



Finance Committee Meeting Agenda Packet

March 16, 2017, 1:35 pm

Cascades West Center
1400 Queen Avenue, SE
2nd Floor, Large Conference Room
Albany, OR 97322

Meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at 541-967-8720, forty-eight (48) hours prior to the meeting.

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1400 Queen Ave SE • Suite 201 • Albany, OR 97322
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**COUNCIL OF GOVERNMENTS
FINANCE COMMITTEE AGENDA
March 3, 2017
1:35 p.m.**

Cascades West Center in Albany
1400 Queen Avenue SE
Albany, OR 97322

NOTE: An Executive Session may be called as deemed necessary by the Chair, pursuant to ORS 192.660.

1. Minutes of the Previous Meeting (Treasurer Bill Hall)
(1:35-1:40)

Review of the January 19, 2017 Finance Committee minutes (Page 2).

ACTION: Motion to approve the minutes of the January 19, 2017 Finance Committee meeting.

2. Financial Report (Finance Director Sue Forty)
(1:40– 1:50 p.m.)

Finance Director Sue Forty will review the Financial Report and respond to questions (Page 6).

ACTION: Information only.

3. Other Business
(1:50– 1:55 p.m.)

4. Adjournment
(1:55 p.m.)

**OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
FINANCE COMMITTEE MINUTES
January 19, 2017**

MEMBERS: Mayor Sharon Konopa, Albany; Commissioner Anne Schuster, Benton County; Commissioner Bill Hall, Lincoln County; Mayor Biff Traber, Corvallis; Councilor Bob Elliott, Lebanon; and Councilor Dann Cutter, Waldport.

STAFF: Executive Director Fred Abousleman; Deputy Director Lydia George; Finance Director Sue Forty; Senior and Disability Services (SDS) Director Dave Toler; Community and Economic Development (CED) Director Phil Warnock; Senior Accountant Janet Cline; Communications Consultant Lindsey Riley; and Administrative Assistant Jennifer Kelley.

The Oregon Cascades West Council of Governments' Finance Committee Meeting was called to order by Chair Bill Hall at 2:06 pm on January 19, 2017 at the Cascades West Center in Albany.

1. Minutes of the Previous Meeting

Councilor Dann Cutter motioned to approve the minutes of the December 1, 2016 Finance Committee Meeting; Mayor Biff Traber seconded. Motion passed unanimously.

2. Finance Committee Meeting Schedule

Mayor Traber stated that the Finance Committee and Full Board Meeting Schedules conflict with other events, and asked whether they could be moved to earlier in the day.

Mayor Sharon Konopa suggested moving the time for Finance Committee Meetings to 1:00 pm.

Councilor Cutter motioned to approve the 2017 Finance Committee Meeting Schedule, with the change that meeting times move to 1:00 – 2:00 pm; Councilor Bob Elliott seconded. Motion passed unanimously.

Chair Hall stated that the Senior Services Foundation (SSF) meetings would also need to be moved an hour earlier, to accommodate for this change.

Executive Director Fred Abousleman reminded the Committee that SSF meetings only occur quarterly.

3. Financial Report

Finance Director Sue Forty reviewed financial statements with the Committee. Finance Director Forty indicated that changes requested by Councilor Cutter and Mayor Konopa at the previous meeting are now reflected on the statements. Items under budget are marked in red, and items over budget are marked in green.

Finance Director Forty stated that at this time in the fiscal year (FY), OCWCOG should be at 41% of its yearly budget.

Mayor Traber stated that revenue from the State of Oregon is well under what was expected, including under last year's number. Finance Director Forty stated that revenue is a month behind for the State of Oregon, but it catches up at the end of the year. When this happens, numbers are adjusted. In addition, OCWCOG has not received Veterans Services revenue yet, but a two-quarter check is expected soon.

Councilor Cutter asked whether the Technology Services Manager position had been added under Personnel. Finance Director Forty stated that if no one is in a position, it does not print as a line-item in this report. However, the Technology Services Manager position has been filled and does have a budget line.

Councilor Cutter asked whether the Tech Support Specialist was a new hire in information technology. Finance Director Forty stated that yes it is a new hire and the person will be taking over the Technology Help Desk.

Councilor Cutter asked what "Tech Indirect" means. Finance Director Forty stated that this represents the cost to run the Technology program, and explained that this gets charged out to programs within our agency.

Commissioner Anne Schuster asked what "Coordinated Care" represents. Finance Director Forty stated that this represents our Transportation Brokerage contracts.

Commissioner Schuster asked whether OCWCOG has heard of budget decreases relating to transportation. CED Director Phil Warnock stated that for the coming year, the budget is steady in relation to transportation.

SDS Director Dave Toler stated that InterCommunity Health Network (IHN) has seen a 9% decline in members. Chair Hall stated that in general, Coordinated Care Organizations (CCO's) have seen a decline in members, and do not know why.

SDS Director Toler stated that this has happened for a few reasons; the economy is better, and initially, CCO's added people that shouldn't have been added. In addition, Oregon Health Authority (OHA) enrollment processes are challenging, and some people do not complete the process due to frustration.

Commissioner Schuster stated that per the Benton County Health Director, Benton County will get reduced funding by \$2 per patient. Funding from Good Samaritan Regional Medical Center and contracts will remain the same.

SDS Director Toler stated that budgets released this morning showed OHA had a 28% cut, and the Department of Human Services had an 8% reduction. OHA's cut results in a \$900 million cut.

Commissioner Schuster stated that the Public Safety budget has been cut by 3.1%.

Councilor Cutter asked why there is rent on the budget, as OCWCOG owns the building. Finance Director Forty stated that we charge programs rent to pay for our Facilities Department needs. Councilor Cutter asked whether this is simply an internal transfer of funds; Finance Director Forty confirmed this.

Mayor Konopa asked why a new roof is on the budget, and recalled paying for a new roof recently. Deputy Director Lydia George clarified that we do need a new roof, and that last time we paid for only a new layer on the existing roof.

4. **FY2017-2018 Dues**

Executive Director Abousleman stated that each year, member dues are calculated based on population for each jurisdiction. As such, dues have increased as populations have increased. Executive Director Abousleman stated that dues account for less than 1% of OCWCOG's total budget, and reminded the Committee that it is their job to recommend the dues rate to the Board of Directors. Once dues have been adopted, OCWCOG will send member jurisdictions their new dues rates for budgeting purposes.

Mayor Konopa asked why the population census information used was not the most current, from October 2016. Deputy Director George stated that OCWCOG always uses a full year; since the information for 2016 is only through October, 2015 is used instead. Next year, 2016 population information will be used to calculate dues.

Mayor Traber asked about wording stating that a majority of dues are used to for funding matches. Previously Executive Director Abousleman stated all dues are used for this purpose, not a majority. Executive Director Abousleman clarified that all dues funds are transferred to programs, in order to match other funding.

Mayor Traber asked if whether, because of this wording, a larger dues increase could take the place of a *Special Projects Fund (Fund)*.

Councilor Cutter stated that he supports a dues increase, but that would be a 10% increase, and that could shock jurisdictions. Councilor Cutter stated that he would rather see the increase in the overall dues bill, however suggested a staged increase over multiple years. This, however, would not build the *Fund* as quickly.

Chair Hall stated that if presented today, the dues increase would likely not pass, and suggested a special assessment for FY2017-2018. Starting in FY2018-2019, the increase could be incorporated into dues.

Mayor Traber suggested adopting the increase mid-year, after people have had time to think about it. Councilor Cutter stated that budgets are being formed currently, and waiting until mid-year could be too late.

Executive Director Abousleman stated that the current proposed *Special Projects Fund* increase was planned for next year, not this year. Mayor Traber stated that if the increase was postponed until next year, the Board would not be able to use *Funds* on an eclipse project. Executive Director Abousleman suggested that if there were no *Special Projects Fund* by that time, the Board could ask jurisdictions to voluntarily pitch in for a special project of regional significance.

Councilor Cutter suggested a 5% additional increase to dues this year, with an additional 5% increase also occurring next year. Councilor Cutter stated that only in larger jurisdictions will people potentially notice the increase. In smaller jurisdictions where dues are smaller, it is unlikely anybody will notice a 10% increase.

Mayor Traber suggested that with a 10% increase in Corvallis, it will likely be a budget conversation. However, in the budget, nobody sees line items for dues.

Mayor Konopa stated that in Albany, their budget does show line items. Potentially someone could question usage, but people usually don't.

Executive Director Abousleman stated that if members chose to not pay, they would potentially not be able to benefit from *Special Project Funds*.

Councilor Cutter suggested increasing dues by 6.7% (to include the additional 5%), with an added 5% increase to next year's dues as well. Even if no *Special Projects Fund* is formed, the dues increase would still be beneficial.

Mayor Konopa stated that she would still like to ask City Managers' opinions on the *Special Projects Fund*.

Mayor Traber stated that he supports Councilor Cutter's approach, and suggested a motion to increase dues by 6.7%. The Board could discuss this further, and a table of numbers could be sent out. Mayor Traber suggested that if the Committee waits to increase dues, it becomes a larger discussion.

Commissioner Schuster stated that Executive Director Abousleman's goals included wanting to make the Region better. This could justify the dues increase, as a means to be more responsive to the needs of member communities.

Mayor Traber suggested that the fund could be project-based, but wouldn't necessarily have to be shared among all jurisdictions. The Board could have control over this.

Councilor Cutter suggested selling the idea to the Board as an increase in budget, with an idea for future ways to absorb part of the increase. Until the *Fund* is formed, it will allow for additional *Fund* matching within programs. The Board can hash out details for the *Special Projects Fund* later.

Chair Hall suggested to motion for the Finance Committee to recommend to the Board approval of a 6.7% dues increase, with 1.7% representing traditional Consumer Price Index (CPI) adjustment, and an additional 5% toward a *Special Projects Fund*.

Councilor Cutter motioned as suggested, Councilor Elliott seconded. Motion passed unanimously.

Executive Director Abousleman stated that he would walk through this with City Managers the next day and report back.

5. Other Business

No other business was presented.

6. Adjournment

Chair Hall adjourned the meeting at 2:41 pm.

Minutes recorded by Jennifer Kelley.



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M E M O R A N D U M

DATE: March 16, 2017
TO: OCWCOG Finance Committee
FROM: Sue Forty, Finance Director
RE: **OCWCOG Financial Update**

Please accept the following snapshot, and Consolidated Revenue and Expense Statement, for period ending January 31, 2017 with notes to items that I felt were pertinent. We strive to make the following financial information consistent, accessible, and transparent.

Snapshot by Major Line Item

	FY2017 Budget	January YTD	Percentage YTD	Prior Year YTD
Dues	251,501.00	261,025.29	103.79%	100%
Contracts	2,322,731.00	1,460,890.48	62.90%	33.65%
Grants	157,500.00	103,112.69	65.47%	59.44%
Donations	251,501.00	166,943.49	90.24%	28.16%
State Revenue	1,453,284.00	604,930.10	41.63%	41.03%
Federal Revenue	11,605,651.00	5,698,167.93	49.10%	53.58%
Coordinated Care	6,125,000.00	3,090,450.57	50.46%	59.28%
Total Income (all line items)	32,568,319.00	21,453,927.66	65.87%	61.94%
Total Payroll Expense	13,153,601.00	6,783,094.89	51.57%	47.16%
Contract Expense	7,826,679.00	4,501,775.03	57.52%	64.97%
Indirect Expense	1,851,207.00	1,078,848.25	58.28%	57.74%
Maintenance & Repair	197,061.00	60,639.33	30.77%	23.39%
Supplies	131,234.00	56,981.22	43.42%	36.82%
Telephone	216,306.00	103,730.03	47.96%	61.33%
Travel / Training	309,970.00	156,800.52	50.59%	46.30%
Total Expense (all line items)	32,568,319.00	14,012,559.84	43.03%	40.49%
Net Gain / (Loss)		7,440,992.82		

Fiscal Year (FY) FY2016 - 2017 Financial Narrative (Revenue)

- a. Net/Gain (Loss) FY2016-2017 Budget, OCWCOG has a balanced budget. Net Gain/Loss reflects a gain because Beginning Balance numbers are now included in the financials.
- b. All Member dues have been received and distributed. The revenue is higher due to budget not being updated after the FY2016-2017 dues were approved.
- c. Contract revenue is on budget. We are mid-quarter and will bill for January at the end of 3rd quarter.
- d. Year-to-date grant revenue is up due to additional grant awards to the *RSVP* and *Foster Grandparent Program*.
- e. Donations revenue is up 62% over the previous year. The organization is working on increasing community awareness about the needs of the programs. This number will exceed the budget by year end.
- f. The organization's State contracts percentages are low due to payments being received a month after billed. *Regional Park and Ride Plan*, *Safe Routes to School*, and *Regional Transportation Plan* projects are still in the beginning stages of implementation and will continue to progress as we move through the remainder of the Fiscal Year.
- g. Federal revenue is low due to payments being received in month after billed.
- h. Coordinated Care revenue is on budget.

FY2016 - 2017 Financial Narrative (Personnel and Material & Supplies)

- a. The organization's Personnel Expense are trending up to the budgeted amounts due to filling vacant positions. All critical vacant positions are filled as soon as possible. The organization is reviewing all positions when vacant to ensure we are utilizing funding in the most equitable way.
- b. Contract expense is on budget.
- c. Indirect expenses are on budget. Indirect rates are charged to all program areas based on the number of staff employed in each program, and are used to fund General Administration, Human Resources, Finance, and Technology Services.
- d. Maintenance and Repair expenses are low. Budgeted projects are waiting for more conducive weather to be completed.
- e. The organization continues to recognize savings due to the implementation of the centralized purchasing program.
- f. Telephone costs are low; this is a result of the Technology Services team researching more efficient services that have resulted in a reduction in cost.
- g. Travel/Training is on budget. Management staff continually review staff travel to ensure the best use of staff time and program expenses.

If you need additional information or clarification, please contact Finance Director Forty.

Consolidate Revenue and Expense Statement					
Finance Committee Financial Report					
				Revenues year to date under budget	
				Revenues year to date over budget	
For Period Ended January 31, 2017				Percent of budget to date 58.33%	
Acct No	Description	Budget	YTD Bal	YTD %	
000710	Beg Bal-Restricted for Grants	\$ 8,942.00	\$ 40,245.07	450.07%	RSVP and Wellness grant
000725	Beg Bal Restrict for Contracts	\$ 716,251.00	\$ 681,496.40	95.15%	
000735	Beg Bal-Restricted Reconcile	\$ 1,530,643.00	\$ 1,313,895.20	85.84%	
000740	Beg Bal-Restricted for Other	\$ 562,186.00	\$ 2,122,398.53	377.53%	Meal, Meals reserve, building fund balances
000745	Beg Bal-Restrict Reserve	\$ 2,230,000.00	\$ 2,230,000.00	100.00%	
000750	Beg Bal-Unrestricted	\$ 2,165,082.00	\$ 1,765,007.23	81.52%	
000860	Economic Development Admin	\$ 75,000.00	\$ 18,750.00	25.00%	Semi Annual payment
000862	Older Americans Act	\$ 1,051,151.00	\$ 511,449.00	48.66%	
000863	Title XIX	\$ 9,841,500.00	\$ 4,886,808.42	49.66%	
000864	Federal Senior Meals	\$ 340,000.00	\$ 212,983.51	62.64%	
000865	USDA	\$ 130,000.00	\$ 66,476.00	51.14%	
000867	504 Program Revenue	\$ 155,000.00	\$ -	0.00%	
000869	Siletz Revenue	\$ 13,000.00	\$ 1,701.00	13.08%	Meals served to tribal clients reduced
000840	Veterans	\$ 57,261.00	\$ 14,315.25	25.00%	Have not received 2nd or 3rd QTR payment
000841	Oregon Project Independence	\$ 710,940.00	\$ 387,593.14	54.52%	
000843	ODOT	\$ 682,083.00	\$ 203,021.71	29.76%	4 projects just started billing for 2nd Qtr received in February
000844	Dept. Of Land Conservation Dev	\$ 3,000.00	\$ -	0.00%	
000750	Beg Bal-Unrestricted	\$ -	\$ 30,000.00	0.00%	
000801	Dues	\$ 251,501.00	\$ 261,025.29	103.79%	Dues number was not adjusted between draft and final budget. This will be corrected, if we do a supplemental budget for 2016-2017.
000802	Fees For Service	\$ 87,000.00	\$ 51,608.38	59.32%	
000806	Grant Revenue	\$ 157,500.00	\$ 103,112.69	65.47%	
000807	Donations	\$ 185,000.00	\$ 166,943.49	90.24%	Due to the solicitation mailing and the Samaritan donation
000808	Interest Revenue	\$ 122,000.00	\$ 146,580.00	120.15%	Loan and bank interest were budgeted low and will exceed the budget.
000812	Sponsorship	\$ -	\$ 12,500.00	0.00%	
000803	Internal Transfer	\$ 1,863,093.00	\$ 1,081,584.10	58.05%	
000804	Miscellaneous Revenue	\$ 8,883.00	\$ 1,293.33	14.56%	This is for refunds and will not be measured.
000805	Contract Revenue	\$ 2,322,731.00	\$ 1,460,890.48	62.90%	
000809	Transfers In	\$ 232,987.00	\$ 30,125.00	12.93%	There is a budget item for the Lending Program to transfer funds in, if needed.
000820	Program Meals Revenue	\$ 165,000.00	\$ 92,384.28	55.99%	
000821	Program Fee For Service	\$ 500.00	\$ -	0.00%	
000822	Loan Packaging Fees	\$ 6,000.00	\$ -	0.00%	

000823	Program Income	\$ 602,885.00	\$ 345,924.43	57.38%	
000824	Lending Administration	\$ 90,000.00	\$ 84,094.64	93.44%	Additional revenue available for Lending Operations
000824	Match Revenue	\$ 70,200.00	\$ 34,943.81	49.78%	
000826	Borrowers Fees	\$ 1,000.00	\$ 346.86	34.69%	Very few loans written to date
000828	Service Fees	\$ 5,000.00	\$ 3,604.85	72.10%	This line item was budgeted too low and will exceed the budget.
000846	Coordinated Care	\$ 6,125,000.00	\$ 3,090,450.57	50.46%	
	REVENUE	\$ 32,568,319.00	\$ 21,453,552.66	65.87%	
0001ED	Executive Director	\$ 130,415.00	\$ 78,026.00	59.83%	
000410	Leave Benefits	\$ 493,092.00	\$ 277,020.54	56.18%	
000420	Fringe Benefits	\$ 2,794,228.00	\$ 1,676,953.92	60.01%	
000425	PERS Benefits	\$ 1,777,069.00	\$ 747,058.23	42.04%	
000430	PERS Reserve	\$ -	\$ 22,670.10	0.00%	Enacted after the budget was published.
0004DD	Deputy Director	\$ 98,412.00	\$ 59,449.34	60.41%	
0004PD	Program Director	\$ 273,961.00	\$ 155,542.46	56.78%	
0010PM	CED Program Manager	\$ 439,321.00	\$ 237,065.81	53.96%	
0013PS	Program Supervisor	\$ 453,613.00	\$ 245,231.34	54.06%	
0016LO	Loan Officer	\$ 68,869.00	\$ 35,236.13	51.16%	
0019CA	Clerical Assistant	\$ 14,104.00	\$ 14,961.62	106.08%	Position was reclassified to full-time.
0019PM	Personnel Manager	\$ 80,580.00	\$ 46,897.30	58.20%	
0019TM	Technology Services Manager	\$ -	\$ 5,884.00	0.00%	Newly hired, budgeted as Program Manager
0022SA	Senior Accountant	\$ 58,947.00	\$ 7,622.00	12.93%	Newly hired
0046CM	Case Manager	\$ 1,981,955.00	\$ 987,009.43	49.80%	
0053CC	Contracts Coordinator	\$ 50,642.00	\$ 29,387.38	58.03%	
0055CS	Clerical Supervisor	\$ 102,901.00	\$ 49,222.47	47.83%	
0060AS	Accounting Specialist	\$ 50,573.00	\$ 28,194.26	55.75%	
0064ES	Eligibility Specialist	\$ 1,010,034.00	\$ 499,460.98	49.45%	
0067EA	Executive Assistant	\$ 47,987.00	\$ 25,701.11	53.56%	
0070AC	Accounting Clerk II	\$ 37,895.00	\$ 11,494.88	30.33%	Position has been vacant
0076AA	Administrative Assistant	\$ 440,215.00	\$ 210,437.15	47.80%	
0085CS	Clerical Specialist	\$ 216,370.00	\$ 110,992.55	51.30%	
0085TS	Technology Support Specialist	\$ 19,675.00	\$ -	0.00%	
0085WS	Workstation Support Specialist	\$ 22,054.00	\$ 19,264.58	87.35%	
013CDP	CED Planner II	\$ 106,075.00	\$ -	0.00%	Reclassified to a Program Manager
013MDR	MPO Director	\$ 94,161.00	\$ 52,582.04	55.84%	
025NSS	Network Support Specialist	\$ 74,635.00	\$ 44,863.14	60.11%	
031CDP	CED Planner	\$ 113,446.00	\$ 63,751.35	56.20%	

034APS	Adult Protective Services Spec	\$ 335,011.00	\$ 189,982.50	56.71%	
037DTC	Diversion & Transition Coord	\$ 190,905.00	\$ 96,350.36	50.47%	
037LCM	Lead Case Manager	\$ 149,616.00	\$ 104,429.80	69.80%	
045ISS	Information Support Specialist	\$ 61,339.00	\$ 31,972.96	52.13%	
052ALO	Assistant Loan Officer	\$ 34,478.00	\$ 6,715.57	19.48%	Position is vacant
055VSO	Veterans Service Officer	\$ 58,622.00	\$ 33,178.02	56.60%	
060FMC	Facility Maint. Coordinator	\$ 49,772.00	\$ 28,603.23	57.47%	
061LES	Lead Eligibility Specialist	\$ 31,083.00	\$ 15,128.06	48.67%	
064ADR	ADRC Specialist	\$ 214,978.00	\$ 114,899.67	53.45%	
064ALW	Asst. AFH Licensing Worker	\$ 87,229.00	\$ 31,695.48	36.34%	.5 FTE position is vacant.
067CEA	Confidential Executive Assist	\$ 50,556.00	\$ 28,925.86	57.22%	
075LTB	Lead Trans Brokerage Spec.	\$ 81,486.00	\$ 21,606.89	26.52%	One position was reclassified to Program Supervisor.
075TBS	Transportation Brokerage Spec.	\$ 340,681.00	\$ 165,903.08	48.70%	
076CAA	Conf. Administrative Assistant	\$ -	\$ 7,330.40	0.00%	
082SMC	Senior Meals Coordinator	\$ 41,917.00	\$ 22,262.64	53.11%	
090RSM	Relief Site Manager	\$ 15,210.00	\$ 4,424.10	29.09%	Have not had to utilize relief site managers much year-to-date
099EXH	Extra Hire	\$ 169,853.00	\$ 29,309.57	17.26%	Have not utilized the extra hire funds budgeted
88MSM3	Meal Site Manager 3	\$ 189,636.00	\$ 108,396.59	57.16%	
	PERSONNEL	\$ 13,153,601.00	\$ 6,783,094.89	51.57%	
					Expenses year to date over budget
000504	Advertising	\$ 16,400.00	\$ 8,284.17	50.51%	
000506	Auto Expense	\$ 13,500.00	\$ 5,616.33	41.60%	
000510	Bank Charges	\$ 14,360.00	\$ 8,922.76	62.14%	Additional Non-Emergent Medical Transportation ACH transfers
000513	Board/Comm/Meeting Expense	\$ 52,500.00	\$ 8,840.77	16.84%	
000516	Computer Maintenance	\$ 51,500.00	\$ 57,997.13	112.62%	Replacing several outdated computers within the replacement schedule
000519	Contingency	\$ -	\$ 95.36	0.00%	
000521	Contract Administration	\$ 2,500.00	\$ 1,220.00	48.80%	
000522	Contract Expense	\$ 7,826,679.00	\$ 4,501,775.03	57.52%	
000523	Admin Contract Expense	\$ 415,284.00	\$ 303,319.28	73.04%	Homecare Workers contracts
000525	Copying	\$ 85,630.00	\$ 42,032.05	49.09%	
000531	Dues and Memberships	\$ 50,100.00	\$ 37,972.38	75.79%	These are one-time payments that are issued at varying times throughout the year.
000532	Equipment Expense	\$ 53,200.00	\$ -	0.00%	
000533	Finance Indirect	\$ 468,077.00	\$ 273,045.02	58.33%	
000534	Indirect Expense	\$ 861,891.00	\$ 502,782.88	58.33%	
000535	Furniture & Fixtures	\$ 5,500.00	\$ -	0.00%	

000537	Insurance	\$ 56,700.00	\$ 58,230.00	102.70%	One-time payment
000540	Interest Expense	\$ 12,000.00	\$ 10,608.91	88.41%	USDA loan interest, odd payment times
000542	Legal Services	\$ 17,450.00	\$ 1,596.00	9.15%	
000543	Licenses and Fees	\$ 70,914.00	\$ 45,759.45	64.53%	
000546	Loan Fees	\$ 1,600.00	\$ 414.84	25.93%	
000549	Maintenance and Repair	\$ 197,061.00	\$ 60,639.33	30.77%	
000550	Marketing	\$ 10,000.00	\$ 11,573.20	115.73%	Additional Advertising for <i>Foster Grandparent Program</i> , <i>RSVP</i> , and <i>Pedal Corvallis</i>
000551	Taxes	\$ 3,238.00	\$ 3,212.70	99.22%	One-time payment
000553	Loan Admin Exp	\$ 90,000.00	\$ 77,451.66	86.06%	Additional revenue needed for Lending Operations
000555	Postage	\$ 69,143.00	\$ 39,777.79	57.53%	
000558	Printing	\$ 24,450.00	\$ 3,938.79	16.11%	
000561	Rent	\$ 614,358.00	\$ 357,647.46	58.21%	
000564	Resource Reserve	\$ 155,000.00	\$ -	0.00%	Have not used match to-date
000567	Supplies	\$ 131,234.00	\$ 56,981.22	43.42%	
000568	Stipend	\$ 87,877.00	\$ 39,374.07	44.81%	
000570	Technology Indirect	\$ 521,239.00	\$ 303,020.35	58.13%	
000573	Telephone	\$ 216,302.00	\$ 103,730.03	47.96%	
000576	Training	\$ 87,250.00	\$ 49,658.60	56.92%	
000577	Volunteer Recognition	\$ 11,000.00	\$ 10,025.90	91.14%	<i>Foster Grandparent Program</i> and <i>RSVP</i> have additional volunteers creating a larger than anticipated expense.
000578	Meal Delivery Travel	\$ 41,000.00	\$ 21,827.95	53.24%	
000579	Travel	\$ 181,720.00	\$ 85,313.97	46.95%	
000580	Transfers Out	\$ 88,665.00	\$ 10,000.00	11.28%	Most transfers happen at the end of the Fiscal Year, if needed.
000582	Utilities	\$ 72,871.00	\$ 40,098.60	55.03%	
000584	Janitorial	\$ 49,260.00	\$ 27,877.64	56.59%	
000585	Unappropriated EFB for future	\$ 6,474,308.00	\$ -	0.00%	
	MATERIALS AND SUPPLIES	\$ 19,201,761.00	\$ 7,170,661.62	37.34%	
000595	Capital Purchase	\$ 151,575.00	\$ -	0.00%	
	CAPITAL OUTLAY	\$ 151,575.00	\$ -	0.00%	
000598	Principal Payment	\$ 43,333.00	\$ 43,333.33	100.00%	
000599	Interest Expense	\$ 18,049.00	\$ 15,470.00	85.71%	
	DEBT SERVICES	\$ 61,382.00	\$ 58,803.33	95.80%	
	Expense	\$ 32,568,319.00	\$ 14,012,559.84	43.03%	
	Net Gain/(Loss)	\$ -	\$ 7,440,992.82		

The appearance of a loss is due to the quarterly billed contracts and the Title XIX, OAA, and OPI revenues billed after the month is closed.

Notes

Notes



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