

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

PROPOSED BUDGET FISCAL YEAR 2021

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QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET MESSAGE

FISCAL YEAR 2021

I am pleased to present to you the QLife Proposed Budget for the Fiscal Year 2021 (FY21). This budget covers the period of July 1st, 2020 to Jun 30th 2021.

The QualityLife Intergovernmental Agency (QLife) is a partnership between the City of The Dalles and Wasco County. QLife is an intergovernmental agency consisting of the City of The Dalles and Wasco County, governed by a Board of Directors and run by an Administrator. QLife is a transport and dark fiber service provider that facilitates broadband, Ethernet, wide area networks, internet access, and virtual private networks through local internet service providers. QLife has been operational since December of 2003. The original mission and purpose of QLife was to bring a middle mile fiber solution to the City of The Dalles in an effort to meet certain needs of critical agencies for reliable high speed data services and to provide and promote an environment for successful economic development. Recently QLife has embarked on a project to bring fiber to the home in Maupin, OR. This project was nearly fully completed in fiscal year 2019 (FY19), making fiscal year 2020 (FY20) the first full year of operating off of revenues generated by the system. The Maupin project is still coming up to speed as of the creation of this budget.

This narrative explains the proposed QLife budget for FY21. The budget encompasses three (3) funds: The Operating (General) Fund, the Capital Fund and the Maupin Fund. The Maupin Fund is for operations and capital bringing and building QLife services in the Maupin area. The intent is for the Maupin Fund to function without subsidy from the Operating fund serving The Dalles. FY20 was the first fiscal year of operations.

Fund	FY20 Budget	FY21 Budget	Difference	%
General Fund	764,260	861,314	97,054	12.7%
<i>The operations fund is primarily for operation in The Dalles area</i>				
Capital Fund	2,036,392	2,324,147	287,755	14.1%
<i>The capital fund is used for system expansion in The Dalles area</i>				
Maupin Fund	54,530	177,516	122,986	225.5%
<i>The Maupin fund is used to provide service in the Maupin area</i>				
Grand Total	2,855,182	3,362,977	507,795	17.8%

Financial Health

The General (Operations) Fund for The Dalles area is in good shape. The projected resources are \$861,314 for FY21. This includes a Beginning Fund Balance of \$191,714. Normal operations are \$317,891 with an additional \$20,000 set aside each year for capital equipment. This fund is stable at

this point. Part of the stability has been by building a budget basing the planned transfers to the Capital Fund base on expected revenue. For FY21, this amount will increase \$49,200 – which is slightly more than in FY19. This transfer is \$376,220 in FY12 and represents 56.3% of all the Utility Service Charges collected. This is while still maintaining a healthy fund balance totaling 43.5% of the operating and capital costs of the fund. The expected fund balance is held in contingency and unappropriated.

The Capital Fund starts FY21 with \$1,853,727 in Beginning Fund Balance. Another \$376,220 will be transferred in from the General (Operations) Fund. This puts the total resources of the fund at \$2,324,147. There is a small transfer budgeted to receive \$50,000 from the Maupin Fund. This is the start of the repayment of the \$156,000 loaned from the Capital Fund to the Maupin Fund. The Capital Fund has budgeted \$1,258,003 in capital outlay for equipment, primary system improvement/repair/expansion, and secondary line extensions. The remaining \$1,066,108 is split between Contingency and Reserve for System Improvements – the same as last fiscal year. (Both of these are effectively “Contingency” budgets, the reserved funds are just serving a more focused purpose.) The fund remains healthy and continues to grow.

This is the second full fiscal year for the Maupin Fund of functioning on self-generated revenues. Total resources are \$177,516 and this includes the \$144,765 flow through grant received through the City of Maupin. This increased the beginning fund balance and has provided additional resources to meet the requirements and resulted in a budget change. (Budget change: Revenue +\$144,765, Expense +\$15,000, and Contingency +\$129,765.) The primary project has been completed and is now in maintenance mode. Additional work may need to be done but should be minimal. In prior fiscal periods, the Maupin Fund received \$156,655 from the Capital Fund. With the increased fund balance due to the flow through grant received through the City of Maupin, repayment can be started to the Capital Fund - \$50,000 is budgeted in the FY21 budget. The intent is to hold off on making the payment/transfer until June 2021 so that there is time to not perform the transfer of business needs dictate a change. The grant requirement for maintaining the Wifi are budgeted at \$14,160 for FY21 with \$13,800 reserved for the last period of the grant requirement. Total operating & capital outlay budgeted are \$68,710 for the fund. The contingency is set at \$45,006 for the fund.

Transfers

Transfers are used to move funds from one fund to another – this is not an exchange of funds for value but rather a reallocation of resources. The General (Operations) Fund is budgeted to transfer \$376,220 to the Capital Fund. This is to set resources aside for current and future capital needs. This allows the General Fund to operate with fewer spikes and smooths out the business cycle. The transfer budgeted for the Maupin Fund to the Capital Fund serves a different purpose. This transfer will be executed near the end of the fiscal period to start repayment of the fund loan by the Capital Fund to the Maupin Fund and will be for \$50,000 of the \$156,655 owed. A summary is shown below.

From Fund	To Fund	Amount	Purpose
General	Capital	\$ 376,220	Fund capital expenses of the system
Maupin	Capital	\$ 50,000.00	Partial payment of the \$156,665 transferred in since inception. Will be paid near the end of the fiscal year.

Contingency and Reserves

Contingency amounts are appropriations included in the budget but cannot be spent – it is available to be transferred to an appropriate expense line by the governing body. The Qlife budget also uses Reserves which are an additional contingency amount but with a more focused intent. For Oregon Local Budget Law application these funds are Contingency also. It is not a problem to have more than one Contingency line in a fund budget.

The General (Operating) Fund has a contingency of \$95,853 – an increase over FY20 of \$45,853. This is 30.1% of the budgeted operating cost of the fund. This is nearly four (4) months of expenses. This is considered a healthy level by management. Contingency funds were not utilized in FY20.

The Capital Fund has a contingency of \$391,019 and a reservation for \$675,125 – the total is \$1,066,144. The reservation is dedicated to system improvements. This is a minor increase over FY20 - \$36 – meaning it is essentially flat. Contingency funds were not utilized in FY20.

The Maupin Fund contingency is \$45,006 and a reservation for \$13,800 – the total is \$58,806. The reservation is dedicated to providing WIFI service. The private grant accepted is intended to offset providing WIFI service for three years. One year is in the budgeted expenses of the fund, one (1) is in the reservation and one year will be completed on 6/30/2020. The contingency did not have to be utilized in FY20 due to the unplanned revenue that came in and a budget change was done with it. This allowed enough budget to pay the final invoice for the project (\$10K) that arrived well into FY20 past when the audit and financial statements for FY19 had been issued.

Capital Outlay

The General (Operations) Fund has budgeted \$20,000 for capital outlay. This is to meet Item #3 of the agencies Financial Priorities Policy – specifically to have \$20,000 available for expansion and replacement of electronics in the system.

The Capital Fund has budgeted \$1,258,003 for capital outlay in FY21. This starts with \$80,000 for a generator replacement – this was budgeted in FY20 but did not happen. The primary system has \$878,003 budgeted to address a list of potential projects with estimated costs below. Secondary line extension is the third category of capital outlay for the fund – this is \$300,000 and will be used for new connections requiring a line extension which increases the value of the system. No specific extensions are identified at this time.

<u>Project Title</u>	<u>Estimated Cost</u>
Pon Beta	\$50,000
East Bisector	\$186,000

Downtown Bypass	\$150,000
Co-location Space – Big Eddy	\$232,000
Downtown Metro Loop	\$150,000
<u>Cascadia Event Resiliency</u>	<u>\$110,003</u>
Total Primary System	<u>\$878,003</u>

Not all the primary system projects will be executed in FY21 and the costs at this point are preliminary estimates meant to function as a consideration in prioritization. There are funds available to complete the entire list, with additional funds budgeted in contingency and reservation lines. History has shown that constraints of the time available and system /customer needs prevent all projects identified from being executed in the same fiscal period.

The Maupin Fund has \$51,000 budgeted for capital outlay in FY21. There are funds in contingency and reservation to transfer in if necessary, but it is not expected. The \$51,000 is not dedicated to any specific item but rather for needs of the primary system. The project is completed in FY20 so the capital outlay needs of the fund decrease significantly.

Capital Outlay		
Fund	Purpose	Amount
General (Operating)	Telcom Equipment	\$ 20,000
Capital Fund	Equipment	80,000
	Primary System Maintenance	878,003
	Secondary Line Extension	300,000
Total Capital Fund		1,258,003
Maupin Fund	Primary System	51,000
Total Capital Outlay		<u>1,329,003.00</u>

Budget Appropriation

The Proposed Budget contains line item detail; however the legal level of control for the budget is at the Fund/Department level. This means for each fund, amounts will be appropriated at the legal level of control by Beginning Balance, Operations (materials & services plus capital), Pass-Through, Transfer In/Out, Reserve, Contingency and Unappropriated.

Future Economic Considerations

The Proposed Budget was created before the COVID-19 lockdown occurred. It was designed to be very conservative with no increase in customer base. The event will only have an impact if customers/clients start to close down businesses. The converse of this is more organizations are having staff work remotely from home – which increases the internet load. The full impact of the COVID-19 lockdown

can't be quantified for QLife at this point – it will depend on the duration and the response of clients. However, fund balance as sufficient to weather this event.

QLife FY21 Budget Summary for Resolution
 Budget by Fund-Department

Fund	Department/Classification	Budget Revenue/ Resources	Budget Expense/ Requirements
GENERAL (OPERATIONS)	OPERATIONS	861,314	337,891
	TRANSFERS	-	376,220
	CONTINGENCY	-	95,853
	UNAPPROPRIATED	-	51,350
TOTAL GENERAL		861,314	861,314
CAPITAL	OPERATIONS	1,897,927	1,258,003
	TRANSFERS	426,220	-
	CONTINGENCY	-	1,066,144
	UNAPPROPRIATED	-	-
TOTAL CAPITAL		2,324,147	2,324,147
MAUPIN	OPERATIONS	177,516	68,710
	TRANSFERS	-	50,000
	CONTINGENCY	-	45,006
	UNAPPROPRIATED	-	13,800
TOTAL MAUPIN		177,516	177,516
Total Appropriation		3,362,977	3,362,977
Unappropriated - for us in Future fiscal periods		-	65,150
Appropriated For FY21 Use		3,362,977	3,297,827

QualityLife Intergovernmental (QLife)
 Budget for the Fiscal Period 7/1/2020 - 6/30/2021 (FY21)
 General Operations Fund

Fund	General
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Row Labels	Data							
	2018 Actuals	2019 Actuals	2020 Projected	2020 Revised Budget	2021 Dept Request	2021 Proposed	2021 Approved	2021 Adopted
Revenue	776,999	756,327	778,827	764,260	861,314	861,314		
600.60.6000.400.000 BEGINNING FUND BALANCE	108,640	94,036	76,265	96,652	191,714	191,714		
600.60.6000.414.500 UTILITY SERVICE CHARGES	661,043	659,632	699,771	665,460	667,200	667,200		
600.60.6000.414.501 CONNECT CHARGES	1,700	100	-	1,000	1,000	1,000		
600.60.6000.417.104 INTEREST EARNED	1,613	973	1,591	948	1,200	1,200		
600.60.6000.421.241 MISC RECEIPTS	4,003	1,586	1,200	200	200	200		
Expense	683,164	752,325	587,114	764,260	861,314	861,314		
600.60.6000.52101 ADVERTISING & PROMOTIONS	2,837	1,240	-	1,500	1,500	1,500		
600.60.6000.52111 DUES & SUBSCRIPTIONS	3,525	1,626	800	3,000	2,000	2,000		
600.60.6000.52113 INSURANCE & BONDS	15,242	16,087	17,581	21,000	20,000	20,000		
600.60.6000.52115 LEGAL NOTICES & PUBLISHING	36	469	291	400	400	400		
600.60.6000.52116 POSTAGE	359	198	141	200	200	200		
600.60.6000.52120 RENT - OFFICE	7,752	7,079	7,752	7,752	7,752	7,752		
600.60.6000.52122 TELEPHONE	450	465	500	500	500	500		
600.60.6000.52148 GENERAL GRANTS	3,000	4,000	-	2,000	2,000	2,000		
600.60.6000.52151 SCHOLARSHIP	2,000	-	2,000	2,000	2,000	2,000		
600.60.6000.52350 TAXES/PERMITS/ASSESSMENTS	415	785	800	800	800	800		
600.60.6000.52370 MISC EXPENDITURES	832	1,907	10	1,000	1,000	1,000		
600.60.6000.52398 ADMINISTRATIVE COST	54,500	55,350	58,671	58,671	60,431	60,431		
600.60.6000.52406 CONTR SRVCS - LEGAL COUNSEL CONTR	9,162	7,812	6,000	6,000	6,000	6,000		
600.60.6000.52409 CONTR SRVCS - OTHER	7,998	2,110	9,868	15,100	15,100	15,100		
600.60.6000.52412 CONTR SRVCS - AUDIT CONTRACT	3,650	6,000	6,300	4,200	6,500	6,500		
600.60.6000.52477 CONTRACTED SVCS - ENGINEERING	37,174	72,396	43,946	50,000	50,000	50,000		
600.60.6000.52479 CONTRACTED SVCS - NETWORK SYSTEM MGMT	55,870	83,772	71,000	71,000	71,000	71,000		
600.60.6000.52480 POLE CONNECTION FEES	15,088	12,392	11,062	12,392	12,392	12,392		
600.60.6000.52481 RIGHT OF WAY FEES	23,730	20,461	20,993	20,075	20,016	20,016		
600.60.6000.52502 NETWORK COMPONENTS	730	-	-	5,000	5,000	5,000		
600.60.6000.52601 EQUIPMENT - NON CAPITAL	1,504	-	-	5,000	5,000	5,000		
600.60.6000.52608 EASEMENTS - NON CAPITAL	-	-	-	-	-	-		
600.60.6000.52701 TRAINING & EDUCATION	514	-	-	700	700	700		
600.60.6000.52711 MEALS LODGING & REGISTRATION	1,546	2,434	941	5,000	5,000	5,000		
600.60.6000.52801 BLDG REPAIR & MAINT	-	-	426	1,600	1,600	1,600		
600.60.6000.52808 OUTSIDE PLANT MAINTENANCE	23,255	6,701	304	20,000	20,000	20,000		
600.60.6000.52882 UTILITIES - ELECTRICITY	737	625	709	800	800	800		
600.60.6000.52910 SUPPLIES - OFFICE	361	129	-	200	200	200		
600.60.6000.53301 EQUIPMENT - CAPITAL	-	3,225	-	20,000	20,000	20,000		
600.60.6000.53403 EASMENTS	18,000	72,262	-	-	-	-		
600.60.6000.55601 TRANSFER TO QLIFE CAPITAL	392,898	372,800	327,020	327,020	376,220	376,220		
600.60.6000.57600 CONTINGENCY	-	-	-	50,000	95,853	95,853		
600.60.6000.59000 UNAPPROPRIATED	-	-	-	51,350	51,350	51,350		

QualityLife Intergovernmental (QLife)
Budget for the Fiscal Period 7/1/2020 - 6/30/2021 (FY21)

Capital Fund

Fund	Capital
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Row Labels	Data							
	2018 Actuals	2019 Actuals	2020 Projected	2020 Revised Budget	2021 Dept Request	2021 Proposed	2021 Approved	2021 Adopted
Revenue	1,421,750	1,918,402	2,250,268	2,036,392	2,324,147	2,324,147		
601.60.6000.400.000 BEGINNING FUND BALANCE	1,011,310	1,391,871	1,906,099	1,665,172	1,853,727	1,853,727		
601.60.6000.414.501 CONNECT CHARGES	-	124,000	-	19,000	19,000	19,000		
601.60.6000.417.104 INTEREST EARNED	17,542	29,731	17,149	25,200	25,200	25,200		
601.60.6000.450.600 TRANSFER FROM QLIFE OPERATING FUND	392,898	372,800	327,020	327,020	376,220	376,220		
601.60.6000.450.602 TRANSFER FROM QLIFE MAUPIN FUND	-	-	-	-	50,000	50,000		
Expense	29,879	259,520	396,541	2,036,392	2,324,147	2,324,147		
601.60.6000.52477 CONTRACTED SVCS - ENGINEERING	4,068	9,722	-	-	-	-		
601.60.6000.53301 EQUIPMENT - CAPITAL	-	-	-	80,000	80,000	80,000		
601.60.6000.53313 PRIMARY SYSTEM	22,055	244,056	334,709	660,284	878,003	878,003		
601.60.6000.53314 SECONDARY LINE EXTENSION	3,756	5,742	52,831	200,000	300,000	300,000		
601.60.6000.53315 POLE MAKE READY	-	-	9,000	-	-	-		
601.60.6000.55602 TRANSFER TO QLIFE MAUPIN	-	-	-	30,000	-	-		
601.60.6000.57601 CONTINGENCY	-	-	-	390,983	391,019	391,019		
601.60.6000.58001 RESERVE FOR SYSTEM IMPROVEMENTS	-	-	-	675,125	675,125	675,125		

QualityLife Intergovernmental (QLife)
Budget for the Fiscal Period 7/1/2020 - 6/30/2021 (FY21)

Maupin Fund

Fund	Maupin
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Row Labels	Data							
	2018 Actuals	2019 Actuals	2020 Projected	2020 Revised Budget	2021 Dept Request	2021 Proposed	2021 Approved	2021 Adopted
Revenue	327,591	593,807	189,911	54,530	177,516	177,516		
602.60.6000.400.000 BEGINNING FUND BALANCE	139,176	117,048	40,728	17,110	169,456	169,456		
602.60.6000.412.674 STATE GRANT	186,227	475,223	-	-	-	-		
602.60.6000.414.306 CITY OF MAUPIN	-	-	144,765	-	-	-		
602.60.6000.414.505 CITY OF MAUPIN - GORGE.NET RECEIPTS	-	-	2,669	3,360	3,360	3,360		
602.60.6000.414.506 CITY OF MAUPIN - LSN RECEIPTS	-	-	-	4,000	4,000	4,000		
602.60.6000.417.104 INTEREST EARNED	2,188	1,536	1,749	60	700	700		
602.60.6000.450.601 TRANSFER FROM QLIFE CAPITAL FUND	-	-	-	30,000	-	-		
Expense	210,543	552,800	20,454	54,530	177,516	177,516		
602.60.6000.52398 ADMINISTRATIVE COST	-	494	-	-	-	-		
602.60.6000.52406 CONTR SRVCS - LEGAL COUNSEL CONTR	648	2,250	172	2,500	2,500	2,500		
602.60.6000.52476 CONTRACTED SVCS - WIFI	11,909	625	9,677	14,160	14,160	14,160		
602.60.6000.52477 CONTRACTED SVCS - ENGINEERING	19,125	1,848	-	-	-	-		
602.60.6000.52480 POLE CONNECTION FEES	-	-	-	1,050	1,050	1,050		
602.60.6000.53301 EQUIPMENT - CAPITAL	3,148	-	-	-	-	-		
602.60.6000.53313 PRIMARY SYSTEM	175,281	547,583	10,605	1,000	51,000	51,000		
602.60.6000.53314 SECONDARY LINE EXTENSION	433	-	-	-	-	-		
602.60.6000.55601 TRANSFER TO QLIFE CAPITAL	-	-	-	-	50,000	50,000		
602.60.6000.57602 CONTINGENCY	-	-	-	7,500	45,006	45,006		
602.60.6000.58004 RESERVE FOR WIFI	-	-	-	28,320	13,800	13,800		

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.400.000 BEGINNING FUND BALANCE

Account Definition:

Resouces carried over from the prior fiscal period

FY18 Actual: 108,640

FY19 Actual: 94,036

FY20 Budgeted: 96,652

FY20 Projected: 76,265

FY21 Proposed: 191,714

FY21 Approved:

FY21 Adopted:

Budget Notes:

Projected FY20 Ending Fund Balance as of 3/26/20

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.414.500 UTILITY SERVICE CHARGES

Account Definition:

Charges for service

FY18 Actual: 661,043

FY19 Actual: 659,632

FY20 Budgeted: 665,460

FY20 Projected: 699,771

FY21 Proposed: 667,200

FY21 Approved:

FY21 Adopted:

Budget Notes:

March 2020 = \$55,600; set as base 12*55,600= \$667,200

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.414.501 CONNECT CHARGES

Account Definition:

When a customer is billed for service being added, the one-time revenue for connecting is recorded here

FY18 Actual: 1,700

FY19 Actual: 100

FY20 Budgeted: 1,000

FY20 Projected:

FY21 Proposed: 1,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Estimated at just over 2 service added; Estimated connection fees are \$6,450; \$450 for Turn up fee, \$1,000 for Electronic Switch and \$5,000 for service line

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.417.104 INTEREST EARNED

Account Definition:

Interest on bank accounts

FY18 Actual: 1,613

FY19 Actual: 973

FY20 Budgeted: 948

FY20 Projected: 1,591

FY21 Proposed: 1,200

FY21 Approved:

FY21 Adopted:

Budget Notes:

Estimate based on principal

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.421.241 MISC RECEIPTS

Account Definition:

Receipts that are not service charges, connection charges or interest. This should be minimal and if a revenue source is significant and/or recurring, a specific account line should be considered

FY18 Actual:	4,003
FY19 Actual:	1,586
FY20 Budgeted:	200
FY20 Projected:	1,200
FY21 Proposed:	200
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

As title implies. Not known - this is used for 1 time receipts that are not appropriate in a different revenue line.

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52101 ADVERTISING & PROMOTIONS

Account Definition:

Advertising and promotional spending

FY18 Actual: 2,837

FY19 Actual: 1,240

FY20 Budgeted: 1,500

FY20 Projected:

FY21 Proposed: 1,500

FY21 Approved:

FY21 Adopted:

Budget Notes:

Keep the budget the same

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52111 DUES & SUBSCRIPTIONS

Account Definition:

Dues for memberships in groups and associations and subscriptions. Specifically, Special Districts Associations of Oregon & Oregon Joint Use Association

FY18 Actual: 3,525

FY19 Actual: 1,626

FY20 Budgeted: 3,000

FY20 Projected: 800

FY21 Proposed: 2,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Based on trending

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52113 INSURANCE & BONDS

Account Definition:

Insurance costs for insuring the agency property

FY18 Actual: 15,242

FY19 Actual: 16,087

FY20 Budgeted: 21,000

FY20 Projected: 17,581

FY21 Proposed: 20,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Based on trending

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52115 LEGAL NOTICES & PUBLISHING

Account Definition:

Publishing required documents, specifically meeting notices and notice of bids/proposal requests

FY18 Actual:	36
FY19 Actual:	469
FY20 Budgeted:	400
FY20 Projected:	291
FY21 Proposed:	400
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52116 POSTAGE

Account Definition:

For all mailing costs - this is not restricted to USPS as at times other services are required to send a package. Not intended for Freight charges.

FY18 Actual:	359
FY19 Actual:	198
FY20 Budgeted:	200
FY20 Projected:	141
FY21 Proposed:	200
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52120 RENT - OFFICE

Account Definition:

Rent for space

FY18 Actual: 7,752

FY19 Actual: 7,079

FY20 Budgeted: 7,752

FY20 Projected: 7,752

FY21 Proposed: 7,752

FY21 Approved:

FY21 Adopted:

Budget Notes:

Space rent of City Hall space; one room \$141/mth; second room \$121/mth; third addition \$176/mth; covered storage at City PW facility \$209/mth = \$646/mth

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52122 TELEPHONE

Account Definition:

Telephone service

FY18 Actual: 450

FY19 Actual: 465

FY20 Budgeted: 500

FY20 Projected: 500

FY21 Proposed: 500

FY21 Approved:

FY21 Adopted:

Budget Notes:

Based on trending

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52148 GENERAL GRANTS

Account Definition:

Grant for the Northern Wasco County School District for the robotics program

FY18 Actual: 3,000

FY19 Actual: 4,000

FY20 Budgeted: 2,000

FY20 Projected:

FY21 Proposed: 2,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

School Robotics program

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52151 SCHOLARSHIP

Account Definition:

Two scholarships to the CGCC Foundation to award

FY18 Actual: 2,000

FY19 Actual:

FY20 Budgeted: 2,000

FY20 Projected: 2,000

FY21 Proposed: 2,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Scholarship paid to CGCC Foundation - two at \$1,000

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52350 TAXES/PERMITS/ASSESSMENTS

Account Definition:

Permits & assements tied to projects and property

FY18 Actual:	415
FY19 Actual:	785
FY20 Budgeted:	800
FY20 Projected:	800
FY21 Proposed:	800
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

St. Mary's - trending

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52370 MISC EXPENDITURES

Account Definition:

Expense costs not appropriate for other expense lines - should be one-time and minimal. An ongoing cost should look to have a line added depending on size.

FY18 Actual:	832
FY19 Actual:	1,907
FY20 Budgeted:	1,000
FY20 Projected:	10
FY21 Proposed:	1,000
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52398 ADMINISTRATIVE COST

Account Definition:

Wasco County fee for administering the Qlife program

FY18 Actual: 54,500

FY19 Actual: 55,350

FY20 Budgeted: 58,671

FY20 Projected: 58,671

FY21 Proposed: 60,431

FY21 Approved:

FY21 Adopted:

Budget Notes:

Includes cost of Administrative services, Financial services, provided by the County

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52406 CONTR SRVCS - LEGAL COUNSEL CONTR

Account Definition:

Legal services

FY18 Actual: 9,162

FY19 Actual: 7,812

FY20 Budgeted: 6,000

FY20 Projected: 6,000

FY21 Proposed: 6,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Based on trending

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52409 CONTR SRVCS - OTHER

Account Definition:

Contracts for service that are not legal, audit, engineering, network management or intended for "Contracted Services - Other" (see Budget note for planned contracts.)

FY18 Actual: 7,998

FY19 Actual: 2,110

FY20 Budgeted: 15,100

FY20 Projected: 9,868

FY21 Proposed: 15,100

FY21 Approved:

FY21 Adopted:

Budget Notes:

Tree trimming to clear hazard lines; OSP Insight; Joe Flannel

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52412 CONTR SRVCS - AUDIT CONTRACT

Account Definition:

Annual audit

FY18 Actual: 3,650

FY19 Actual: 6,000

FY20 Budgeted: 4,200

FY20 Projected: 6,300

FY21 Proposed: 6,500

FY21 Approved:

FY21 Adopted:

Budget Notes:

Expected audit fees

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52477 CONTRACTED SVCS - ENGINEERING

Account Definition:

Engineering services not tied to a project

FY18 Actual: 37,174

FY19 Actual: 72,396

FY20 Budgeted: 50,000

FY20 Projected: 43,946

FY21 Proposed: 50,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52479 CONTRACTED SVCS - NETWORK SYSTEM MGMT

Account Definition:

Network System Management not tied to a project. Also includes the base monthly fee system management

FY18 Actual: 55,870

FY19 Actual: 83,772

FY20 Budgeted: 71,000

FY20 Projected: 71,000

FY21 Proposed: 71,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52480 POLE CONNECTION FEES

Account Definition:

Cost paid to attach to poles

FY18 Actual: 15,088

FY19 Actual: 12,392

FY20 Budgeted: 12,392

FY20 Projected: 11,062

FY21 Proposed: 12,392

FY21 Approved:

FY21 Adopted:

Budget Notes:

Based on trending

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52481 RIGHT OF WAY FEES

Account Definition:

Paid to The Dalles due to operating within the city limits. The amount is 3% of the Utility Service charge

FY18 Actual: 23,730

FY19 Actual: 20,461

FY20 Budgeted: 20,075

FY20 Projected: 20,993

FY21 Proposed: 20,016

FY21 Approved:

FY21 Adopted:

Budget Notes:

Fee of 3% of customer revenues

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52502 NETWORK COMPONENTS

Account Definition:

Noncapital network components (Capital is typically over \$5,000 and useful life exceeds 3 years.)

FY18 Actual:	730
FY19 Actual:	
FY20 Budgeted:	5,000
FY20 Projected:	
FY21 Proposed:	5,000
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52601 EQUIPMENT - NON CAPITAL

Account Definition:

Noncapital equipment (Capital is typically over \$5,000 and useful life exceeds 3 years.)

FY18 Actual: 1,504

FY19 Actual:

FY20 Budgeted: 5,000

FY20 Projected:

FY21 Proposed: 5,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52608 EASEMENTS - NON CAPITAL

Account Definition:

Easements - right to access an area for a specific purpose. Is not ownership and is less than \$5,000 and/or shorter than 3 years

FY18 Actual:

FY19 Actual:

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Not planned in FY21 budget

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52701 TRAINING & EDUCATION

Account Definition:

Cost for training and education not covered in meals, lodging and registration

FY18 Actual: 514

FY19 Actual:

FY20 Budgeted: 700

FY20 Projected:

FY21 Proposed: 700

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52711 MEALS LODGING & REGISTRATION

Account Definition:

Meals, lodging and registration for conferences, training and education

FY18 Actual: 1,546

FY19 Actual: 2,434

FY20 Budgeted: 5,000

FY20 Projected: 941

FY21 Proposed: 5,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52801 BLDG REPAIR & MAINT

Account Definition:

Noncapital repairs and maintenance on structures (Capital is typically over \$5,000 and useful life exceeds 3 years.)

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 1,600

FY20 Projected: 426

FY21 Proposed: 1,600

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52808 OUTSIDE PLANT MAINTENANCE

Account Definition:

Noncapital repairs and maintenance for the fiber. If it is new (not a repair) or will be reimbursed by others - it should be in the capital fund

FY18 Actual:	23,255
FY19 Actual:	6,701
FY20 Budgeted:	20,000
FY20 Projected:	304
FY21 Proposed:	20,000
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Repair of fiber optic lines; placing fiber on poles and repairing breaks. If new work or reimburseable by others it is in the capital fund

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52882 UTILITIES - ELECTRICITY

Account Definition:

Electricity bill

FY18 Actual: 737

FY19 Actual: 625

FY20 Budgeted: 800

FY20 Projected: 709

FY21 Proposed: 800

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.52910 SUPPLIES - OFFICE

Account Definition:

Office supplies such as paper, toner, binders, etc

FY18 Actual: 361

FY19 Actual: 129

FY20 Budgeted: 200

FY20 Projected:

FY21 Proposed: 200

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.53301 EQUIPMENT - CAPITAL

Account Definition:

Capital equipment (Capital is typically over \$5,000 and useful life exceeds 3 years.)

FY18 Actual:

FY19 Actual: 3,225

FY20 Budgeted: 20,000

FY20 Projected:

FY21 Proposed: 20,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Item #3 of the agency's Financial Priorities Policy is to reserve \$20,000 for expansion and replacement of the electronics of the system.

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.53403 EASMENTS

Account Definition:

Easements that exceed \$5,000 and are for longer than 3 years.

FY18 Actual: 18,000

FY19 Actual: 72,262

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

No easments due in FY21

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.55601 TRANSFER TO QLIFE CAPITAL

Account Definition:

Monthly shift of resources from the General Fund to the Capital Fund to fund future capital projects

FY18 Actual: 392,898

FY19 Actual: 372,800

FY20 Budgeted: 327,020

FY20 Projected: 327,020

FY21 Proposed: 376,220

FY21 Approved:

FY21 Adopted:

Budget Notes:

FY21 Monthly transfer to Capital from Operations

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.57600 CONTINGENCY

Account Definition:

Funds budgeted for unplanned costs that arise

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 50,000

FY20 Projected:

FY21 Proposed: 95,853

FY21 Approved:

FY21 Adopted:

Budget Notes:

Set at 13% of operation expense

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

600.60.6000.59000 UNAPPROPRIATED

Account Definition:

Funds set aside to provide resources in a future fiscal period.

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 51,350

FY20 Projected:

FY21 Proposed: 51,350

FY21 Approved:

FY21 Adopted:

Budget Notes:

Remaining balance to ensure funds are available to start a future fiscal period

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.400.000 BEGINNING FUND BALANCE

Account Definition:

Resouces carried over from the prior fiscal period

FY18 Actual: 1,011,310

FY19 Actual: 1,391,871

FY20 Budgeted: 1,665,172

FY20 Projected: 1,906,099

FY21 Proposed: 1,853,727

FY21 Approved:

FY21 Adopted:

Budget Notes:

Projected ending fund balance for FY20 as of 3/26/20

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.414.501 CONNECT CHARGES

Account Definition:

When a customer is billed for service being added, the one-time revenue for connecting is recorded here if part of a project.

FY18 Actual:

FY19 Actual: 124,000

FY20 Budgeted: 19,000

FY20 Projected:

FY21 Proposed: 19,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Based on trending - should be \$6,000 per new customer. This is just slightly more than 3 new customers - none in FY19 of FY20

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.417.104 INTEREST EARNED

Account Definition:

Interest on bank accounts

FY18 Actual: 17,542

FY19 Actual: 29,731

FY20 Budgeted: 25,200

FY20 Projected: 17,149

FY21 Proposed: 25,200

FY21 Approved:

FY21 Adopted:

Budget Notes:

keep flat as FY21 is uncertain

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.450.600 TRANSFER FROM QLIFE OPERATING FUND

Account Definition:

Monthly shift of resources from the General Fund to the Capital Fund to fund future capital projects

FY18 Actual: 392,898

FY19 Actual: 372,800

FY20 Budgeted: 327,020

FY20 Projected: 327,020

FY21 Proposed: 376,220

FY21 Approved:

FY21 Adopted:

Budget Notes:

FY21 Monthly transfer to Capital from Operations

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.450.602 TRANSFER FROM QLIFE MAUPIN FUND

Account Definition:

Transfers from the Maupin Fund - this will be intended to repay the fund used to partially fund the Maupin project

FY18 Actual:

FY19 Actual:

FY20 Budgeted:

FY20 Projected:

FY21 Proposed: 50,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Maupin Fund owes Capital Fund \$156K, this is a partial payment. It is only possible because of the \$144,765 received from Maupin on the flow-through grant. Not taking all at this time as giving the fund time to grow and have capacity for the fund to mee

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.52477 CONTRACTED SVCS - ENGINEERING

Account Definition:

Noncapital engineering services - in the capital fund all expenses should be out of the capital lines - started budgeting \$0 in FY20

FY18 Actual: 4,068

FY19 Actual: 9,722

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Not planned in FY21 budget

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.53301 EQUIPMENT - CAPITAL

Account Definition:

Capital outlay for equipment

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 80,000

FY20 Projected:

FY21 Proposed: 80,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Same as last fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.53313 PRIMARY SYSTEM

Account Definition:

Projects to either extend/expand the primary system or capital repairs

FY18 Actual:	22,055
FY19 Actual:	244,056
FY20 Budgeted:	660,284
FY20 Projected:	334,709
FY21 Proposed:	878,003
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Funding available for capital projects in FY21 related to the Primary system

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.53314 SECONDARY LINE EXTENSION

Account Definition:

Projects to either extend/expand secondary lines or capital repairs to secondary lines

FY18 Actual:	3,756
FY19 Actual:	5,742
FY20 Budgeted:	200,000
FY20 Projected:	52,831
FY21 Proposed:	300,000
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Funding available for capital projects in FY21 related to the secondary line extensions

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.53315 POLE MAKE READY

Account Definition:

Costs to "make poles ready" - should actually be part of the Project cost so was \$0 budgeted starting in FY19

FY18 Actual:

FY19 Actual:

FY20 Budgeted:

FY20 Projected: 9,000

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Not planned in FY21 budget

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.55602 TRANSFER TO QLIFE MAUPIN

Account Definition:

Transfer of resources to Maupin Fund

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 30,000

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Not planned in FY21 budget

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.57601 CONTINGENCY

Account Definition:

Funds budgeted for unplanned costs that arise

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 390,983

FY20 Projected:

FY21 Proposed: 391,019

FY21 Approved:

FY21 Adopted:

Budget Notes:

Small growth from prior fiscal year

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

601.60.6000.58001 RESERVE FOR SYSTEM IMPROVEMENTS

Account Definition:

Funds set aside to provide resources in a future fiscal period.

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 675,125

FY20 Projected:

FY21 Proposed: 675,125

FY21 Approved:

FY21 Adopted:

Budget Notes:

Board priority #9: Create a reserve for future expansion, modernization or replacement of systems.

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.400.000 BEGINNING FUND BALANCE

Account Definition:

Resouces carried over from the prior fiscal period

FY18 Actual: 139,176

FY19 Actual: 117,048

FY20 Budgeted: 17,110

FY20 Projected: 40,728

FY21 Proposed: 169,456

FY21 Approved:

FY21 Adopted:

Budget Notes:

This is large due to the additional unplanned funds contributed by the flow-through grant that came through Maupin

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.412.674 STATE GRANT

Account Definition:

Grants and legislative appropriations

FY18 Actual: 186,227

FY19 Actual: 475,223

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

-

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.414.306 CITY OF MAUPIN

Account Definition:

Grants received by the City of Maupin that flow thorough to the Maupin Fund in Qlife

FY18 Actual:

FY19 Actual:

FY20 Budgeted:

FY20 Projected: 144,765

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

-

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.414.505 CITY OF MAUPIN - GORGE.NET RECEIPTS

Account Definition:

Revenues due from Gorge.net agreement flows through City of Maupin to Qlife

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 3,360

FY20 Projected: 2,669

FY21 Proposed: 3,360

FY21 Approved:

FY21 Adopted:

Budget Notes:

Keep flat as the same as FY20

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.414.506 CITY OF MAUPIN - LSN RECEIPTS

Account Definition:

Revenues due from LSN

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 4,000

FY20 Projected:

FY21 Proposed: 4,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

Keep flat as the same as FY20

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.417.104 INTEREST EARNED

Account Definition:

Interest on bank accounts

FY18 Actual: 2,188

FY19 Actual: 1,536

FY20 Budgeted: 60

FY20 Projected: 1,749

FY21 Proposed: 700

FY21 Approved:

FY21 Adopted:

Budget Notes:

Estimate on interest

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.450.601 TRANSFER FROM QLIFE CAPITAL FUND

Account Definition:

Transfer of resources from the Capital Fund to the Maupin Fund

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 30,000

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

-

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.52398 ADMINISTRATIVE COST

Account Definition:

Wasco County fee for administering the Qlife program

FY18 Actual:

FY19 Actual: 494

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Administrative fees should be paid out of this fund for the County services. However, due to a lack of resources, this is not being budgeted in FY20

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.52406 CONTR SRVCS - LEGAL COUNSEL CONTR

Account Definition:

Legal services

FY18 Actual:	648
FY19 Actual:	2,250
FY20 Budgeted:	2,500
FY20 Projected:	172
FY21 Proposed:	2,500
FY21 Approved:	
FY21 Adopted:	

Budget Notes:

Legal Counsel contracted service

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.52476 CONTRACTED SVCS - WIFI

Account Definition:

Maintain the WIFI service in Maupin

FY18 Actual: 11,909

FY19 Actual: 625

FY20 Budgeted: 14,160

FY20 Projected: 9,677

FY21 Proposed: 14,160

FY21 Approved:

FY21 Adopted:

Budget Notes:

Estimated cost to maintain wireless service in compliance with the Google grant

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.52477 CONTRACTED SVCS - ENGINEERING

Account Definition:

Engineering services not tied to a project

FY18 Actual: 19,125

FY19 Actual: 1,848

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

No engineering budgeted as system maintenance is up to LSN

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.52480 POLE CONNECTION FEES

Account Definition:

Cost paid to attach to poles

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 1,050

FY20 Projected:

FY21 Proposed: 1,050

FY21 Approved:

FY21 Adopted:

Budget Notes:

Expected costs for connections to poles

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.53301 EQUIPMENT - CAPITAL

Account Definition:

Capital equipment (Capital is typically over \$5,000 and useful life exceeds 3 years.)

FY18 Actual: 3,148

FY19 Actual:

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Not planned in FY21 budget

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.53313 PRIMARY SYSTEM

Account Definition:

Capital outlay for the Primary sytem to extend/expand

FY18 Actual: 175,281

FY19 Actual: 547,583

FY20 Budgeted: 1,000

FY20 Projected: 10,605

FY21 Proposed: 51,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

For work on the Primary system

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.53314 SECONDARY LINE EXTENSION

Account Definition:

Capital outlay for the Secondary Line(s) to be extended

FY18 Actual: 433

FY19 Actual:

FY20 Budgeted:

FY20 Projected:

FY21 Proposed:

FY21 Approved:

FY21 Adopted:

Budget Notes:

Not planned in FY21 budget

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.55601 TRANSFER TO QLIFE CAPITAL

Account Definition:

Transfer of resouces to Capital Fund

FY18 Actual:

FY19 Actual:

FY20 Budgeted:

FY20 Projected:

FY21 Proposed: 50,000

FY21 Approved:

FY21 Adopted:

Budget Notes:

The Capital Fund loaned \$156K to the Maoupin Fund. This needs to be repaid. This is possible due to a flow-through grant that arrived in FY20 and was unplanned. Most of the grant is being left in Fund Balance while the fund works to become self-suffici

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.57602 CONTINGENCY

Account Definition:

Funds budgeted for unplanned costs that arise

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 7,500

FY20 Projected:

FY21 Proposed: 45,006

FY21 Approved:

FY21 Adopted:

Budget Notes:

Base Contingency for unanticipated costs

QUALITYLIFE (QLIFE) INTERGOVERNMENTAL AGENCY

BUDGET WORKSHEETS FISCAL YEAR 2021 (FY21)

Account Number & Title

602.60.6000.58004 RESERVE FOR WIFI

Account Definition:

Funds budgeted for WIFI costs not expected to be expended in the current FY

FY18 Actual:

FY19 Actual:

FY20 Budgeted: 28,320

FY20 Projected:

FY21 Proposed: 13,800

FY21 Approved:

FY21 Adopted:

Budget Notes:

One year of support for the WIFI service based on the 3 year grant requirement - 1 year is budgeted in the expenses. FY21 will be the 3rd year of the agreement.