	-
SUB-TOTAL	6.14	402,629	371,205	31,425
<u>Payroll Expense</u>				
Medical/Dental Insurance		107,302	100,596	6,706
Life Insurance		1,915	1,766	150
Public Employees Retirement		53,606	49,037	4,569
F. I. C. A.		29,616	27,305	2,312
Workers Compensation		898	831	67
Unemployment Insurance		7,761	7,193	569
SUB-TOTAL		201,100	186,728	14,371
TOTAL PERSONNEL SERVICES		603,729	557,933	45,796

CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL

ECONOMIC DEVELOPMENT EXPENDITURES
FISCAL YEAR 2020-2021

	TOTAL ECONOMIC DEVELOPMENT EXPENDITURES	COMMUNITY DEVELOPMENT EXPENDITURES	PUBLIC LENDING EXPENDITURES
<u>Materials and Services</u>			
Rent	23,790	22,641	1,149
Telephone	5,312	3,450	1,863
Utilities/Janitorial	9,317	6,484	2,833
<u>Supplies/Printing</u>			
General Supplies	5,689	5,686	2
Printing	319	192	127
Furnishings & Equipment	345	325	20
Postage	217	187	30
Subscriptions	5,920	42	5,877
Fees/Dues	7,607	7,600	8
Advertising	223	223	-
Office Equipment Lease Exp	922	922	-
<u>Repair and Maintenance</u>			
Office Equipment	448	-	448
Vehicles	-	-	-
Other	1,999	496	1,503
Insurance	4,509	3,997	512
<u>Services</u>			
Legal	1,332	1,094	238
Auditing	2,461	1,166	1,295
Security Services	3,512	3,509	3
<u>Consulting</u>			
Computer Network	-	-	-
Telephone Systems	20,650	150	20,500
Contracting	180,172	159,672	20,500
Other	-	-	-
Pass Through	247,000	247,000	-
<u>Training/Travel</u>			
Operational	15,618	14,365	1,252
Travel/Employee Bus Pass	225	225	-
Staff Training/Education	3,222	3,020	203
TOTAL MATERIALS AND SERVICES	540,810	482,445	58,364
<u>Capital Outlay</u>			
Computer	248	248	-
Computer Software	-	-	-
Furnishings & Equipment	-	-	-
Real Property	-	-	-
Property Improvements	-	-	-
Vehicles	-	-	-
Leasehold Improvements	-	-	-
TOTAL CAPITAL OUTLAY	248	248	-
TOTAL GENERAL FUND EXPENDITURES	1,144,788	1,040,627	104,160
<u>Transfers, Contingency & Fund Balance</u>			
Operating Contingency	210,831	92,890	117,942
Ending Fund Balance	364,907	-	364,907
TOTAL TRANSFERS, CONTINGENCY & FUND BALANCE	575,738	92,890	482,849
TOTAL GENERAL FUND REQUIREMENTS	1,720,526	1,133,517	587,009

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

CENTRAL OREGON INTERGOVERNMENTAL COUNCIL

TRANSPORTATION RESOURCES

ACTUAL BUDGET FY 17-18	APPROVED BUDGET FY 18-19	APPROVED BUDGET FY 19-20
2,832,843	2,901,042	2,723,384
1,290,036	1,266,071	1,356,460
738,000	-	-
1,929,000	1,713,241	1,655,927
3,957,036	2,979,312	3,012,387
433,839	435,460	3,646,221
95,818	65,000	337,977
97,500	77,000	219,037
2,057,000	1,283,838	1,376,179
-	-	187,000
780,466	708,185	695,474
3,464,623	2,569,483	6,461,888
2,033,188	1,352,786	1,685,475
-	-	40,000
2,033,188	1,352,786	1,725,475
4,834,000	4,862,880	5,019,421
60,000	60,000	-
14,348,847	11,824,461	16,219,171
2,000	91,584	9,276
716,000	710,278	679,857
789,000	604,176	667,685
1,507,000	1,406,038	1,356,818
26,160	20,322	41,362
26,160	20,322	41,362
15,882,007	13,250,821	17,617,351
18,714,850	16,151,863	20,340,735

<u>Beginning Fund Balance</u>	
<u>Grants/Contracts With Other Agencies</u>	
<u>State of Oregon</u>	
Oregon Department of Human Services	88,145
Oregon Business Development Department	-
Oregon Dept of Transportation	3,866,043
<u>TOTAL: State of Oregon</u>	3,954,188
<u>County & Local Government</u>	
Deschutes County	3,826,836
Jefferson County	94,640
Crook County	105,348
City of Bend	1,387,228
Confederated Tribes of the Warm Springs	190,988
Other Local Government	500,107
<u>TOTAL: County & Local Government</u>	6,105,148
<u>Federal Government</u>	
US Department of Transportation	3,334,348
Western Federal Lands Highway Division	4,598
<u>TOTAL: Federal Government</u>	3,338,946
<u>Other Grants & Contracts</u>	
Pacific Source	120,398
Central Oregon Council On Aging (COCOA)	-
<u>TOTAL: Other Grants & Contracts</u>	13,518,681
<u>Other Revenue</u>	
Misc Transportation	144
Bus Fares	-
Charges for Services	208,281
<u>TOTAL: Other Revenue</u>	208,425
<u>Investment Revenue</u>	
Interest on Investments	43,459
<u>TOTAL: Investment Revenue</u>	43,459
<u>TOTAL REVENUE</u>	13,770,564
<u>TOTAL RESOURCES</u>	16,500,806

2020 - 2021 PROPOSED BUDGET TRANSPORTATION ACTIVITIES
2,730,242
88,145
-
3,866,043
3,954,188
3,826,836
94,640
105,348
1,387,228
190,988
500,107
6,105,148
3,334,348
4,598
3,338,946
120,398
-
13,518,681
144
-
208,281
208,425
43,459
43,459
13,770,564
16,500,806

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

**TRANSPORTATION EXPENDITURES
FISCAL YEAR 2020-2021**

		2020 - 2021 PROPOSED BUDGET TRANSPORTATION ACTIVITIES
<u>Personnel Services</u>	<u>Total FTE</u>	
Executive Director	0.62	82,334
Executive Assistant	0.62	28,911
<i>Administrative Support</i>		
General Legal Counsel	0.47	44,081
Fiscal Services Manager	0.62	57,061
Fiscal Services Admin - CED & Loans	0.31	22,517
Fiscal Services Admin - Transportation	1.00	62,949
Fiscal Services Admin - Adult & Youth	0.16	11,266
Human Resources Manager	0.62	57,061
Human Resource Coordinator	0.62	47,422
Accounting Tech - AR/AP	0.62	26,716
Payroll Specialist	0.62	28,911
Human Resource Assistant	0.62	20,884
IT Manager	0.74	55,799
Network Administrator	0.56	31,153
<i>Program Staff</i>		
Transportation Manager	1.00	91,828
CET Operations Manager	1.00	77,314
Senior Transit Planner	1.00	64,409
Program Assistant - CET	1.00	38,988
Quality Assurance Lead	2.00	98,717
Station Attendant	2.50	88,678
Vehicle Mechanic	2.00	73,519
Outreach and Engagement Coordinator	1.00	70,387
Field Supervisors	2.00	106,716
CET Dispatch and Call Supervisor	1.00	55,973
Transit Planning & Outreach Specialists	2.00	87,709
Customer Service Representatives	5.00	181,188
Dispatcher	6.00	223,360
Drivers	31.00	1,151,135
Ride the River Assistant/Loader	0.25	7,723
Vehicle Maintenance	5.00	179,407
***SUB-TOTAL ***	71.96	3,174,117
<u>Payroll Expense</u>		
Medical/Dental Insurance		1,192,477
Life Insurance		14,936
Public Employees Retirement		379,493
F. I. C. A.		233,481
Workers Compensation		62,790
Unemployment Insurance		71,415
SUB-TOTAL		1,954,592
<u>TOTAL PERSONNEL SERVICES</u>		<u>5,128,709</u>

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

**CENTRAL OREGON
INTERGOVERNMENTAL COUNCIL**

**TRANSPORTATION EXPENDITURES
FISCAL YEAR 2020-2021**

2020 - 2021 PROPOSED BUDGET TRANSPORTATION ACTIVITIES	
<u>Materials and Services</u>	
Rent	137,249
Telephone	128,621
Utilities/Janitorial	109,844
<i>Supplies/Printing</i>	
General Supplies	113,030
Printing	6,877
Furnishings & Equipment	64,366
Postage	2,678
Subscriptions	151
Fees/Dues	159,292
Advertising	4,028
Office Equipment Lease Exp	16,031
<i>Repair and Maintenance</i>	
Office Equipment	-
Vehicles	236,152
Other	10,290
Insurance	97,335
<i>Services</i>	
Legal	16,428
Auditing	16,406
Security	75,383
<i>Consulting</i>	
Telephone Systems	766
Contracting	2,442,284
<i>Training/Travel</i>	
Operational	8,312
Staff Training/Education	15,705
Travel/Employee Bus Pass	8,622
Fuel Expense	549,613
Drug Testing	3,783
<i>Cost of Goods Sold</i>	
Hawthorne Market	-
<u>TOTAL MATERIALS AND SERVICES</u>	4,223,246
<u>Capital Outlay</u>	
Computer	42,457
Furnishings & Equipment	302,000
Property Improvements	800,152
Vehicles	3,274,000
<u>TOTAL CAPITAL OUTLAY</u>	4,418,609
<u>TOTAL GENERAL FUND EXPENDITURES</u>	13,770,564
<u>Transfers & Contingency</u>	
Operating Contingency	2,730,243
<u>TOTAL TRANSFERS & CONTINGENCY</u>	2,730,243
<u>TOTAL GENERAL FUND REQUIREMENTS</u>	16,500,806

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>					
Four (4) low floor, HYBRID fuel buses for rural demand response service	ODOT 5339 Capital Grant (Bus & Bus Facilities)	\$462,400	15.00%	\$81,600	\$544,000
Four (4) high floor, HYBRID fuel buses for rural demand response service	ODOT 5339 Capital Grant (Bus & Bus Facilities)	\$367,200	15.00%	\$64,800	\$432,000
Three (3) low floor, HYBRID fuel buses for Bend demand response service	ODOT 5339 Capital Grant (Bus & Bus Facilities)	\$346,800	15.00%	\$61,200	\$408,000
<u>Nonrecurring Capital Expenditures</u>					
Portable Vehicle Lift Equipment (Bear Creek Facility)	Discretionary ODOT 5310 Grant (Enhanced Mobility)	\$41,600	20.00%	\$10,400	\$52,000
Transit Asset Management Software & Hardware	Discretionary ODOT 5310 Grant (Enhanced Mobility)	\$31,480	20.00%	\$7,870	\$39,350
Enhanced Community Connector bus stops	FTA 5307 (from FHWA)	\$224,596	10.27%	\$25,706	\$250,302

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

Hawthorne Station Intermodal Center renovations (within the building)	STIF Discretionary	\$99,880	20.00%	\$24,970	\$124,850
Hawthorne Station Intermodal Center exterior site improvements	ODOT 5339 Capital Grant (Bus & Bus Facilities)	\$200,000	20.00%	\$50,000	\$250,000
Ten (10) new buses to support STF funded transportation service expansion	STIF Formula, thru Deschutes, Crook and Jefferson Counties	\$1,890,000	0.00%	\$0	\$1,890,000
Bus Stop shelters, pads and signage for expanded service in Redmond & Bend	STIF Formula, thru Deschutes County	\$425,000	0.00%	\$0	\$425,000
COIC IT Department Equipment	Admin Budget Allocated to Departments	\$0	100.00%	\$4,983	\$4,983
Total:		\$4,088,956	7.50%	\$331,529	\$4,420,485

**LOAN CLOSURE HISTORY
&
LOAN CLOSURE PROJECTED**

<u>Loan Fund</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>2017-2018 Actual</u>	<u>2018-2019 Actual</u>	<u>Approved 2019-2020 Budget</u>	<u>Proposed 2020-2021 Budget</u>
Deschutes Co.	-	-	-	-	-	-	-	-		
Jefferson Co.	-	100,000	-	-	-	-	-	-		
Klamath Co.	-	-	-	-	-	-	-	-		
COIC #1	50,750	-	175,000	30,000	-	102,500	-	-		
COIC #2	-	50,000	209,366	60,000	200,000	-	-	-		
COIC #3	-	175,000	171,132	120,868	150,000	225,000	-	-		
COIC EDA RLF		-	-	-	-	-	170,000	-	200,000	500,000
COIC Local	114,000	-	-	-	-	-	-	-		75,000
Regional Strategies RLF	-	-	-	-	-	-	-	-		
Intermediary Loan Program	-	-	391,030	200,000	147,500	-	-	350,000	200,000	
Total Principal	164,750	325,000	946,528	410,868	497,500	327,500	170,000	350,000	400,000	575,000
1.5% Packaging Fee	2,471	4,875	14,198	6,163	7,463	4,913	2,550	5,250	6,000	8,625

**STATEMENT OF HISTORY
COIC REVOLVING LOAN FUND
September 1984 – March 2020**

COIC was awarded \$300,000 in Department of Commerce, Economic Development Administration funds in 1984 to establish a revolving loan fund. In 1987, the Department of Commerce increased the funding by \$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 for the third loan fund of which State Regional Strategies provided \$150,000, Harney County provided \$25,000, and COIC provided \$25,000.

In fiscal year 2016-17, the COIC board, with approval from the EDA, combined the three rounds of funding into one loan fund.

Since the establishment of this fund, \$4,583,522 in program income has been earned with \$2,793,292, or 60.9%, utilized for fund administration.

The budget reflects an anticipated charge for services of 77.6%. 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, upon which COIC pays an annual interest rate of 1% on borrowed funds; principal repayments began in 2001. The first principal payment was made in March, 2001. As of April 30, 2019, \$1,671,814 had been repaid of the \$2,572,000 borrowed, leaving a note payable balance of \$900,186.

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 June 30, 1999, 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, \$2,889,234 in program income has been earned with \$1,559,638 54.0%, being utilized for fund administration. Cumulative interest expense on funds lent for the period ended March 31, 2020 was \$385,792.

The budget reflects an anticipated charge for services of 52.4%. COIC administration charges for services are limited to actual expenditures.

STATEMENT OF HISTORY
COIC REVOLVING LOAN FUND LOCAL JOB CREATION
January 1986 – March 2020

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, \$291,628 in program income has been earned with \$266,237, or 91.3% 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%

RESERVE FUNDS

2020 - 2021 Proposed Budget

This statement is included in this section of COIC's budget document as part of the board oversight of the reserve funds. The actual balance of the reserve funds 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 \$3,864,269. COIC is not expecting an increase in fund balance or reserves for fiscal year 2019-2020, and instead projects that all excess funds from 2019-2020 will be deferred to 2020-2021. 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 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 approximately 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 flow reserves available for operations. Six months of operation expenses for the Transportation Department based on the 2020-2021 budget is \$6,885,282, leaving a deficit in necessary operating contingency of \$4,155,040.

For the Economic Development Department, which includes the Loan Department, the expenditures occur monthly, however the billing for these departments vary depending on the funding source. The Economic Development Department receives some cash grants up front, while others are expense reimbursement grants that can only be billed quarterly, therefore the Economic Development Department is projected to have \$210,831 in operating contingency, however to cover the cash flow period of three months it should have \$381,596 therefore, this program is \$194,142 short of its operating contingency goal. For the reserves that are allocated to fund balance, these come from the loan program, which currently has exceeded its operating contingency requirements.

The Employment and Training Department's billing cycle is about two months, and most of that department's 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 2020-2021 budget, the necessary operating contingency needed on hand is \$687,854, leaving a deficit in necessary operating contingency of \$369,359.

**CENTRAL OREGON INTERGOVERNMENTAL COUNCIL
RESERVE FUNDS**

**FISCAL YEAR
2020 - 2021**

	Employment & Training	Economic Development	Transportation	Building Fund
Fund Balance 6/30/2018	280,570	462,549	2,923,384	318,897
Fiscal Year 18/19 Activity	6,453	7,822	(193,142)	57,736
Fund Balance 6/30/2019	287,023	470,371	2,730,242	376,633
Fiscal Year 19-20 Activity (estimated)	-	-	-	-
Fund Balance 6/30/2020 (estimated)	287,023	470,371	2,730,242	376,633
Fiscal Year 20-21 Activity (estimated)	31,472	105,367	-	44,325
Fund Balance 6/30/2021 (estimated)	318,495	575,738	2,730,242	420,958

Necessary operating contingency by department	687,854	381,596	6,885,282	141,617
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Excess or (Deficiency) in operating contingency	(369,359)	194,142	(4,155,040)	279,341
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Percent of Necessary Operating Contingency	46%	151%	40%	297%
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