

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FULL BOARD OF DIRECTORS
THURSDAY, JUNE 15, 2017**

**Hood River Fire Station
Leonard Hay Community Room
1785 Meyer Pkwy, Hood River, OR 97031**

4:00 P.M.

AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order/Introductions	5 minutes	Information
Loan Client Highlight- <i>Celilo Paddle, LLC</i>	5 minutes	Presentation
Consent Agenda	5 minutes	Approval
March 2017 Minutes		
Privacy Policy		
Financial Report (<i>Yellow Encl.</i>)	10 minutes	Information
Presentation of FY 2018 Budget; Public Hearing	20 minutes	Discussion
Approval of FY 2018 MCEDD Budget	5 minutes	Decision
<i>Resolution 2017-1, Adopting the FY July 1, 2017 – June 30, 2018 Budget (Enclosure)</i>		
Title VI and LEP Policy (<i>Blue Encl.</i>)	5 minutes	Adoption
<i>Resolution 2017-2, Adopting the Title VI Policy and LEP Plan</i>		
Economic Dev. Strategy (<i>White Encl.</i>)	10 minutes	Adoption
<i>Resolution 2017-3, Adopting the Comprehensive Economic Development Strategy</i>		
MCEDD Website- <i>Dee Holzman</i>	15 minutes	Presentation
Funding Priorities	10 minutes	Adoption
<i>Resolution 2017-4, Economic Development Resources for Rural Regions</i>		
Executive Director Report (<i>Lavender Encl.</i>)	10 minutes	Discussion
Executive Committee Report (<i>Pink Encl.</i>)	5 minutes	Information
Loan Committee Report (<i>Green Encl.</i>)	10 minutes	Information
<i>Executive Session per ORS 192.660 (f) (Exempt Documents)</i>		
<i>Regular Session Reconvened</i>		
Staff Reports (<i>Salmon Encl.</i>)	10 minutes	Information
Regional Updates- <i>MCEDD Board members</i>	10 minutes	Discussion
New Business	5 minutes	Discussion
Adjournment		

Accessibility: The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance, please contact us at least 48 hours before the meeting.

Public Comment: Individuals wishing to address the Board on items not already listed on the Agenda may do so in an orderly fashion throughout the meeting. Please wait for the current topic to conclude and raise your hand to be recognized by the Chair for direction. Speakers are asked to give their name and address and to limit comments to three minutes unless extended by the Chair.

Agenda Times: Times on the agenda are approximate. The Chair reserves the opportunity to change the order and time of agenda items if unforeseen circumstances arise.

Consent Agenda: Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board to spend its time and energy on the important items and issues. Any Board member may request an item be “pulled” from the Consent Agenda and be considered separately. Items pulled from the Consent Agenda will be placed on the Agenda following the end of the action items.



Celilo Paddle Company obtained a \$24,500 Oregon Investment Board loan in May 2017 to start a stand up paddle (SUP) board rental shop. Sherry and Kevin Perry, owners of Celilo Paddle Company, are proud to be serving the community of The Dalles with their stand up paddle board rental service. Celilo Paddle Company operates out of Riverfront Park and is open daily from 8 am to 6 pm during the summer months.

Learn more at: www.celilopaddle.com.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, MARCH 23, 2017
WHITE SALMON COMMUNITY LIBRARY
SPRINT/BAKER GALLERY
77 NE WAUNA
WHITE SALMON, WA

BOARD MEMBERS: Ken Bailey, Bob Benton, Jan Brending, Tonya Brumley, Rex Johnston (teleconference), Tom Furey, Paul Hendricks, Sue Knapp, Eric Proffitt, Gabriel Muro and Rod Runyon

STAFF: Amanda Hoey (Executive Director), Sherry Wickert (Finance Manager), Eric Nerdin (Loan Fund Manager), Carrie Pipinich (Project Manager) and Sherry Bohn (Office Administrator).

GUESTS: Erik Stenberg (Huck Truck)

CALL TO ORDER/INTRODUCTIONS:

Jan Brending called the meeting to order at 4:07 p.m. A quorum was not present. A round table of introductions took place.

LOAN CLIENT HIGHLIGHT – Huck Truck

Jan Brending introduced Erik Stenberg of the Huck Truck. Erik presented his background and the history of his business. Erik explained that they were a “tiny restaurant” vs a “mobile entity” and because of that they were able to offer tables and chairs. He thanked MCEDD for helping to get the Huck Truck started, noted that they had made it through their first winter and that business was going strong and growing

Rex Johnston joined the meeting at 4:15 p.m. A quorum was present.

CONSENT AGENDA:

Approval of February 2017 Meeting Minutes

Motion to approve the consent agenda made by Rex Johnston. Gabriel Muro seconded the motion. Motion carried unanimously.

FINANCIAL REPORT:

Sherry Wickert reported that MCEDD’s January balance sheet has differences in current assets and liabilities. She reported that with the trend of repayments and fewer new loans made, MCEDD’s loan fund cash is higher and is reflected in the lower loans receivable balances. Sherry reported that Accrued Revenue includes a loan disbursement of \$34,400. The check was written in January, but the loan was not closed until February.

Sherry reported that the Operations Budget vs. Actual report reflects differences in both revenue and expense categories. She reported that the variance for state revenue is due to the timing of billings for a new special project, which is a multi-year project and that total loan fund revenue,

excluding the Attainable Housing RLF funds, is below projections by \$7,540.81. She also reported that the expense categories of Travel and Professional Services are significantly under budget.

Sherry reported that in Professional Services there are two accounts that are included in this category which account for the lower than estimated cost. One is the legal costs for the loan program that was budgeted, but fewer actual costs have been occurred for this fiscal year. The other account is for contractual services, which includes anticipated costs for several large special projects that have not yet been incurred.

Motion to accept the financials as presented was made by Tom Furey. Eric Proffitt seconded the motion. Motion carried unanimously.

Discussion: Jan Brending asked if Sherry Wickert was available to discuss any questions by board members who wanted more information. Sherry stated that she was and reported that she had recently met with a newly appointed budget committee member.

LOCAL ASSESSMENT

Amanda Hoey reported that annually the MCEDD Board must vote on local assessments for the next fiscal year. She explained that funds through local assessments are used to leverage additional funding for the district. Currently they are used as part of the match that has allowed us to obtain an Economic Development Administration planning grant and are also used as a portion of the match to obtain our Mobility Management grants.

Amanda reported that last year, in considering a recommendation for local assessments, the Board made no change to local assessments but signaled a potential for an increase in FY18 to better cover the need for matching funds and maintaining service levels. Amanda reported that in developing the framework for local assessments this year, the MCEDD Executive Committee recommended a strategy for an annual 10% increase in assessments. Amanda reported that the Executive Committee focused on analyzing options for increases over time that would get to a supporting amount equivalent to the necessary grant match for the current programs. She also reported that the Executive Committee recommended putting in place the strategy plan for ten years, but including a five year re-look and check in.

Amanda reported that the Executive Committee specifically discussed the mechanism by which the Port Districts are assessed. She explained that currently, each Port District is assessed at the same annual rate, regardless of size, FTE or revenue. Noting that there are a number of arguments that could be made for how funds are assessed, the Committee felt it best for this year to allow conversation if the Port Districts collectively would like to develop a plan all can agree to on distribution of the total amount. If no alternative agreement could be reached, or if no change is desired, it would be evenly divided.

The MCEDD Executive Committee recommends that, in order to advise the budget process, the Board approve the FY2018 local assessments at \$0.50 per capita for Counties and Cities and \$9,680 total for Ports, to be divided evenly between the five Ports (1,936), as per historical activity, unless the Ports collectively determine a different distribution of the total amount between the five that all Ports can agree with.

Motion to approve the FY2018 Local Assessment as presented was made by Tonya Brumley. Sue Knapp seconded the motion. Motion carried unanimously.

Discussion: Tom Furey asked if the cities and counties were aware of the proposed increase. Amanda discussed the outreach on local assessments.

Rex Johnston left the meeting at 4:35 p.m.

ECONOMIC DEVELOPMENT STRATEGY

Amanda Hoey reported that MCEDD began the major rework of its Comprehensive Economic Development Strategy (CEDS) strategy in June 2016 with a series of public outreach meetings in each of our five counties. She reported that the final outreach meeting was conducted on March 9, 2017. Amanda reported that staff continued to edit and refine the plan up to today's meeting, particularly to incorporate comments from our last session on economic resiliency and to incorporate responses to the most recent survey.

Amanda requested the Board review the draft plan and make final revisions. She requested Board consensus to release the final draft for public comment. Amanda reported that staff will then prepare the document and provide for an open public comment period through May 25, 2017.

Discussion: Ken Bailey suggested that the full strategy statement be included on the first page of the summary document. Jan Brending suggested a brief statement about MCEDD be included in the summary document. Tom Furey suggested finding a way to market the area for both tourism and workforce. Amanda Hoey suggested that could be included in the full strategy. Bob Benton reported that the chamber is reporting tourism numbers are up. Amanda Hoey asked for clarification between Tourism and Talent Acquisition. Sue Knapp suggested more clarity of priorities on page 10 of the full documents. She also expressed the need to see the connection between impact and goals. Tom Furey asked about including the housing cost in the metrics. Rod Runyon suggested the summary include the number of meetings and the number of participants.

There was consensus that, with the suggested updates, the document was ready to be released for public comments.

Amanda requested the Board's input on outreach and their assistance in presenting the plan to MCEDD's members.

EXECUTIVE DIRECTOR REPORT:

Amanda Hoey reported on the updates from MCEDD's National Association (NADO) regarding anticipated cuts to certain federal agencies and potential actions to eliminate agencies.

Amanda reported on the \$45,000 application for the Oregon Transportation Options Innovation Grant.

Amanda reported on MCEDD's website redesign. She presented the initial draft framework for the website.

Amanda reported that, as previously noted, the roof partially failed in January, leading to flooding of the MCEDD bathroom and part of the back room. She noted that the issue will not be fully addressed until there are sufficient clear days for a new roof to be put on the building. The building owner has repeatedly brought in a roofing company for temporary fixes. Amanda reported that the building owner has turned the damage in to his insurance company to expedite the process of rebuilding the back area once a new roof is installed.

Amanda reported that she will be gone April 18-May 22 for the Marshall Memorial Fellowship. MCEDD's Deputy Director, Jessica Metta, will provide support while she is out of the office.

EXECUTIVE COMMITTEE REPORT

Jan Brending reported the March Executive Committee activities highlighting the following:

- Reviewed and authorized submission of comments on the Columbia River Gorge Management Plan.
- Initiated the annual evaluation process for the MCEDD Executive Director, with a brief survey being sent to the full MCEDD Board of Directors to solicit input. The formal evaluation will be conducted in April.
- Recommended a strategy and annual allocation for local assessments.
- Approved submission of the EDA partnership planning grant and discussed the scope of work.

REGIONAL UPDATES

Paul Hendricks – Paul reported that the sewer plant is in need of an upgrade and they are discussing a possible moratorium on heavy users. Paul reported that there is movement on the housing subdivision. He also reported that there was a Brownfield assessment done on the Mill site and that the EPA came through and gave thumbs up on all three phases. Paul also announced that the community swimming pool is anticipated to open in late spring.

Rod Runyon – Rod reported that he serves on a NACO committee for community and economic development. He reported that the NOCOR will have an operations bond on the May ballot. He also reported that the current Executive Director of MCCOG is leaving and that David Meriwether will serve as interim Executive Director.

Sue Knapp – Sue reported that she attended a city council meeting in Shaniko and discussed Maupin's broadband project. Sue reported that tourism for the Solar Eclipse will affect all cities in south Wasco County. She reported that the Maupin broadband project is moving along. Sue reported on the issue with new Boater Pass system noting that it is causing issues because users can no longer go directly to the vendor. Sue reported that the regional Shearer's Falls Scenic bikeway will go the Parks Commission in June for final approval.

Bob Benton – Bob reported the Hood River County is considering establishing a construction excise tax. Funds would support attainable housing projects. Bob reported that the Oregon legislature is looking at ADUs on EFU land and that the County's short term rental ordinance is completed. Bob reported that the City of Hood River's Westside Area plan is almost completed. He also noted that the Expo building has been demolished and the new activity on the waterfront.

Jan Brending – Jan reported that all three cities (Bingen, White Salmon and Goldendale) are converting city street lights to LED in partnership with the PUD and transportation improvement board funds. Jan reported that the City of White Salmon and Bingen water and waste water systems are always a concern and they will be actively searching for planning money.

Ken Bailey – Ken reported that winter weather has been a big issue and that it has hampered the scheduling of work. He noted that the wildlife pressures are also causing some damage. Ken reported that Orchard View Farms is in the process of constructing a large farmworker housing project. He noted that the wheat growers are worried about snow mold. Ken also reported that labor and immigration issues continue to be an issue and the labor shortage is expected to be even greater this year.

Gabriel Muro – Gabriel reported that many individuals who would have previously migrated for cherry harvest are not planning to do so this year due to fear of being detained. He noted that this will cause a shortage of labor. Gabriel reported the he signed up two new startup businesses, but in general people are unwilling to invest in business startup and growth because of the immigration unrest.

Eric Proffitt – Eric reported that employment is holding at 4% and that labor shortage is not just in agriculture but also in construction and health care. Eric noted that the closing of local retailers will also cause issues.

Tonya Brumley – Tonya reported that Cherry, Blossom and Hard Pressed Cider festivals are coming up. She noted that the extended winter weather impacted hay farmers and cattle ranchers.

LOAN COMMITTEE REPORT

Eric Nerdin reported that the Loan Administration Board approved a \$25,000 loan to Dwinell, LLC, a startup brewery located in Goldendale. The Board also approved a number of loan modifications. Finally, the board approved a new \$15,000 loan to NuCulture Food, LLC and a loan modification to change their current loan repayment schedule. He also reported that MCEDD received an early payoff on the recently funded \$34,400 loan to Heidi Hall dba Sweet Lila's Coffee Cup due to a cash-out refinance of their residence and the loan to Freeborn Designs would not be moving forward. Eric reported that during the next few months, staff is focusing on increasing outreach efforts and expanding its referring network to find more loan program applicants.

ADJOURNMENT: Meeting adjourned at 5.59 p.m.

*Respectfully submitted,
Sherry Bohn, Office Administrator*

MEMORANDUM

Date: June 8, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Privacy Policy (Consent Agenda)

Overview

The MCEDD Executive Committee has reviewed and recommends adoption of the MCEDD Privacy Policy. This is a new policy. It will be included as a link off the new MCEDD website.

Action (Consent Agenda)

Adopt the Privacy Policy.

PRIVACY POLICY

MID COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

Adopted June 15, 2017

GENERAL

Mid Columbia Economic Development (“Company” or “we” or “us” or “our”) respects the privacy of its users (“user” or “you”) that use our website located at mcedd.org, including other media forms, media channels, mobile website or mobile application related or connected thereto (collectively, the “Website”). The following Company privacy policy (“Privacy Policy”) is designed to inform you, as a user of the Website, about the types of information that Company may gather about or collect from you in connection with your use of the Website. It also is intended to explain the conditions under which Company uses and discloses that information, and your rights in relation to that information. Changes to this Privacy Policy are discussed at the end of this document. Each time you use the Website, however, the current version of this Privacy Policy will apply. Accordingly, each time you use the Website you should check the date of this Privacy Policy (which appears at the beginning of this document) and review any changes since the last time you used the Website.

The Website is hosted in the United States of America and is subject to U.S. state and federal law. If you are accessing our Website from other jurisdictions, please be advised that you are transferring your personal information to us in the United States, and by using our Website, you consent to that transfer and use of your personal information in accordance with this Privacy Policy. You also agree to abide by the applicable laws of applicable states and U.S. federal law concerning your use of the Website and your agreements with us. Any persons accessing our Website from any jurisdiction with laws or regulations governing the use of the Internet, including personal data collection, use and disclosure, different from those of the jurisdictions mentioned above may only use the Website in a manner lawful in their jurisdiction. If your use of the Website would be unlawful in your jurisdiction, please do not use the Website.

BY USING OR ACCESSING THE WEBSITE, YOU ARE ACCEPTING THE PRACTICES DESCRIBED IN THIS PRIVACY POLICY.

GATHERING, USE AND DISCLOSURE OF NON-PERSONALLY-IDENTIFYING INFORMATION

Users of the Website Generally

“Non-Personally-Identifying Information” is information that, without the aid of additional information, cannot be directly associated with a specific person. “Personally-Identifying Information,” by contrast, is information such as a name or email address that, without more, can be directly associated with a specific person. Like most website operators, Company gathers from users of the Website Non-Personally-Identifying Information of the sort that Web browsers, depending on their settings, may make available. That information includes the user’s Internet Protocol (IP) address, operating system, browser type and the locations of the websites the user views right before arriving at, while navigating and immediately after leaving the Website. Although such information is not Personally-Identifying Information, it may be possible for Company to determine from an IP address a user’s Internet service provider and the

geographic location of the visitor's point of connectivity as well as other statistical usage data. Company analyzes Non-Personally-Identifying Information gathered from users of the Website to help Company better understand how the Website is being used. By identifying patterns and trends in usage, Company is able to better design the Website to improve users' experiences, both in terms of content and ease of use. From time to time, Company may also release the Non-Personally-Identifying Information gathered from Website users in the aggregate, such as by publishing a report on trends in the usage of the Website.

Web Cookies

A "Web Cookie" is a string of information which assigns you a unique identification that a website stores on a user's computer, and that the user's browser provides to the website each time the user submits a query to the website. We use cookies on the Website to keep track of services you have used, to record registration information regarding your login name and password, to record your user preferences, to keep you logged into the Website and to facilitate purchase procedures. Company also uses Web Cookies to track the pages that users visit during each Website session, both to help Company improve users' experiences and to help Company understand how the Website is being used. As with other Non-Personally-Identifying Information gathered from users of the Website, Company analyzes and discloses in aggregated form information gathered using Web Cookies, so as to help Company, its partners and others better understand how the Website is being used. COMPANY USERS WHO DO NOT WISH TO HAVE WEB COOKIES PLACED ON THEIR COMPUTERS SHOULD SET THEIR BROWSERS TO REFUSE WEB COOKIES BEFORE ACCESSING THE WEBSITE, WITH THE UNDERSTANDING THAT CERTAIN FEATURES OF THE WEBSITE MAY NOT FUNCTION PROPERLY WITHOUT THE AID OF WEB COOKIES. WEBSITE USERS WHO REFUSE WEB COOKIES ASSUME ALL RESPONSIBILITY FOR ANY RESULTING LOSS OF FUNCTIONALITY.

Web Beacons

A "Web Beacon" is an object that is embedded in a web page or email that is usually invisible to the user and allows website operators to check whether a user has viewed a particular web page or an email. Company may use Web Beacons on the Website and in emails to count users who have visited particular pages, viewed emails and to deliver co-branded services. Web Beacons are not used to access users' Personally-Identifying Information. They are a technique Company may use to compile aggregated statistics about Website usage. Web Beacons collect only a limited set of information, including a Web Cookie number, time and date of a page or email view and a description of the page or email on which the Web Beacon resides. You may not decline Web Beacons. However, they can be rendered ineffective by declining all Web Cookies or modifying your browser setting to notify you each time a Web Cookie is tendered, permitting you to accept or decline Web Cookies on an individual basis.

Analytics

We may use third-party vendors, including Google, who use first-party cookies (such as the Google Analytics cookie) and third-party cookies (such as the DoubleClick cookie) together to inform, optimize and serve ads based on your past activity on the Website, including Google Analytics for Display Advertising. The information collected may be used to, among other things, analyze and track data, determine the popularity of certain content and better understand online activity. If you do not want any information to be collected and used by Google Analytics, you can install an opt-out in your web browser (<https://tools.google.com/dlpage/gaoptout/>) and/or opt out from Google Analytics for Display Advertising or the Google Display Network by using Google's Ads Settings (www.google.com/settings/ads).

Aggregated and Non-Personally-Identifying Information

We may share aggregated and Non-Personally Identifying Information we collect under any of the above circumstances. We may also share it with third parties and our affiliate companies to develop and deliver targeted advertising on the Website and on websites of third parties. We may combine Non-Personally Identifying Information we collect with additional Non-Personally Identifying Information collected from other sources. We also may share aggregated information with third parties, including advisors, advertisers and investors, for the purpose of conducting general business analysis. For example, we may tell our advertisers the number of visitors to the Website and the most popular features or services accessed. This information does not contain any Personally-Identifying Information and may be used to develop website content and services that we hope you and other users will find of interest and to target content and advertising.

SOCIAL MEDIA

We may use hyperlinks on the Website which will redirect you to a social network if you click on the respective link. However, when you click on a social plug-in, such as Facebook's "Like" button, Twitter's "tweet" button or the Google+, that particular social network's plugin will be activated and your browser will directly connect to that provider's servers. If you do not use these buttons, none of your data will be sent to the respective social network's plugin provider. So for example, when you click on the Facebook's "Like" button on the Website, Facebook will receive your IP address, the browser version and screen resolution, and the operating system of the device you have used to access the Website. Settings regarding privacy protection can be found on the websites of these social networks and are not within our control.

COLLECTION, USE AND DISCLOSURE OF PERSONALLY-IDENTIFYING INFORMATION

Website Registration

As defined above, Personally-Identifying Information is information that can be directly associated with a specific person. Company may collect a range of Personally-Identifying Information from and about Website users. Much of the Personally-Identifying Information collected by Company about users is information provided by users themselves when (1) registering for our service, (2) logging in with social network credentials, (3) participating in polls, contests, surveys or other features of our service, or responding to offers or advertisements, (4) communicating with us, (5) creating a public profile or (6) signing up to receive newsletters. That information may include each user's name, address, email address and telephone number, and, if you transact business with us, financial information such as your payment method (valid credit card number, type, expiration date or other financial information). We also may request information about your interests and activities, your gender, age, date of birth, username, hometown and other demographic or relevant information as determined by Company from time to time. Users of the Website are under no obligation to provide Company with Personally-Identifying Information of any kind, with the caveat that a user's refusal to do so may prevent the user from using certain Website features.

BY REGISTERING WITH OR USING THE WEBSITE, YOU CONSENT TO THE USE AND DISCLOSURE OF YOUR PERSONALLY-IDENTIFYING INFORMATION AS DESCRIBED IN THIS "COLLECTION, USE AND DISCLOSURE OF PERSONALLY-IDENTIFYING INFORMATION" SECTION.

Company Communications

We may occasionally use your name and email address to send you notifications regarding new services offered by the Website that we think you may find valuable. We may also send you service-related announcements from time to time through the general operation of the service. Generally, you may opt out of such emails at the time of registration or through your account settings, though we reserve the right to send you notices about your account, such as service announcements and administrative messages, even if you opt out of all voluntary email notifications.

Company Disclosures

Company will disclose Personally-Identifying Information under the following circumstances:

- **By Law or to Protect Rights.** When we believe disclosure is appropriate, we may disclose Personally-Identifying Information in connection with efforts to investigate, prevent or take other action regarding illegal activity, suspected fraud or other wrongdoing; to protect and defend the rights, property or safety of Company, our users, our employees or others; to comply with applicable law or cooperate with law enforcement; to enforce our Terms of Use or other agreements or policies, in response to a subpoena or similar investigative demand, a court order or a request for cooperation from a law enforcement or other government agency; to establish or exercise our legal rights; to defend against legal claims; or as otherwise required by law. In such cases, we may raise or waive any legal objection or right available to us.
- **Third-Party Service Providers.** We may share your Personally-Identifying Information, which may include your name and contact information (including email address) with our authorized service providers that perform certain services on our behalf. These services may include fulfilling orders, providing customer service and marketing assistance, performing business and sales analysis, supporting the Website's functionality and supporting contests, sweepstakes, surveys and other features offered through the Website. We may also share your name, contact information and credit card information with our authorized service providers who process credit card payments. These service providers may have access to personal information needed to perform their functions but are not permitted to share or use such information for any other purpose.
- **Business Transfers; Bankruptcy.** Company reserves the right to transfer all Personally-Identifying Information in its possession to a successor organization in the event of a merger, acquisition, bankruptcy or other sale of all or a portion of Company's assets. Other than to the extent ordered by a bankruptcy or other court, the use and disclosure of all transferred Personally-Identifying Information will be subject to this Privacy Policy, or to a new privacy policy if you are given notice of that new privacy policy and are given an opportunity to affirmatively opt-out of it. Personally-Identifying Information submitted or collected after a transfer, however, may be subject to a new privacy policy adopted by the successor organization.

Changing Personally-Identifying Information; Account Termination

You may at any time review or change your Personally-Identifying Information by going to your account settings (if applicable) or contacting us using the contact information below. Upon your request, we will deactivate or delete your account and contact information from our active databases. Such information will be deactivated or deleted as soon as practicable based on your account activity and accordance with

our deactivation policy and applicable law. To make this request, either go to your account settings (if applicable) or contact us as provided below. We will retain in our files some Personally-Identifying Information to prevent fraud, to troubleshoot problems, to assist with any investigations, to enforce our Terms of Use and to comply with legal requirements as is permitted by law. Therefore, you should not expect that all your Personally-Identifying Information will be completely removed from our databases in response to your requests. Additionally, we keep a history of changed information to investigate suspected fraud with your account.

General Use

Company uses the Personally-Identifying Information in the file we maintain about you, and other information we obtain from your current and past activities on the Website (1) to deliver the products and services that you have requested; (2) to manage your account and provide you with customer support; (3) to communicate with you by email, postal mail, telephone and/or mobile devices about products or services that may be of interest to you either from us, our affiliate companies or other third parties; (4) to develop and display content and advertising tailored to your interests on the Website and other sites; (5) to resolve disputes and troubleshoot problems; (6) to measure consumer interest in our services; (7) to inform you of updates; (8) to customize your experience; (9) to detect and protect us against error, fraud and other criminal activity; (10) to enforce our Terms of Use; and (11) to do as otherwise described to you at the time of collection. At times, we may look across multiple users to identify problems. In particular, we may examine your Personally-Identifying Information to identify users using multiple user IDs or aliases. We may compare and review your Personally-Identifying Information for accuracy and to detect errors and omissions. We may use financial information or payment method to process payment for any purchases made on the Website, enroll you in the discount, rebate, and other programs in which you elect to participate, to protect against or identify possible fraudulent transactions and otherwise as needed to manage our business.

COLLECTION AND USE OF INFORMATION BY THIRD PARTIES GENERALLY

Company contractually prohibits its contractors, affiliates, vendors and suppliers from disclosing Personally-Identifying Information received from Company, other than in accordance with this Privacy Policy. However, third parties are under no obligation to comply with this Privacy Policy with respect to Personally-Identifying Information that users provide directly to those third parties, or that those third parties collect for themselves. These third parties include advertisers, providers of games, utilities, widgets and a variety of other third-party applications accessible through the Website. Company neither owns nor controls the third-party websites and applications accessible through the Website. Thus, this Privacy Policy does not apply to information provided to or gathered by the third parties that operate them. Before visiting a third party, or using a third-party application, whether by means of a link on the Website, directly through the Website or otherwise, and before providing any Personally-Identifying Information to any such third party, users should inform themselves of the privacy policies and practices (if any) of the third party responsible for that website or application, and should take those steps necessary to, in those users' discretion, protect their privacy.

SECURITY

We take the security of your Personally-Identifying Information seriously and use reasonable electronic, personnel and physical measures to protect it from loss, theft, alteration or misuse. However, please be advised that even the best security measures cannot fully eliminate all risks. We cannot guarantee that

only authorized persons will view your information. We are not responsible for third-party circumvention of any privacy settings or security measures.

We are dedicated to protect all information on the Website as is necessary. However, you are responsible for maintaining the confidentiality of your Personally-Identifying Information by keeping your password confidential. You should change your password immediately if you believe someone has gained unauthorized access to it or your account. If you lose control of your account, you should notify us immediately.

PRIVACY POLICY CHANGES

Company may, in its sole discretion, change this Privacy Policy from time to time. Any and all changes to Company's Privacy Policy will be reflected on this page and the date new versions are posted will be stated at the top of this Privacy Policy. Unless stated otherwise, our current Privacy Policy applies to all information that we have about you and your account. Users should regularly check this page for any changes to this Privacy Policy. Company will always post new versions of the Privacy Policy on the Website. However, Company may, as determined in its discretion, decide to notify users of changes made to this Privacy Policy via email or otherwise. Accordingly, it is important that users always maintain and update their contact information.

CHILDREN

The Children's Online Privacy Protection Act ("COPPA") protects the online privacy of children under 13 years of age. We do not knowingly collect or maintain Personally-Identifying Information from anyone under the age of 13, unless or except as permitted by law. Any person who provides Personally-Identifying Information through the Website represents to us that he or she is 13 years of age or older. If we learn that Personally-Identifying Information has been collected from a user under 13 years of age on or through the Website, then we will take the appropriate steps to cause this information to be deleted. If you are the parent or legal guardian of a child under 13 who has become a member of the Website or has otherwise transferred Personally-Identifying Information to the Website, please contact Company using our contact information below to have that child's account terminated and information deleted.

DO-NOT-TRACK POLICY

Most web browsers and some mobile operating systems include a Do-Not-Track ("DNT") feature or setting you can activate to signal your privacy preference not to have data about your online browsing activities monitored and collected. Because there is not yet a common understanding of how to interpret the DNT signal, the Website currently does not respond to DNT browser signals or mechanisms.

CONTACT

If you have any questions regarding our Privacy Policy, please contact us at:

Mid Columbia Economic Development

Attn: Office Administrator

515 E. 2nd Street

The Dalles, OR 97058

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FINANCIAL SUMMARY

FOR: April 2017

April's balance sheet has notable differences, mainly in the distribution between assets. The trend of higher loan fund cash and lower Loans Receivable continues. However, a loan was recently funded for \$150,000 and several others are expected to close soon. The change from the prior year's balance on Accrued Revenue (1205) was due to a \$175,000 loan that closed in May 2016. There was one change in liabilities, which was the decrease in A/P General (2010). The prior year included an invoice that was pending final approval for payment.

The Operations Budget vs. Actual for April report reflects differences in both revenue and expense categories. Revenue categories, such as Federal (4100), State (4200) and Contract Reimbursement (4500) vary from budget due to the billings of special projects. In addition, as noted before, loan fund revenue is down due to fewer new loans made and/or additional (unanticipated) loan repayments made. However, with the lower than anticipated revenue, expenses are also lower than expected. The current loss for MCEDD's loan programs is \$9,218.58 (without the Attainable Housing program's loss of \$2,566.76). Expenses continue to be under budget, due to a variety of factors. Personnel costs are and will likely be under budget due to earlier staff changes and less costs associated with health insurance coverage for staff. Expense categories that include Travel (6110), Supplies (6300), and Communications (6600) are below budget due to fewer costs associated with special projects. Professional Services (6400) which includes costs for legal and filing fees are down due to fewer costs incurred for the loan program. Other Professional Services are significantly down due to costs for special projects. At this point, it is likely that these expenditures will be under budget for this fiscal year.

Respectfully Submitted,

Sherry Wickert
Finance & Operations Manager

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2017

	Apr 30, 17	Apr 30, 16
ASSETS		
Current Assets		
Checking/Savings		
1000 · Bank Demand Deposits		
1010 · MCEDD Checking	38,767.88	69,480.57
1015 · MCEDD MM	241,981.49	277,061.92
1020 · IRP		
1021 · IRP - Sherman	75,683.65	72,517.18
1022 · IRP - WA	78,811.31	81,266.19
1020 · IRP - Other	101,747.60	-68,759.32
Total 1020 · IRP	256,242.56	85,024.05
1030 · Loan Funds		
1036 · EDA RLFs	222,294.90	62,585.56
1045 · Reg Strat	128,021.90	162,684.24
1050 · RBEG-OR	58,781.89	33,668.11
1055 · RBEG-WA	95,435.59	42,108.44
1057 · RBEG-KL	126,628.51	96,536.27
1067 · CDBG Microenterprises	66,166.98	41,230.05
Total 1030 · Loan Funds	697,329.77	438,812.67
1031 · Housing RLF	2,000,082.20	2,000,846.62
1070 · National Scenic Fund	1,377,732.12	1,053,101.06
Total 1000 · Bank Demand Deposits	4,612,136.02	3,924,326.89
1100 · CDS		
1121 · IRP Reserve	96,031.33	96,031.33
Total 1100 · CDS	96,031.33	96,031.33
1122 · IRP - DDM Product	581,808.85	349,695.62
1196 · OR Telecom Conference	19,254.17	18,196.01
Total Checking/Savings	5,309,230.37	4,388,249.85
Accounts Receivable		
1202 · Accounts Receivable	83,921.98	77,165.18
Total Accounts Receivable	83,921.98	77,165.18
Other Current Assets		
1200 · Receivables & Accruals		
1205 · Accrued Revenue	4,408.33	179,024.22
1227 · Accrued Loan Interest	31,067.59	19,351.10
1229 · Structured Accts Accr'd Int		
1231 · Unrecorded Structured Accrd Int	-2,419.68	-401.23

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2017

	Apr 30, 17	Apr 30, 16
1229 · Structured Accts Accr'd Int - Other	5,735.72	5,551.13
Total 1229 · Structured Accts Accr'd Int	3,316.04	5,149.90
Total 1200 · Receivables & Accruals	38,791.96	203,525.22
1300 · Loans Receivable		
1330 · MCEDD Loans Receivable		
1320 · IRP	1,806,413.60	2,047,100.98
1321 · IRP - Sherman	177,386.17	181,956.37
1322 · IRP - WA	246,282.31	245,010.97
1336 · EDA RLFs	477,014.47	609,278.04
1345 · Reg Strat	42,843.57	9,391.45
1350 · RBEG-OR	243,063.53	261,993.61
1355 · RBEG-WA	0.00	53,436.94
1357 · RBEG-KL/SK	0.00	30,001.69
1367 · CDBG Microenterprises	40,619.18	64,737.61
Total 1330 · MCEDD Loans Receivable	3,033,622.83	3,502,907.66
1370 · OIB Loans Receivable	1,497,101.15	1,802,571.23
Total 1300 · Loans Receivable	4,530,723.98	5,305,478.89
1500 · Allowance for Doubtful Loans		
1520 · IRP Allowance	-118,027.66	-127,089.85
1521 · IRP - SH Co	-10,797.99	-15,000.00
1522 · IRP - WA	-14,476.77	-15,178.13
1536 · EDA RLFs Allowance	-35,290.15	-37,163.51
1545 · Reg Strat Allowance	-2,776.54	-644.83
1555 · RBEG Allowance	-18,584.67	-23,405.81
1567 · CDBG Microenterprises	-2,987.33	-3,171.24
1575 · OIB Allowance	-45,000.00	-45,000.00
Total 1500 · Allowance for Doubtful Loans	-247,941.11	-266,653.37
Total Other Current Assets	4,321,574.83	5,242,350.74
Total Current Assets	9,714,727.18	9,707,765.77
TOTAL ASSETS	<u>9,714,727.18</u>	<u>9,707,765.77</u>
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 · A/P General	285.00	4,448.70

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2017

	Apr 30, 17	Apr 30, 16
Total Accounts Payable	285.00	4,448.70
Other Current Liabilities		
2030 · Accrued Loan Payment	97,939.92	89,586.31
2035 · Accrued Interest Payable	190.24	488.26
2050 · PTO - Accrued	23,098.99	24,497.84
2070 · Health Insurance Payable	-7,863.07	-8,495.37
2080 · Life & Disability Payable	-357.88	-321.96
2090 · WC SAIF Ins	-158.90	-154.56
2100 · Payroll Liabilities		
2120 · State Payroll Liabilities		
2115 · OR- SUTA Payroll Liabilities		
2105 · WBF Payroll Assessment	29.60	40.27
2115 · OR- SUTA Payroll Liabilities - Other	43.22	41.49
Total 2115 · OR- SUTA Payroll Liabilities	72.82	81.76
Total 2120 · State Payroll Liabilities	72.82	81.76
Total 2100 · Payroll Liabilities	72.82	81.76
2800 · Deferred Revenue	13,333.33	13,333.33
Total Other Current Liabilities	126,255.45	119,015.61
Total Current Liabilities	126,540.45	123,464.31
Long Term Liabilities		
2820 · IRP Loan Payable \$1million	514,805.20	551,573.23
2821 · IRP Loan Payable \$600,000	417,520.24	438,485.25
2822 · IRP Loan Payable \$750,000	600,226.72	625,806.66
2823 · IRP Loan Payable - Washington	299,967.25	309,906.38
2824 · IRP Loan Payable - Sherman	186,672.31	193,188.09
Total Long Term Liabilities	2,019,191.72	2,118,959.61
Total Liabilities	2,145,732.17	2,242,423.92
Equity		
3100 · Fund Balances	7,572,025.03	7,320,555.07
3110 · Carryforward Balance	-105,004.58	11,565.72
Net Income	101,974.56	133,221.06
Total Equity	7,568,995.01	7,465,341.85
TOTAL LIABILITIES & EQUITY	9,714,727.18	9,707,765.77

Mid-Columbia Economic Development District
Operations Budget vs. Actual
 July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Carryover Revenue	426,597.18	302,193.00	124,404.18	141.2%
4100 · Federal	136,496.27	126,236.91	10,259.36	108.1%
4200 · State	22,318.73	46,342.00	-24,023.27	48.2%
4300 · Local Match	9,000.00	7,000.00	2,000.00	128.6%
4400 · Local Assessment	45,529.00	45,530.00	-1.00	100.0%
4500 · Contract Reimbursement	248,652.73	256,453.16	-7,800.43	97.0%
4600 · Loan Interest	196,863.09	231,680.86	-34,817.77	85.0%
4700 · Loan Processing Fees	6,306.27	27,916.66	-21,610.39	22.6%
4705 · Loan Filing Fees	1,738.58	11,249.96	-9,511.38	15.5%
4710 · Loan Late Fee	8,653.07	1,749.98	6,903.09	494.5%
4750 · Investment Interest	1,611.39	1,291.62	319.77	124.8%
4800 · Receipts - Other	1,424.93	3,916.66	-2,491.73	36.4%
4801 · Paypal Registrations	1,435.00	0.00	1,435.00	100.0%
4803 · Sponsor Donations	3,900.00	0.00	3,900.00	100.0%
4934 · In-Kind Revenue	3,750.44	48,083.00	-44,332.56	7.8%
4935 · In Kind - MM	0.00	1,050.00	-1,050.00	0.0%
Total Income	1,114,276.68	1,110,693.81	3,582.87	100.3%
Gross Profit	1,114,276.68	1,110,693.81	3,582.87	100.3%
Expense				
5000 · Wages	386,048.57	390,495.84	-4,447.27	98.9%
5500 · Fringe Benefits	97,862.00	112,980.64	-15,118.64	86.6%
5700 · Payroll Taxes	33,700.38	34,097.52	-397.14	98.8%
6110 · Travel & Conference	9,339.33	25,048.98	-15,709.65	37.3%
6190 · Event Services	1,647.26	1,584.16	63.10	104.0%
6200 · Equipment	2,765.07	3,750.00	-984.93	73.7%
6300 · Supplies	16,300.31	22,430.02	-6,129.71	72.7%
6400 · Professional Services	37,173.60	64,264.16	-27,090.56	57.8%
6600 · Communications	9,792.66	15,488.32	-5,695.66	63.2%
6700 · Building Costs	14,962.20	15,783.30	-821.10	94.8%
6800 · Bonds & Insurance	4,317.50	3,350.00	967.50	128.9%
6900 · Other Materials & Supplies	6,628.62	5,490.00	1,138.62	120.7%
9000 · Indirect Spread	0.00	-1,279.98	1,279.98	0.0%
9600 · Transfer to/from Source	15,385.40	0.00	15,385.40	100.0%

Mid-Columbia Economic Development District
Operations Budget vs. Actual
 July 2016 through April 2017

	Jul '16 - Apr 17	Budget	\$ Over Budget	% of Budget
Total Expense	635,922.90	693,482.96	-57,560.06	91.7%
Net Ordinary Income	478,353.78	417,210.85	61,142.93	114.7%
Other Income/Expense				
Other Expense				
7400 · Loan Payment	101,171.70	101,171.66	0.04	100.0%
7500 · Carryover to Next Year	321,592.60	336,978.00	-15,385.40	95.4%
7600 · In-Kind Contractual	3,750.44	49,133.00	-45,382.56	7.6%
Total Other Expense	426,514.74	487,282.66	-60,767.92	87.5%
Net Other Income	-426,514.74	-487,282.66	60,767.92	87.5%
Net Income	<u>51,839.04</u>	<u>-70,071.81</u>	<u>121,910.85</u>	<u>-74.0%</u>

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
2017 PIPELINE**

SPECIAL PROJECTS SUMMARY		ANTICIPATED 2017	SUBMITTED	IN PROCESS	TOTAL	CONFIRMED %
	Special Projects - Anticipated Revenue	510,721	-	10,000	520,721	98.08%
	Budgeted Expenses FY 2017 (Excludes In-Kind)	456,438				
	Gap/Surplus	54,283				
PROJ CODE	SPECIAL PROJECTS DETAILS	2017	NOTES			
	ANTICIPATED REVENUE					
517	Klickitat CDBG	4,250	Multi-year project			
518	Cascade Locks CDBG	10,000	Multi-year project			
519	Dallesport CDBG	12,500	Multi-year project			
519	DWD - USDA Grant Administration (Well #3)	9,000	Multi-year project			
521	Specialty Crop Grant	16,824	Multi-year project			
523	Human Services Coordinated Transportation Plan	4,689	Multi-year project			
524	Travel Oregon Wine Country Mktng	1,500	Multi-year project			
525	GTA Wind Challenge	19,200				
526	MCCFL - CDBG	13,000	Multi-year project			
527	City of Antelope - CDBG	12,500	Multi-year project			
528	DWD Wastewater - CDBG	1,200	Multi-year project			
529	Gorge Night Sky	9,500				
530	The Dalles Airport - Flex Space	10,000				
531	AOC HR/Wasco	19,550				
532	Specialty Crop Grant - Cider	32,178	Multi-year project			
533	TD Wastewater Plant Labor Standards Admin	23,000	Multi-year project			
548	ColPac	4,600				
549	CL-HR Enterprise Zone	5,000				
551	Urban Renewal	877				
554	Sherman Co ED	40,000				
557	GTA Staffing	37,600				
559	Wasco Co EDC	45,000				
560	Oregon Connections	3,650				
570	OEDD Website	700				
571	Mobility Management	75,146	2nd year of 2-year contract			
575	GTA Robotics	5,850				
582	HR EDG	7,000				
585	Commute Options	8,000				
587	HR Drive Less Connect - ODOT	11,071	2nd year of 2-year contract			
596	RBDG - Wine Marketing	8,841				
599	Agora	17,055	Multi-year project			
E557	GTA - FFF	6,440	Multi-year project - Encumbered Funds Include??			
	Cyrstal Springs Grant Administration	35,000	Multi-year project - how much to include in FY17, FY18 has \$17,000			
	TOTAL ANTICIPATED REVENUE	510,721				
	PROPOSALS SUBMITTED					
	TOTAL PROPOSALS SUBMITTED	-				
	IN DEVELOPMENT					
	City of Cascades Locks - USDA Grant Admin	10,000				
	TOTAL IN DEVELOPMENT	10,000				
	DECLINED					
	Wishram CDBG management (PUD)	18,000				
	Columbia Gorge Transportation Options Enhancement	22,500				
	TOTAL DECLINED	40,500				

MCEDD Dashboard

Loan Program	Target	Q4 FY2016 (Apr 1-June 30)	Q1 FY2017 (July 1-Sept 30)	Q2 FY2017 (Oct 1- Dec 31)	Q3 FY2017 (Jan 1-Mar 31)
Lending Activity	\$215,000 loaned/quarter	\$253,000	\$ 20,000	\$ -	\$49,400
Loan Utilization Rate- All RLFs	75% or more	75.55%	72.92%	69.62%	65.40%
Loan Utilization rate- EDA RLFs	75% or more	*	75.13%*		69.42%
Loan Delinquency Rate (>30 days)	5% or less	33.21%	22.99%	25.90%	26.80%
Job creation and retention/\$ loaned	1 job/\$35,000 loaned	1 job/\$14,056 Loaned	1 job/\$10,000 Loaned	NA	1 job/\$8,233 Loaned
Inquiries/outreach	20 inquiries/quarter. 5 outreach visits/quarter	22 inquiries 8 outreach visits	16 inquiries 11 outreach visits	14 inquiries 6 outreach visits	18 inquiries 12 outreach visits
Reporting Completed on Time	All	All	All	All	All

Comments/Action Needed
Only includes funded loans
*Measured every 6 months. Report figures based on EDA calculations which includes committed funds.
The Loan Board authorized a course of action for significantly delinquent loans and those with large loan balances.

Finance	Target	Q4 FY2016 (Apr 1-June 30)	Q1 FY2017 (July 1-Sept 30)	Q2 FY2016 (Oct 1- Dec 31)	Q3 FY2016 (Jan 1-Mar 31)
Special Projects Revenue Gap	At or exceeding budget	69,423	(9,753)	13,397	13,397
Local Jurisdiction Participation	100%	100%	96%	100%	100%
Average days of accounts receivable	33	34	37.72	38.39	37.17
Operational YTD actual vs. budget by Revenue & Expenses	Revenue: 100% or more Expenses: 100% or less	Revenue: 97.82% Expenses: 89.2%	Revenue: 84.4% Expenses: 89.0%	Revenue: 86.25% Expenses: 85.61%	Revenue: 85.62% Expenses: 85.3%

Comments/Action Needed

Key: Yellow Highlight= Watch. Red Highlight= Action Needed.

Human Resources	Target	Q4 FY2016 (Apr 1-June 30)	Q1 FY 2017 (July 1-Sept 30)	Q2 FY2017 (Oct 1- Dec 31)	Q3 FY2017 (Jan 1-Mar 31)
Performance Evaluation Completed on Time	100%	100%	100%	100%	100%
Average Employment Length	3 years	6.20 years	6.24 years	5.7 years	5.95 years
Staff Training/Devel Participation	75%	100%	100%	100%	100%

Comments/Action Needed

Board of Directors	Target	Q4 FY2016 (Apr 1-June 30)	Q1 FY2017 (July 1-Sept 30)	Q2 FY2017 (Oct 1- Dec 31)	Q3 FY2017 (Jan 1-Mar 31)
Board Meeting Attendance	75%	71%	67%	72%	52%
Meetings Lacking Quorum	0	0	0	0	0
Board Vacancies	0	0	1	1	0

Comments/Action Needed

Project Mgmt/ Regional Coordination	Target	Q4 FY2016 (Apr 1-June 30)	Q1 FY2017 (July 1-Sept 30)	Q2 FY2017 (Oct 1- Dec 31)	Q3 FY2017 (Jan 1-Mar 31)
Number of objectives addressed from CEDS	2/quarter	7	5	7	6
Reporting Completed on Time	All	All	All	All	All

Comments/Action Needed

Key: Yellow Highlight= Watch. Red Highlight= Action Needed.



MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

RESOLUTION 2017-1

ADOPTING THE FY JULY 1, 2017 – JUNE 30, 2018 BUDGET

BE IT RESOLVED that the FY 2018 Mid-Columbia Economic Development District Budget is hereby adopted.

PASSED AND APPROVED this 15th day of June, 2017.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

Jan Brending
Chair of the Board

ATTEST:

Sherry Bohn
Office Administrator

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

Budget Packet Contents

1. **Minutes from** Budget Committee Meeting (Green Enclosure).
2. **Budget Narrative** - Provides a written explanation of the budget and includes significant changes from the prior fiscal year (Salmon Enclosure).
3. **Budget Appropriation by Category** - Provides a summary of the proposed budget by categories (Yellow Enclosure).
4. **Historical Data** - Includes prior approved budget information for FY15-17 and the proposed budget (side-by-side) (Grey Enclosure).
5. **All Funds Budget** - Presents details of income and expense costs by class, including agency funds (Yellow Enclosure).
6. **Operational Budget** - Provides details of income and expense costs by class for operational funds only (Blue Enclosure).
7. **Local Assessment** – Provides details on local assessment (Pink Enclosure).
8. **Salary Plan** - Provides the proposed FY18 salary rates by classification (Lavender Enclosure).
9. **Benefit Plan** - Reflects the benefits for employees proposed in the budget (Lavender Enclosure).
10. **Acronym Sheet** – Provides an overview of commonly used acronyms (White Enclosure).

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

BUDGET COMMITTEE MEETING MINUTES

THURSDAY, April 13, 2017

12:00 NOON

MCEDD OFFICES
515 EAST SECOND STREET
THE DALLES, OREGON

ATTENDANCE

Committee Members: Dana Peck, Sam Bauer, Eric Proffitt, Fritz Ellett, Leana Johnson and Sue Knapp

Staff: Amanda Hoey, Sherry Wickert, Jessica Metta and Sherry Bohn

CALL TO ORDER/INTRODUCTIONS:

Sam Bauer called the meeting to order at 12:00 p.m.

ELECTION OF COMMITTEE CHAIRMAN AND SECRETARY

Sam Bauer opened the floor to nominations for the position of Committee Chair and Secretary. Nominations were made for Sam Bauer to hold the position of Committee Chairman, and Dana Peck to hold the position of Committee Secretary.

MOTION to elect Sam Bauer as Budget Committee Chair and Dana Peck as Budget Committee Secretary made by Dana Peck. Seconded by Fritz Ellett. Motion carried unanimously.

PRESENTATION OF FY 2018 (JULY 1, 2017-JUNE 30, 2018) BUDGET

Amanda Hoey and Sherry Wickert presented the FY 2018 MCEDD budget. The presented budget included the budget narrative, proposed appropriations by category, historical data, all funds budget, operational budget, local assessment matrix, salary plan, and benefit plan. They reported that MCEDD's FY2018 budgets have been prepared through careful analysis of prior year's budgets, actual expenditures (prior year and current year), and forecasted revenues and expenditures for new projects.

Sherry Wickert highlighted the Projected Revenue reporting that the EDA Planning Grant is moving to a three year grant cycle. The grant is expected to provide \$80,000 annually in federal funds, with a required cash match of \$80,000 annually. She noted that local assessments and Fee-for Service will be utilized to the local match. She also reviewed grants, contract reimbursements, special project revenue, loan fund principal repayments and loan fund interest. Sherry noted the IRP and Regional Strategies carry over funds include amounts in unrestricted carryover as these are amounts accumulated from prior years of loan fund income not spent on

administrative costs. She also noted the Special Projects restricted carryover is the estimated balance available for specific special projects and that the beginning General Fund carryover balance is estimated on the FY Carryover Balance of \$288,912 and the FY19 Estimated Carry forward Balance of \$258,209.

Amanda Hoey reported that loan fund revenue is based upon current loan revenue projections for loans already in MCEDD and OIB portfolios and that Projected loans for the Fiscal Year is based on a three year average of lending.

Discussion: Fritz Ellett asked if MCEDD has always used a three year average. Amanda Hoey explained how and why staff decided to use that average. Sam Bauer asked if the revenue shift was due to only increased payoffs or also the lack of new loan distribution. Amanda explained that it was both and that it was not just the case with MCEDD. Fritz Ellett asked if changes were made to the projections where would those changes be reflected in expenses. Amanda Hoey explained that it would occur in personnel. Leana Johnson asked if there were any other fiscal projections that could be used to help. Eric Proffitt asked if there has been any increase in the pipeline activity. Amanda Hoey noted that any new loans were already included and that there had been an increase in inquiries. Sue Knapp stated that the three year average appeared to be the simplest way to do the calculation but asked if there was a way to weight the figures. Amanda Hoey stated that there is a general correlation between number of loans and the total dollar amount. Sam Bauer asked if staff saw or had done anything different with prospects for new loans in 2017. Amanda Hoey explained that staff has concentrated on keeping existing loans and increased outreach. She also noted the Loan Administration Board had reviewed policy modifications including an option for reducing interest rates over the life of a loan. Fritz Ellett suggested adding more weight to the most current year such as 40-45 percent to FY17, 30 percent to FY16 and 20 percent to FY15. Eric Proffitt suggested using a five or seven year average, which he subsequently refined to suggest a five year average.

Amanda Hoey stated that the consensus she was hearing was that the committee preferred to use the three year average this year but would like to see the narrative to the Board include a review for options for weighting FY 17 heavier and using a five year average.

Dana Peck asked Sherry Wickert what either of those changes might reflect. Sherry explained that she did not think it would cause a huge amount of difference. Amanda noted the weighting of FY17 would likely lower anticipated revenue and the five year average would likely raise the revenue projections. Eric Proffitt asked what MCEDD's minimum level of operation was. Amanda Hoey stated that this budget reflected that MCEDD is not keeping pace and requires reductions in expenses. Sue Knapp stated she was ok with this scenario for this year and should look at alternatives for next year. Amanda noted that the OIB had approved this scenario and suggested not changing the OIB figures in the narrative to the Board. Sue Knapp requested the number of projects for each

year be included as well. Dana Peck noted that changes in the regulatory environment could affect these numbers as well. Committee consensus was to move forward with \$850,000 loan revenue projection.

Sherry Wickert highlighted the Attainable Housing Revolving Loan Fund noting that two new loans have been approved. One is included in FY17 projections to close but the second is included in the FY18 projections. Sherry also noted that the invested interest is the same.

Sherry Wickert reviewed projected expenses, highlighting personnel expenses, noting that there are no COLA increases included this year. She noted that step raises for eligible employees were included, with the exception of the Executive Director. She also reviewed the Board approved creation of a Deputy Director position for FY 17, reduction of FTE for the Office Administrator due to less anticipated revenue and the overall reduction of anticipated expenses for the Finance and Operation Manager position due to the anticipated retirement of this position.

Sherry also reviewed the changes for health insurance as the current plan for MCEDD employees will no longer be offered after December 31, 2017 and that the budget reflects six months at a lower rate.

Discussion: Amanda Hoey explained how staff calculated the change in personnel, based on the declining revenue and noted administrative sustainable percentage. Sam Bauer stated that he did not believe in the “do more with less” but MCEDD cannot cut loan fund management as MCEDD needed to process more loans. Sam Bauer stated that if staff believed that administration needed to be cut then that is what needed to be done. Leana Johnson asked about the possibility of repurposing the retiring personnel position. Amanda Hoey explained the duties of the Loan Fund Manager and Finance Manager and the analysis of position responsibilities. Sue Knapp asked if the position could be left open. Amanda Hoey explained the duties of the position and stated that the position is included in the budget for a short time as a contractual and then moves to a regular employee. Sam Bauer asked if there was a cost savings between a contractual position in the budget and could it be put toward loan fund administration. Amanda explained that there were no real cost savings unless there is a time it goes unfilled but noted the committee could offer it as a recommendation. Sue Knapp expressed concern about the change of 1 FTE to .5 FTE, without benefits, to the office administrator position. She asked what it would take to keep the benefits. Amanda stated it would need to go to .53 for benefits and that would force a reduction to the Loan Fund Manager due to the added cost burden. Fritz Ellett stated that he thought administration is the most reasonable to reduce. Eric Proffitt asked if the Loan Fund Manager could be reduced and Office Administrator raised. Amanda explained the problem with retention and work load and noted the scenario staff had explored which could raise the Office Administrator to a .75 FTE but would then reduce the Loan Fund Manager to a 0.8 FTE, creating employee retention issues as well as administrative cost percentage issues. Sue Knapp asked about what if no one given a step increase. Amanda explained the probability of step increases and the

relation to special projects. Fritz Ellett questioned how realistic the loan revenue projection was.

Sherry Wickert also reviewed travel authorizations, equipment and event services, legal service, contractual, building costs and distribution of expenses.

MOTION by Dana Peck to approve the FY2018 budget as presented, with modifications made to the narrative as discussed, for recommendation to the full MCEDD Board to adopt the budget. Seconded by Fritz Ellett. Motion carried unanimously.

ADJOURNMENT

The meeting adjourned at 1:15 p.m.

FISCAL YEAR 2018 BUDGET NARRATIVE

EXECUTIVE SUMMARY AND BUDGET METHODOLOGY

The Fiscal Year 2018 budget has been prepared to facilitate the wide-range of services that MCEDD provides. The budget preparation included careful analysis of prior year's budgets, actual expenditures (prior year and current year), and forecasted revenues and expenditures for new projects. The following provides a brief description of significant factors, which are relevant to MCEDD's budgets.

BEGINNING BALANCES

The anticipated carryovers from FY17 include Intermediary Relending Program (IRP), Regional Strategies, Attainable Housing Revolving Loan Fund (RLF), Special Projects (project specific), and the General Fund.

The IRP and Regional Strategies carryover funds include amounts in unrestricted carryover as these amounts were accumulated from prior years of loan fund income not spent on administrative costs. For budgeting purposes, it is estimated that the unrestricted carryover for these funds will be as follows:

IRP Unrestricted Fund Balance	\$25,334
IRP Sherman Unrestricted Fund Balance	7,520
IRP Washington Unrestricted Fund Balance	17,995
Regional Strategies Unrestricted Fund Balance	<u>1,397</u>
Total Unrestricted Fund Balance	\$52,246

Special Projects restricted carryover is the estimated balance available for specific special projects. The carryover to FY18 is the anticipated remaining balance available for utilization of future expenditures for special projects.

FY17 Estimated Balance	\$36,000
FY19 Carry forward Balance	\$1,969

The beginning General Fund carryover balance is estimated on the following information:

FY17 Carry forward Balance	\$288,912
FY19 Est. Carry forward Balance	<u>\$258,209</u>
Total Change	(\$ 30,703)

PROJECTED REVENUE

FEDERAL

PLANNING GRANT – The EDA Planning Grant is moving to a three year grant cycle. The grant is expected to provide \$80,000 annually in federal funds, with a required cash match of \$80,000 annually. Local Assessments will be utilized to provide a portion of this match and the remainder of the match will be from Fee-for-Service projects.

SPECIAL PROJECTS – The primary source of federal revenue for special projects is for the Gorge TransLink Alliance Mobility Management project and the Hood River Drive Less Connect project. In addition, the Agora Investment Platform project continues for an additional year with funding reimbursement through the USDA Rural Community Development Initiative.

STATE- The Oregon Department of Agriculture's Specialty Crop Block Grant forms the primary source of state revenue and is included in Special Projects. These funds support the Gorge Cider Society.

LOCAL ASSESSMENTS – The local assessments are included based upon the recommendation of the MCEDD Board of Directors. It includes a \$0.50 per capita assessment to counties and cities and an overall total assessment to member Port Districts.

CONTRACT REIMBURSEMENTS – The most substantial source for contract reimbursements is through the special projects, which includes contracts with counties for economic development services, technical assistance and grant administration for infrastructure developments, staffing for industry alliances, and related projects.

LOAN FUND REVENUE- Loan fund revenue is based upon current loan revenue projections for loans already in MCEDD and OIB’s portfolios, excluding any in current litigation. The revenue for existing loans is based upon the approved loan terms for those clients. The budget was presented to the Budget Committee using a three year average of lending to project loan fund revenue. The Committee also recommended presenting a five year average and a weighted average for MCEDD loan fund revenue for comparison to the MCEDD Board. The OIB Board approved use of a three year average in approving their budget, so additional scenarios were not developed for the OIB loan fund revenue.

Loan Fund Revenue Projections Using a Three Year Average		
Fiscal Year	MCEDD	OIB
FY15	\$1,368,977	\$276,394
FY16	\$935,637	\$383,000
FY17	\$242,195 (projected)	\$0 (projected)
FY18 new loan projections <i>Average (rounded)</i>	\$850,000	\$220,000

Loan Fund Revenue Projections Using a Five Year Average	
Fiscal Year	MCEDD
FY13	\$595,744
FY14	\$1,069,655
FY15	\$1,368,977
FY16	\$935,637
FY17	\$242,195 (projected)
FY18 new loan projections <i>Average (rounded)</i>	\$842,000

Loan Fund Revenue Projections Using a Weighted Average		
Fiscal Year	Weight	MCEDD
FY15	20%	\$273,795
FY16	35%	\$327,473
FY17	45%	\$108,988
FY18 new loan projections <i>Weighted Average (rounded)</i>	100%	\$710,000

As shown above, the weighted average would reduce the loan fund projections by \$140,000 from the recommended \$850,000. The five year average is only \$8,000 below the budgeted figures for the three year average that was recommended by the Budget Committee.

The Budget Committee also recommended providing information about the number of new loans per year for the past years included in the budget. Those figures are provided below.

Fiscal Year	Number of MCEDD Loans
FY13	11
FY14	13
FY15	10
FY16	11
FY17	5

LOAN FUND PRINCIPAL REPAYMENTS- Loan fund principal repayments revenue was based on projected payments from existing loan clients and includes scheduled loan payoffs, as well as payments from new loans projected to be made in FY 2018. Adjustments were made to principal repayments for loans with a current “delinquent” status to reflect actual anticipation for repayment. Principal repayments for projected new loans anticipates a three month interest only period at the start of all new loans and a 70 month term. It anticipates that loans are booked throughout the fiscal year.

LOAN FUND INTEREST - Loan fund interest calculations are based on the following criteria:

1. Loan fund interest from current loans is included in the FY 2018 projections. However, adjustments were made to interest calculations for loans with a current “delinquent” status to reflect actual anticipation for repayment. In addition, interest payments were removed for loans which we anticipate to payoff and for loans currently in litigations or pending litigation.
2. Interest from the estimated new loans booked during the remainder of FY 2017 (from April and June 2017) is included in the FY 2018 projections.
3. Projected loan interest for loans that have scheduled balloon payments in FY 2018 are assumed to be paid in full, unless they are already in the process of restructure. If anticipated to be refinanced, the loan interest is part of the projected loan income.
4. An estimated interest rate of 7.0% was used for budgeting purposes. It is a conservative figure as the average for the past few years has been 7.5% or more on most of MCEDD’s loans. Actual individual loan interest rates vary depending on the associated risk of each loan.

The Attainable Housing Revolving Loan Fund (RLF), which was originally seeded with \$2 million from the State of Oregon, has a lower base interest rate. Projections are based on the current RLF plan, with an estimated 3.5% interest rate. In order to provide the opportunity to revolve the fund this year, we have projected full utilization of the principal. This maximizes our ability to make loans, if appropriate, but revenue also then reflects higher in both interest and fees. To offset this higher revenue which may not be realized in the fiscal year, we have allocated only a portion of revenue to expenses. The exception is with filing fees, which are fully allocated as they would be direct costs associated with any new loans.

LOAN FEE REVENUE- The following are the two primary sources of loan fee revenue:

1. Loan fees are projected to be 1.5% of the loan amount, with the exception of the Attainable Housing RLF program which charges a 1% fee. The loan fee revenue is based on the total amount of anticipated funds loaned during FY18.
2. Other fees earned include restructuring fees, loan filing fees, and late payment fees.

LOAN FUND INVESTED INTEREST - The loan fund investment income is budgeted to accrue at approximately 0.05% and is based on funds from the following categories: fund balances waiting to be loaned, loan loss reserves balance, and IRP payment funds waiting to be disbursed.

OTHER REVENUE- Other revenue includes various Special District Association longevity and SAIF credits/rebates which are included in the general fund. It also includes revenue anticipated from events including the Oregon Connections Conference.

PROJECTED EXPENSES

WAGES – Annual salaries are included for all staff based on the salary schedule approved by the Board. There are no COLA increases included this year. Step raises for eligible employees are included, with the exception of the Executive Director position. Given budget revenue considerations, the Executive Director has recommended to the Board no salary increases for her position. Notable changes in positions over the past fiscal year of note:

- The Board approved creation of a Deputy Director position in FY17, moving a Project Manager into that role. The title for the position is reflected within the wage detail but there is no sizable expense modification due to the change due to promoting an existing employee.
- There is a reduction in FTE for the Office Administrator (from a 1.0 FTE to a .50 FTE with no benefits), due to less anticipated revenue. This position has varied over the past number of years from a 0.5 to a 1.0 FTE, depending on both workload and revenue.
- There is an overall reduction in anticipated expenses for the Finance and Operations Manager position due to an anticipated retirement for this key position. Funds for training and overlap of a new employee are included in contractual expenses.

The allocation of wages reflects the duties of staff. The Executive Director is allocated across all programs based upon direct engagement with these programs in providing services, as well as providing overall leadership and direction. Project Managers are assigned to specific special projects and the planning grant. The Loan Fund Manager is assigned to loan funds and special projects that directly relate to the loan program. Administrative staff wages are allocated based upon anticipated support functions required by all functions of the organization and allocations are based upon historical and anticipated usage of time from these staff by area.

OTHER PAYROLL EXPENSES (OPE) – Payroll expenses are based on 8.75%. Fringe Benefits are calculated for budget purposes, with an overall rate of 25.2%. This rate includes changes for health insurance as the current plan for MCEDD employees will no longer be offered after December 31, 2017. The budget therefore includes six months at the higher rate plan (Plan V-A PPP) and six months at a lower rate plan (Copay A with riders). The Copay A plan is less costly overall, thus the fringe benefits costs are reduced in this budget. Other Fringe Benefits include a 457 (b) contribution at 8.75% and disability/life insurance (no significant increase for this fiscal year).

PERSONAL TIME OFF (PTO) – PTO is calculated using the predicted PTO balances as of June 30, 2017 and earned PTO for FY 2017, up to the maximum per MCEDD personnel policies. The maximum is 146.25 hours per employee (accrual up to 195 hours, with 75% liability payout = 146.25 hours). This expense is included as a General Fund expense. Due to uncertainty of PTO usage, no reduction of leave taken was incorporated into the estimated liability.

TRAVEL – The overall cost for travel for FY18 is reduced from the previous year to reflect the overall revenue changes. Certain travel for conferences were eliminated as a result, for instance, such as the SDAO conference and NADO conference. Travel costs for this fiscal year includes the following out-of-state trips: scholarship-funded out of state travel.

EVENT SERVICES – This category is primarily used for agency funds, which includes the 2018 Oregon Connections Telecommunications Conference, but also includes some event services for special projects such as the Wind Challenge.

SUPPLIES – Costs for supplies, overall, are higher than last fiscal year due to higher anticipated special projects expenditures, specifically for GTA Wind Challenge. Administrative supplies have been increased due to the required software upgrade of the QuickBooks accounting software. The supplies budget includes new computer equipment for staff on the scheduled replacement rotation.

PROFESSIONAL SERVICES

LEGAL SERVICES – Costs associated with legal services are estimated higher than the prior budget, due to the actual costs that were associated with legal services for FY17. It also includes a higher estimate for legal costs reflective of the Oregon Investment Board’s recommendation for legal costs associated with their loan program.

AUDIT – The FY18 budget reflects the anticipated cost for auditing services which are under contract.

CONTRACTUAL –Special projects include a number of anticipated large contractual service expenses, particularly for continuation of the Government Affairs and Communications Specialist contract. Overall, contractual expenses are less than the year prior, in part due to the Agora Platform project, which will be completed by end of FY18. Due to the anticipated retirement of the Finance and Operations Manager, we have included an allocation for a contractual worker to allow for some additional training. This allocation is included as contract reimbursement in our general fund to avoid any impacts of the expense to programs. It would reduce our general fund carryover and, if continuing to retain this element in the budget, it would be a conscious investment of the Budget Committee and Board.

COMMUNICATIONS

ADVERTISING has slightly increased due to the anticipated advertising for hiring of staff. The largest advertising expense is included for the JDRT special project.

POSTAGE/FREIGHT has slightly decreased based on review of prior year’s actual expenditures.

PRINTING has slightly increased to allow for cost increases and support for special projects.

BUILDING COSTS- The contracted building rent is used for budget purposes and includes a very small additional allocation to provide MCEDD the ability to make a modification in case the building rehabilitation prevents the agency from remaining in the facility for a short period of time. Included in the building cost is the allocated expense for the remodeling of the office space at 515 E 2nd Street, The Dalles, Oregon. The remodeling expense was paid in FY14 through the General Fund. It is being repaid

by allocating the expense to all programs over a 10 year period (the life of the improvements and the anticipated lease), which started in FY14.

BOND AND INSURANCE - The anticipated expenses for bonds and insurance have been increased slightly over the prior year due to the anticipated costs, which were based on a review of actual historical costs and anticipation for the current fiscal year.

GRANTS – The Oregon Investment Board (OIB) is the only fund in MCEDD’s budget which provides grants to other entities. The fund’s anticipated expenditures were included as recommended by the OIB, which includes a grant budget of \$15,000.

REVOLVING LOAN FUND

IRP LOAN PAYMENTS – MCEDD has five IRP loans (\$750,000, \$1 million, \$600,000, \$310,000, and \$200,000) through the USDA that require annual payments. Included in the FY18 budget are payments of both principal and interest for all five loans.

EDA RLFS- Built into the Operational Budget for the EDA Revolving Loan Funds is a 50% allocation of the projected revenue that will be restricted for relending purposes only. This satisfies the requirement from EDA to ensure administrative expenses remain 50% or less of loan fund revenue.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2018 BUDGET**

BUDGET APPROPRIATION BY CATEGORY

REVENUES:		
LOAN FUNDS (AVAILABLE TO LOAN)	4,869,156	
CARRYOVER FY17 - RESTRICTED FUNDS	92,803	
CARRYOVER FY17 - UNRESTRICTED FUNDS	341,158	
CARRYOVER FY 18 - TOTAL	5,303,117	
FEDERAL	206,369	
STATE	38,954	
LOCAL MATCH	19,000	
LOCAL ASSESSMENTS	50,034	
CONTRACT REIMBURSEMENT	380,151	
PRINCIPAL REPAYMENTS	1,038,895	
LOAN INTEREST	362,595	
LOAN FEES	49,691	
OTHER REVENUE	36,105	
IN-KIND	24,473	
INVESTED FUNDS INTEREST	1,645	
TOTAL REVENUES	7,511,029	
EXPENDITURES:		
PERSONNEL COSTS	629,267	
MATERIALS AND SERVICES	442,352	
GRANTS DISBURSED	15,000	
REVOLVING LOAN FUND		
NEW LOANS MADE	2,959,000	
PRINCIPAL & INT LOAN PAYMENT	121,380	
ENDING AVAILABLE TO BE LOANED	2,969,006	
REVOLVING LOAN FUND	6,049,386	
CARRYOVER		
CARRYOVER - RESTRICTED	35,194	
CARRYOVER - UNRESTRICTED	339,830	
CARRYOVER TOTAL	375,024	
TOTAL EXPENDITURES	7,511,029	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY18 HISTORICAL DATA**

	A	B	C	D	E	F	G	H	I
1					PROPOSED	APPROVED	ADOPTED	REVISED	1
2	2014-15	2015-16	2016-17		2017-18	2017-18	2017-18		2
3	SUPPL	SUPPL		DESCRIPTION	BUDGET COMMITTEE	BUDGET COMMITTEE	MCEDD BOARD	MCEDD BOARD	3
4									4
5				REVENUES					5
6	2,381,079	4,560,484	4,283,096	LOAN FUNDS (AVAILABLE TO LOAN)	4,869,156	4,869,156			6
7	72,110	81,196	113,566	CARRYOVER - RESTRICTED FUNDS	92,803	92,803			7
8	318,224	270,529	288,703	CARRYOVER - UNRESTRICTED FUNDS	341,158	341,158			8
9	2,771,413	4,912,209	4,685,365	TOTAL CARRYOVER	5,303,117	5,303,117			9
10									10
11	481,173	218,736	193,769	FEDERAL	206,369	206,369			11
12	2,031,238	34,300	60,068	STATE	38,954	38,954			12
13	68,859	37,990	23,000	LOCAL MATCH	19,000	19,000			13
14	45,529	45,530	45,530	LOCAL ASSESSMENTS	50,034	50,034			14
15	475,124	499,123	388,870	CONTRACT REIMBURSEMENTS	380,151	380,151			15
16	1,643,718	1,366,589	787,125	PRINCIPAL REPAYMENTS	1,038,895	1,038,895			16
17	358,797	419,521	405,012	LOAN INTEREST	362,595	362,595			17
18	51,802	64,969	57,824	LOAN FEES	49,691	49,691			18
19	52,557	49,562	31,800	OTHER REVENUE	36,105	36,105			19
20	95,798	66,448	63,923	IN-KIND	24,473	24,473			20
21	2,397	4,070	2,260	INVESTED FUNDS INTEREST	1,645	1,645			21
22	8,078,405	7,719,047	6,744,546	TOTAL REVENUE	7,511,029	7,511,029	0		22
23									23
24				EXPENDITURES					24
25				PERSONNEL COSTS:					25
26	437,938	457,877	472,383	WAGES	475,052	475,052			26
27	120,798	123,965	135,577	FRINGE BENEFITS	115,866	115,866			27
28	38,340	39,543	41,248	PAYROLL TAXES	38,349	38,349			28
29	597,076	621,385	649,208	TOTAL PERSONNEL COSTS	629,267	629,267	0		29
30									30
31				MATERIALS AND SERVICES:					31
32	36,163	36,293	30,859	TRAVEL	27,594	27,594			32
33	30,150	26,000	22,891	EVENT SERVICES	22,790	22,790			33
34	3,990	4,039	4,500	EQUIPMENT	4,500	4,500			34
35	34,027	44,575	32,116	SUPPLIES	42,010	42,010			35
36				PROFESSIONAL SERVICES:					36
37	4,567	5,700	6,950	Legal	10,789	10,789			37
38	15,500	15,755	13,150	Audit	13,414	13,414			38
39	11,400	16,400	14,874	Title/Lien Search/Filing Fees	8,451	8,451			39
40	336,235	305,498	254,481	Contractual	224,490	224,490			40
41				COMMUNICATIONS:					41
42	11,725	8,865	8,000	Advertising	8,285	8,285			42
43	2,553	2,680	2,500	Postage & Freight	2,250	2,250			43
44	4,159	6,300	8,200	Printing	9,875	9,875			44
45	900	1,150	280	Pubs & Subs	280	280			45
46	7,562	8,950	8,950	Telephone & Networking Expenses	9,150	9,150			46
47				BUILDING COSTS:					47
48	12,660	13,049	13,440	Rent	17,714	17,714			48
49	5,100	5,100	5,000	Utilities and Janitorial	4,900	4,900			49
50				Building Remodel - Allocation of Expenses	-	-			50
51	520	500	500	Building Repairs and Maintenance	800	800			51
52	3,428	3,450	3,350	BOND AND INSURANCE	3,410	3,410			52
53				OTHER MATERIALS & SERVICES:					53
54	7,100	10,938	7,050	Dues and Fees	5,104	5,104			54
55	20,358	300	890	Other	2,073	2,073			55
56	95,798	66,448	63,923	In-Kind	24,473	24,473			56
57	643,895	581,990	501,904	TOTAL MATERIALS AND SERVICES	442,352	442,352	0		57
58									58
59	50,000	45,000	25,000	GRANTS DISBURSED	15,000	15,000			59
60									60
61				REVOLVING LOAN FUND:					61
62	2,925,000	3,660,000	3,350,000	New Loans Made	2,959,000	2,959,000			62
63	89,019	89,835	100,795	IRP Payment-Principal Portion	101,775	101,775			63
64	22,333	21,513	20,611	IRP Payment-Interest Portion	19,605	19,605			64
65	3,331,449	2,311,658	1,759,829	Ending Available to be Loaned	2,969,006	2,969,006			65
66	6,367,801	6,083,006	5,231,235	TOTAL REVOLVING LOAN FUND	6,049,386	6,049,386	0		66
67									67
68	50,501	96,995	25,094	CARRYOVER - RESTRICTED	35,194	35,194			68
69	369,132	290,671	312,105	CARRYOVER - UNRESTRICTED	339,830	339,830			69
70	419,633	387,666	337,199	TOTAL CARRYOVER	375,024	375,024			70
71	8,078,405	7,719,047	6,744,546	TOTAL EXPENDITURES	7,511,029	7,511,029	0	0	71

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2018 ALL FUNDS BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y			
1	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLFs	345/E345 RLF REG STRAT	350/E350 RBEG- OR	355/E355 RBEG-WA	357/E357 RBEG- KL/SK	370/E370 CDBG- MICRO ENT	371 E371 HOUSING RLF	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	E903 CGBREZ AGENCY	E904 OR CONNX AGENCY	E905 JDRT GENERAL	E906 TRAVEL OR JDRT	E580 ARTS CLUSTER	TOTAL	1			
2	BEGINNING BALANCES																									2		
3	Loan Funds Available to Loan	723,643	71,272	68,305	227,730	126,072	58,104	94,680	125,854	68,385	1,889,000							1,416,111							4,869,156	3		
4	Restricted Carryover from FY17														36,000				26,995	17,000	11,400	1,000	408		92,803	4		
5	Unrestricted Carryover from FY17	25,334	7,520	17,995		1,397					-					288,912									341,158	5		
6	TOTAL FUND AVAIL FOR FY18	748,977	78,792	86,300	227,730	127,469	58,104	94,680	125,854	68,385	1,889,000	-	-	-	36,000	288,912	-	1,416,111	26,995	17,000	11,400	1,000	408		5,303,117	6		
7																											7	
8	REVENUE																										8	
9	Federal	-	-	-	-	-	-	-	-	-	-	80,000			126,369											206,369	9	
10	State	-	-	-	-	-	-	-	-	-	-	-			38,954											38,954	10	
11	Local Match	-	-	-	-	-	-	-	-	-	-	47,034			10,000	(50,034)					11,000	1,000				19,000	11	
12	Local Assessments	-	-	-	-	-	-	-	-	-	-	-			-	50,034										50,034	12	
13	Contract Reimbursement	-	-	-	-	-	-	-	-	-	-	-	92,205	281,246	1,700							4,000	1,000			380,151	13	
14	Principal Payments	420,940	23,469	27,902	76,056	2,995	18,766		232	13,581								454,954								1,038,895	14	
15	Loan Interest	137,794	12,553	17,554	42,786	3,125	18,735	-	467	2,522	29,516	-						97,543								362,595	15	
16	Loan Processing Fees	7,425	1,125	150	3,000	-	750	-	300	-	18,890	-						3,300								34,940	16	
17	Loan Filing Fees	1,631	247	33	659	-	165	-	66	-	5,000	-						350								8,151	17	
18	Loan Late Fees	900	50	50	500	50	300	50	100	100	-	-						4,500								6,600	18	
19	Other Revenue	-	-	-	-	-	-	-	-	-	-	-			-	500	1,500			34,105						36,105	19	
20	In-Kind	-	-	-	-	-	-	-	-	-	-	-			24,473	-	-									24,473	20	
21	Invested Funds Interest	425	12	12	78	63	22	24	62	30	100	-				200	-	613		4						1,645	21	
22	TOTAL REVENUE	569,115	37,456	45,701	123,079	6,233	38,738	74	1,227	16,233	53,506	-	127,034	92,205	481,042	2,400	1,500	561,260	-	34,109	15,000	2,000	-		2,207,912	22		
23																											23	
24	WAGES																										24	
25	Executive Director	2,503	284	241	1,216	167	1,033	4	51	137	1,122	3,000	43,450	18,950	12,100	403	4,581									89,242	25	
26	Deputy Director - 1 @ .80 FTE	-	-	365	-	-	-	-	-	208	-	-	-	-	51,645	2,804	1,198									56,220	31	
27	Finance Manager 1.2 FTE	3,791	430		1,841	254	1,564	6	78	-	1,699	2,908	9,947	7,220	35,142	4,096	6,494									75,470	26	
28	Loan Fund Manager	9,593	1,099	722	6,523	692	5,766	16	213	566	3,034	13,031	-	27,950	2,300	59	1,100									72,664	27	
29	Project Managers :	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-									-	28	
30	Part-time Project Manager	-	-	-	-	-	-	-	-	-	-	-	5,400	-	29,760	1,962	450									37,572	29	
31	Mobility/Project Manager 1.0 FTE	-	-	-	-	-	-	-	-	-	-	-	-	-	55,478	2,461	1,100									59,039	30	
32	Project Manager 1.0 FTE	-	-	-	-	-	-	-	-	-	-	-	9,000	-	47,661	1,686	824									59,171	32	
33	Office Administrator	1,252	142	121	608	84	516	2	26	69	561	613	3,284	2,383	9,797	2,550	3,666									25,674	33	
34	Total Wages	17,139	1,955	1,449	10,188	1,197	8,879	28	368	980	6,416	19,552	71,081	56,503	243,883	16,021	19,413									475,052	34	
35	Fringe Benefits	4,326	494	366	2,571	302	2,241	7	93	247	1,619	4,935	17,942	14,262	61,561	-	4,900									115,866	35	
36	Payroll Taxes	1,384	158	117	822	97	717	2	30	79	518	1,578	5,738	4,561	19,688	1,293	1,567									38,349	36	
37	TOTAL PERSONNEL COSTS	22,849	2,607	1,932	13,581	1,596	11,837	37	491	1,306	8,553	26,065	94,761	75,326	325,132	17,314	25,880									629,267	37	
38																											38	
39	TRAVEL & CONFERENCES	1,353	154	130	732	90	558	2	28	74	682	600	5,520	919	13,052	1,700	2,000									27,594	39	
40	EVENT SERVICES	-	-	-	-	-	-	-	-	-	-	-	500	-	1,900	-	500			19,890						22,790	40	
41	EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	4,500									4,500	41	
42	SUPPLIES	-	-	-	-	-	-	-	-	-	-	-	1,000	150	28,960	-	9,000			2,900						42,010	42	
43	PROFESSIONAL SERVICES																										43	
44	Legal	1,765	200	170	857	33	728	3	36	97	-	400	-	-	-	-	500	6,000								10,789	44	
45	Auditing	1,446	136	174	459	32	195	1	10	26	522	-	4,000	3,000	-	-	3,413									13,414	45	
46	Filing Fees	1,631	247	33	659	-	165	-	66	-	5,000	100	-	-	-	-	200	350								8,451	46	
47	Contractual	-	-	-	-	-	-	-	-	-	-	2,000	-	70,750	17,150	2,000		92,205	26,595	9,590	1,200	3,000				224,490	47	
48	COMMUNICATIONS																										48	
49	Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	250	-	2,035									6,000	8,285	49
50	Postage & Freight	-	-	-	-	-	-	-	-	-	-	-	-	-	100	-	2,000								100	50	2,250	50
51	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-	1,150	-	700			475	7,550					9,875	51	
52	Pubs & Subs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	280									280	52	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2018 ALL FUNDS BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	
1	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLFs	345/E345 RLF REG STRAT	350/E350 RBEG- OR	355/E355 RBEG-WA	357/E357 RBEG- KL/SK	370/E370 CDBG- MICRO ENT	371 E371 HOUSING RLF	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	E903 CGBREZ AGENCY	E904 OR CONNX AGENCY	E905 JDRT GENERAL	E906 TRAVEL OR JDRT	E580 ARTS CLUSTER	TOTAL	1	
53	Telephone & Networking	-	-	-	-	-	-	-	-	-	-	500	500	500	2,005	-	5,445		150		50				9,150	53
54	BUILDING COSTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-									54
55	Rent	-	-	-	-	-	-	-	-	-	-	1,250	4,100	2,200	3,870	-	6,294								17,714	55
56	Building Utilities & Janitorial	-	-	-	-	-	-	-	-	-	-	-	-	-	500	-	4,400								4,900	56
57	Building Remodel - Allocation	-	-	-	-	-	-	-	-	-	-	500	500	450	-	(3,061)	1,611								-	57
58	Building Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	800								800	58
59	BOND AND INSURANCE	-	-	-	350	-	-	-	-	-	-	-	-	-	-	-	3,060								3,410	59
60	OTHER MATERIALS & SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-									60
61	Dues and Fees	-	-	-	-	-	-	-	-	-	-	800	2,000	-	160	-	1,894		250						5,104	61
62	Other	247	23	30	-	-	-	-	-	-	-	-	-	-	1,075	-	148			550					2,073	62
63	IN-KIND	-	-	-	-	-	-	-	-	-	-	-	-	-	24,473	-	-								24,473	63
64	GRANTS DISTRIBUTED																		15,000						15,000	64
65	REVOLVING LOAN FUND																									65
66	New Loans Made	495,000	75,000	10,000	200,000		50,000		20,000		1,889,000								220,000						2,959,000	66
67	Loan Principal	85,018	6,624	10,133																					101,775	67
68	Loan Interest	14,740	1,866	2,999																					19,605	68
69	Ending Loan Available Balance	649,583	19,741	86,207	127,296	129,067	29,661	94,698	106,278	82,659	-							1,643,816							2,969,006	69
70	Carryover to FY19 (Restricted Funds)														5,632						17,704	11,500		358	35,194	70
71	Carryover to FY19 (Unrestricted Funds)	25,356	7,789	18,002		2,326					31,811				(3,663)	258,209									339,830	71
72	TOTAL DIRECT EXPENSES	#####	114,387	129,810	343,934	133,144	93,144	94,741	126,909	84,162	1,935,568	30,215	114,881	82,545	475,346	291,312	76,660	1,977,371	26,995	51,109	26,400	3,000	408	7,511,029	72	
73	LOAN FUNDS SPREAD	16,175	1,527	1,943	5,133	353	2,180	8	109	289	5,841	-	-	-	-										33,558	73
74	ADMIN SPREAD	2,929	334	248	1,742	205	1,518	5	63	167	1,097	3,343	12,153	9,660	41,696										75,160	74
75	TL EXPENSES WITH INDIRECT	#####	116,248	132,001	350,809	133,702	96,842	94,754	127,081	84,618	1,942,506	33,558	127,034	92,205	517,042	291,312	76,660	1,977,371	26,995	51,109	26,400	3,000	408	7,619,747	75	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2018 OPERATIONAL BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S		
										370		390									
1	DESCRIPTION	320 IRP	321 IRP SHERMAN	322 IRP WA	336 EDA RLFS	345 RLF REG STRAT	350 RBEG- OR	355 RBEG-WA	357 RBEG- KL/SK	CDBG- MICRO ENT	371 HOUSING RLF	GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	802/804 GENERAL FUND	801 ADMIN	TOTAL	1		
2	BEGINNING BALANCES																			2	
3	Restricted Carryover from FY17														36,000				36,000	3	
4	Unrestricted Carryover from FY17	25,334	7,520	17,995		1,397					-					288,912			341,158	4	
5	TOTAL FUND AVAIL FOR FY18	25,334	7,520	17,995	-	1,397	-	-	-	-	-	-	-	-	36,000	288,912	-	377,158	5		
6																				6	
7	REVENUE																			7	
8	Federal												80,000		126,369				206,369	8	
9	State														38,954				38,954	9	
10	Local Match												47,034		10,000	(50,034)			7,000	10	
11	Local Assessments															50,034			50,034	11	
12	Contract Reimbursements													92,205	281,246	1,700			375,151	12	
13	Loan Interest	137,794	12,553	17,554	42,786	3,125	18,735		467	2,522	29,516								265,052	13	
14	Loan Processing Fees	7,425	1,125	150	3,000		750		300		18,890								31,640	14	
15	Loan Filing Fees	1,631	247	33	659	-	165	-	66	-	5,000								7,801	15	
16	Loan Late Fees	900	50	50	500	50	300	50	100	100									2,100	16	
17	Other Revenue														-	500	1,500		2,000	17	
18	In-Kind														24,473				24,473	18	
19	Invested Funds Interest	425	12	12	78	63	22	24	62	30	100					200			1,028	19	
20	TOTAL REVENUE	148,175	13,987	17,799	47,023	3,238	19,972	74	995	2,652	53,506	-	127,034	92,205	481,042	2,400	1,500	1,011,602	20		
21																				21	
22	WAGES																			22	
23	Executive Director	2,503	284	241	1,216	167	1,033	4	51	137	1,122	3,000	43,450	18,950	12,100	403	4,581	89,242	89,242	23	
24	Deputy Director - 1 @ .80 FTE														51,645	2,804	1,198		55,647	29	
25	Finance Manager	3,791	430	365	1,841	254	1,564	6	78	208	1,699	2,908	9,947	7,220	35,142	4,096	6,494		76,043	24	
26	Loan Fund Manager	9,593	1,099	722	6,523	692	5,766	16	213	567	3,034	13,031		27,950	2,300	59	1,100		72,665	25	
27	Project Managers :																			26	
28	Part-time Project Manager												5,400		29,760	1,962	450		37,572	27	
29	Mobility/Project Manager 1.0 FTE														55,478	2,461	1,100		59,039	28	
30	Project Manager 1.0 FTE												9,000		47,661	1,686	824		59,171	30	
31	Office Administrator 1 @ .50 FTE	1,252	142	121	608	84	516	2	26	69	561	613	3,284	2,383	9,797	2,550	3,666		25,674	31	
32	Total Wages	17,139	1,955	1,449	10,188	1,197	8,879	28	368	981	6,416	19,552	71,081	56,503	243,883	16,021	19,413	475,053	32		
33	Fringe Benefits	4,326	494	366	2,571	302	2,241	7	93	248	1,619	4,935	17,942	14,262	61,561		4,900		115,867	33	
34	Payroll Taxes	1,384	158	117	822	97	717	2	30	79	518	1,578	5,738	4,561	19,688	1,293	1,567		38,349	34	
35	TOTAL PERSONNEL COSTS	22,849	2,607	1,932	13,581	1,596	11,837	37	491	1,308	8,553	26,065	94,761	75,326	325,132	17,314	25,880	629,269	35		
36																				36	
37	TRAVEL & CONFERENCES	1,353	154	130	732	90	558	2	28	74	682	600	5,520	919	13,052	1,700	2,000		27,594	37	
38	EVENT SERVICES												500		1,900			500		2,900	38
39	EQUIPMENT														-			4,500		4,500	39
40	SUPPLIES												1,000	150	28,960			9,000		39,110	40
41	PROFESSIONAL SERVICES																			41	
42	Legal	1,765	200	170	857	33	728	3	36	97		400			-		500		4,789	42	
43	Auditing	1,446	136	174	459	32	195	1	10	26	522		4,000	3,000	-		3,413		13,414	43	
44	Filing Fees	1,631	247	33	659	-	165	-	66	-	5,000	100			-		200		8,101	44	
45	Contractual												2,000		70,750	17,150	2,000		91,900	45	
46	COMMUNICATIONS														-				-	46	
47	Advertising														250		2,035		2,285	47	
48	Postage & Freight														100		2,000		2,100	48	
49	Printing														1,150		700		1,850	49	
50	Pubs & Subs																280		280	50	
51	Telephone & Networking											500	500	500	2,005		5,445		8,950	51	
52	BUILDING COSTS																			52	
53	Rent											1,250	4,100	2,200	3,870		6,294		17,714	53	
54	Building Utilities & Janitorial														500		4,400		4,900	54	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2018 OPERATIONAL BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S
1	DESCRIPTION	320 IRP	321 IRP SHERMAN	322 IRP WA	336 EDA RLFS	345 RLF REG STRAT	350 RBEG- OR	355 RBEG-WA	357 RBEG- KL/SK	370 CDBG- MICRO ENT	371 HOUSING RLF	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	802/804 GENERAL FUND	801 ADMIN	TOTAL	1
55	Building Remodel - Allocation											500	500	450	-	(3,061)	1,611	-	55
56	Building Repairs & Maintenance														-		800	800	56
57	BOND AND INSURANCE				350										-		3,060	3,410	57
58	OTHER MATERIALS & SERVICES														-				58
59	Dues and Fees											800	2,000		160		1,894	4,854	59
60	Other	247	23	30											1,075	148	1,523	60	
61	IN-KIND														24,473		24,473	61	
62	REVOLVING LOAN FUND																		62
63	Loan Principal	85,018	6,624	10,133														101,775	63
64	Loan Interest	14,740	1,866	2,999														19,605	64
65	Carryover to FY19 (Restricted Funds)				23,510		2,791	18	192	691					5,632			32,834	65
66	Carryover to FY19 (Unrestricted Funds)	25,356	7,789	18,002		2,326					31,811				(3,663)	258,209		339,830	66
67	TOTAL EX W/O INDIRECT	154,405	19,646	33,603	40,148	4,077	16,274	61	823	2,196	46,568	30,215	114,881	82,545	475,346	291,312	76,660	1,388,760	67
68	LOAN FUNDS SPREAD	16,175	1,527	1,943	5,133	353	2,180	8	109	289	5,841							33,558	68
69	ADMIN SPREAD	2,929	334	248	1,742	205	1,518	5	63	167	1,097	3,343	12,153	9,660	41,696			75,160	69
70	TOTAL EXPENSES	173,509	21,507	35,794	47,023	4,635	19,972	74	995	2,652	53,506	33,558	127,034	92,205	517,042	291,312	76,660	1,497,478	70

LOCAL ASSESSMENT - FY18		
		FY18
CURRENT	2010 POPULATION	\$0.50 PER CAPITA
COUNTIES		
Hood River (Unincorp.)	14,035	7,018
Sherman	1,765	883
Wasco (Unincorp.)	10,056	5,028
Klickitat (Unincorp.)	13,975	6,988
Skamania (Unincorp.)	8,645	4,323
TOTAL COUNTIES		24,238
CITIES		
Antelope	46	23
Dufur	604	302
Maupin	418	209
Mosier	433	217
Shaniko	36	18
The Dalles	13,620	6,810
Cascade Locks	1,144	572
Hood River	7,167	3,584
North Bonneville	956	478
Stevenson	1,465	733
Bingen	712	356
Goldendale	3,407	1,704
White Salmon	2,224	1,112
TOTAL CITIES		16,116
TOTAL PER CAPITA	80,708	40,354
		\$1,936 PER PORT
PORTS		
Hood River		1,936
The Dalles		1,936
Klickitat		1,936
Skamania		1,936
Cascade Locks		1,936
TOTAL PORTS		9,680
TOTAL		50,034

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY18 BUDGET**

SALARY SCALE						
Executive Director						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
\$72,792	\$76,432	\$80,253	\$84,266	\$88,479	\$92,903	
Deputy Director						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
\$54,405	\$57,125	\$59,981	\$62,980	\$66,128	\$69,434	
Finance Manager						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
\$56,372	\$59,191	\$62,149	\$65,258	\$68,521	\$71,945	
Loan Fund Manager						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
\$56,372	\$59,191	\$62,149	\$65,258	\$68,521	\$71,945	
Project Manager						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
\$51,814	\$54,405	\$57,125	\$59,981	\$62,980	\$66,128	
Office Administrator						
Step 1	Step 2	Step 3	Step 4	Step 5	Step 6	
\$42,281	\$44,396	\$46,615	\$48,946	\$51,394	\$53,963	
21.68	22.77	23.91	25.10	26.36	27.67	

MEDICAL COVERAGE

Covers	Plan (s)	Deductible	Rider	Rider	Rider
All Eligible Employees	Plan V-A PPP Copay A	\$100 \$250	Vision Vision	Alternative Alternative	Well Baby N/A
<i>Cost of Plan</i>		Emp Only	Emp + 1	Emp + Family	
Monthly Employer Share		690.68	1,077.58	1,332.54	
Monthly Employee Share			386.90	641.86	
Total			1,464.47	1,974.40	
Annual Employer Share		8,288.16	12,930.90	15,990.48	
Annual Employee Share			4,642.74	7,702.32	

Dental				
Covers	Plan	Deductible		
All Employees	Dental II	\$0		
<i>Cost of Plan</i>		Emp Only	Emp + 1	Emp + 2
Monthly Employer Share		53.26	73.13	107.46
Monthly Employee Share			19.87	54.20
Total		53.26	93.00	161.66
Annual Employer Share		639.14	877.55	1,289.52
Annual Employee Share			238.41	650.37

Life Coverages - Employer Provided (based on eligibility/FTE)

Life 1.5 X Salary - Covers: all employees
 AD & D Matching life amount - Covers: all employees
 LTD 50% of salary - Covers: all employees

Retirement - Employer Provided

Employees receive 8.75% of annual salary placed in existing 457(b) Program.



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
RESOLUTION 2017-2
UPDATED TITLE VI POLICY AND LEP PLAN**

WHEREAS, in March 2015 MCEDD adopted a updated Title VI Policy in accordance with federal funding requirements; and

WHEREAS, MCEDD staff has prepared an updated Title IV Policy and Limited English Proficiency (LEP) Plan to reflect changing conditions in the region;

NOW THEREFORE, BE IT RESOLVED by the MCEDD Board of Directors to adopt the updated Title VI Policy and Limited English Proficiency Plan as attached to this Resolution.

PASSED AND APPROVED THIS 15th DAY OF JUNE 2017.

ATTEST:

**MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT**

Sherry Bohn, Office Administrator

Jan Bending, Chair of the Board

**Mid-Columbia Economic
Development District (MCEDD)**

TITLE VI PLAN

Adopted June 15, 2017

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Introduction

Title VI of the Civil Rights Act of 1964 prohibits discrimination on the basis of race, color and national origin in programs and activities receiving Federal financial assistance.

Mid-Columbia Economic Development District (MCEDD) is committed to ensuring that no person is excluded from participation in, or denied the benefits of its programs and services on the basis of race, color, sex, or national origin, as protected by Title VI in Federal Transit Administration (FTA) Circular 4702.1.A

Title VI Complaint Procedures

In order to comply with 49 CFR Section 21.9(b), MCEDD has developed procedures for investigating and tracking Title VI complaints filed against them and make their procedures for filing a complaint available to members of the public upon request. Complainants, or their representative, may file a written complaint with the Title VI Complaint Coordinator at any time within one hundred and eighty (180) days from the date of the alleged discriminatory act.

If you believe you have been subjected to discrimination under Title VI, you may file a complaint.

How to file a Title VI Complaint

You may file a signed, written complaint up to one hundred and eighty (180) days from the date of alleged discrimination. The complaint should include the following information:

- Your name, mailing address, and how to contact you (i.e., telephone number, email address, etc.)
- Name, address, phone number and relationship of Representative to Complainant, if applicable
- How, when, where and why you believe you were discriminated against. Include the location, names and contact information of any witnesses.
- Other information that you deem significant

A form is available at <http://www.mcedd.org/about/policies.htm>, which may be completed for this purpose. (Attachment B)

The complaint may also be filed in writing with MCEDD at the following address:

Mid-Columbia Economic Development District

515 East 2nd Street

The Dalles, OR 97058

By phone: 541-296-2266

By fax: 541-296-3283

NOTE: MCEDD encourages all complainants to certify all mail that is sent through the U.S. Postal Service and/or ensure that all written correspondence can be tracked easily. For complaints originally submitted by facsimile, an original, signed copy of the complaint must be mailed to the Title VI Coordinator as soon as possible, but no later than 180 days from the alleged date of discrimination.

What happens to your complaint after it is submitted to MCEDD?

All complaints alleging discrimination based on race, color or national origin in a service or benefit provided by MCEDD will be directly addressed by MCEDD. MCEDD provides for staff to take complaints and forward them to the Title VI Complaint Coordinator (Office Administrator) who categorizes, tracks them, and develops responses and forwards them to the MCEDD Executive Director for approval. The Executive Director will investigate the complaint and make a determination. Formal investigation of the complaint will be confidential and will include, but is not limited to, details of the specific incident, frequency and dates of occurrences and names of any witnesses. Customer will be notified of resolution.

MCEDD shall also provide appropriate assistance to complainants, including those persons with disabilities, or who are limited in their ability to communicate in English. Additionally, MCEDD shall make every effort to address all complaints in an expeditious and thorough manner.

In instances where additional information is needed for investigation of the complaint, MCEDD will contact the complainant in writing. Please note that in responding to any requests for additional information, a complainant's failure to provide the requested information may result in the administrative closure of the complaint.

Once sufficient information for investigating the complaint is received by MCEDD, a written response will be drafted, subject to review by the organization's attorney. If appropriate, MCEDD's attorney may administratively close the complaint. In this case, MCEDD will notify the complainant of the action as soon as possible.

How you will be notified of the outcome of your complaint

MCEDD will send a final written response to the complainant and advise the complainant of his or her right to 1) appeal within seven (7) calendar days of receipt of the final written decision from MCEDD, and/or 2) file a complaint externally with the U.S. Department of Transportation and/or the Federal Transit Administration. Every effort will be made to respond to Title VI complaints within 60 working days of receipt of such complaints, if not sooner.

An appeal request for review of a determination of unlawful denial of access or accommodation to services must be filed, in writing, within 60 calendar days of the incident. The written appeal must include the customer's name, address, and telephone contact number. A statement of reason(s) why the applicant believes the denial of accommodation request or access to services was inappropriate is recommended.

The MCEDD Board of Directors will set a mutually agreed-upon time and place for the review process with the applicant and/or representatives within 30 days of the request. The applicant may submit documents or other information to be included with the record and considered in the review process. Anyone needing special accommodations may contact MCEDD at 541-296-2266 for assistance.

The right of the appellant to a prompt and equitable resolution of the complaint must not be impaired by the appellant's pursuit of other remedies, such as filing of a complaint with the Department of Justice or other appropriate federal agency or the filing of a suit in state or federal court. Use of this procedure is not a prerequisite to the pursuit of other remedies.

In addition to the complaint process described above, a complainant may file a Title VI complaint or lawsuit with the following offices:

Federal Transit Administration Office of Civil Rights
Attention: Title VI Program Coordinator
East Building, 5th Floor – TCR
1200 New Jersey Ave., SE
Washington, DC 20590

Washington State Department of Transportation
Public Transportation Division
Attn: Title VI Coordinator
PO Box 47387
Olympia, WA 98504-47387

U.S. Department of Justice
Civil Rights Division
Coordination and Review
Section – NWB
950 Pennsylvania Ave, NW
Washington, DC 20530

Disposition of Complaints and Resolution

Sustained Complaints- If the complaint is substantiated and a probable cause of a discriminatory practice based on race, color, or national origin is found to exist, MCEDD shall endeavor to eliminate said practice by means of a Remedial Action Plan. The Remedial Plan shall include: a list of all corrective actions accepted by the agency; description of how the corrective action will be implemented; and a written assurance that the agency will implement the accepted corrective action in the manner discussed in the plan.

Unsustained Complaints- If there is insufficient evidence to either prove or disprove the allegation(s) both parties to the complaint will be informed of the reason(s) for this disposition.

Unfounded Complaint- If it is determined that an act reported pursuant to this policy/procedure did not in fact occur, a finding of unfounded shall be made.

Exonerated Complaints- If it is determined that an act reported pursuant to this policy/procedure did in fact occur, but was lawful and proper within the guidelines established herein, a finding of exonerated shall be made.

Recording Title VI Investigations, Complaints and Lawsuits

In order to comply with 49 CFR Section 21.9(b), MCEDD prepares and maintains a list of any active investigations conducted by entities other than the FTA, lawsuits, or complaints naming MCEDD that allege discrimination on the basis of race, color, or national origin. This list includes the date of the investigation, lawsuit, or complaint was filed; a summary of the allegation(s); the status of the investigation, lawsuit, or complaint; and actions taken by the recipient in response to the investigation, lawsuit, or complaint. The MCEDD Title VI Complaint Coordinator (Office Administrator) maintains these files until closed. The MCEDD Title VI Complaint Coordinator will also maintain a log of all complaints received. Records will be stored according to state and federal record retention requirements. Tracked information will be reported to WSDOT as the grantor of the funds as required in the WSDOT “Guide to Managing Public Transportation Grants.”

Additional Information Upon Request

At the discretion of FTA, information other than that required by the referenced circular may be requested, in writing, from MCEDD in order to investigate complaints of discrimination or to resolve concerns about possible noncompliance with Title VI requirements. The MCEDD Title VI Complaint Coordinator is available to provide additional information as needed and to respond to any inquiry.

Board Composition

At this time, the Mid-Columbia Economic Development District does not have a transit-related, non-elected planning board, advisory council, or committee. MCEDD is overseen by a Board of Directors, and the table depicting the membership of this Board as of June 2017 is depicted in the table below.

	Caucasian	Hispanic or Latino	Black or African American	Asian	Native Hawaiian	American Indian or Alaskan Native	Two or more races	Other
Region Population (2010 Census)	70,005	13,154	307	732	213	1,981	2,379	5,091
MCEDD Board of Directors	20	1	0	0		0		

Record of Title VI or Other Civil Rights Investigations, Complaints or Lawsuits

To date, there have been no Title VI investigations, complaints or lawsuits.

Limited English Proficiency Plan

MCEDD is committed to breaking down language barriers by implementing consistent standards of language assistance across its service area. MCEDD has adopted an updated Limited English Proficiency Plan as part of our Title VI policy. The plan is attached.

Notifying Beneficiaries of Their Rights Under Title VI

Our website includes our Title VI policy and complaint form. The website also states the Anti-Discrimination Statement listed on page 10 of this plan. MCEDD's Title VI policy and complaint form are also posted at MCEDD's office (located at 515 East 2nd Street, The Dalles, OR). Individuals who believe they have been discriminated against may request a complaint form from the Office Administrator at MCEDD's office.

Analysis of Construction Projects

Over the last three years MCEDD has not completed a construction project requiring an environmental assessment (EA) or environmental impact statement (EIS).

Inclusive Public Participation

Community Outreach is a requirement of Title VI. MCEDD and its sub-recipients shall seek out and consider the viewpoints of minority and low-income populations in the course of conducting public outreach. Recipients have wide latitude to determine what specific measures are most appropriate and should make this determination based on the composition of the affected population, the public involvement process, and the resources of MCEDD. MCEDD has engaged the public in its planning and decision-making processes, as well as its marketing and outreach activities. MCEDD also follows public notification regulations as required by any federal funds received by MCEDD.

Anti-Discrimination Statement/Title VI Policy

Anti-Discrimination Statement: Mid-Columbia Economic Development District and Gorge TransLink Alliance members are affirmative-action, equal-opportunity employers. Public Transportation services are available to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status.

Declaración de Anti-discriminación: Mid-Columbia Economic Development District y los miembros de la alianza de empleados. Servicios de transporte públicos son disponibles a todos sin importar raza, color, origen nacional, genero, identidad de

genero, religión, edad, altura, peso, incapacidad, creencias políticas, orientación sexual, estado de matrimonio , estado familiar o si es veterano de guerra.

MCEDD's Title VI policy and complaint form are posted on the MCEDD website (<http://www.mcedd.org/about/policies.htm>) and at MCEDD's office (located at 515 East 2nd Street, The Dalles, OR). Individuals who believe they have been discriminated against may request a complaint form from the Office Administrator at MCEDD's office.

Ref: FTA Circular 4702.1A Title VI and Title VI Dependent Guidelines for Federal Transit Administration Recipients

Purpose

The purpose of this policy is to establish guidelines to effectively monitor and ensure that the Mid-Columbia Economic Development District (MCEDD) is in compliance with all FTA Title VI requirements and regulations in order to carry out the provisions of the Department of Transportation's (DOT) Title VI Regulations at 49 CFR Part 21.

Authorities

Title VI of the Civil Rights Act of 1964, as amended, provides that no person in the United States shall, on the grounds of race, color, national origin, or sex, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity receiving federal financial assistance.

Policy Statement

MCEDD assures that no person shall, on the grounds of race, color, national origin, or sex, as provided by Title VI of the Civil Rights Act of 1964, as amended, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. MCEDD is committed to creating and maintaining programs and services that are free of all forms of discrimination.

Responsibilities

All employees of MCEDD shall follow the intent of these guidelines in a manner that reflects the organization's policy. Employees receiving information regarding violations of this order shall determine if there is any basis for the allegation and shall proceed with resolution as stated in the sections *Employee Responsibility* and/or *Investigation of Complaints and Appeal Process*.

Certification and Assurance

To ensure accordance with 49 CFR Section 21.7, every application for financial assistance from FTA must be accompanied by an assurance that the applicant will carry out the program in compliance with Title VI of the Civil Rights Act of 1964. This requirement shall be fulfilled when the applicant submits its annual certifications and assurances to FTA. The text of FTA's annual certifications and assurances is available on FTA's Web site. MCEDD complies with this instruction annually in order to receive FTA funding.

Title VI Complaint Form

Section I:				
Name:				
Address:				
Telephone (Home):			Telephone (Work):	
Electronic Mail Address:				
Accessible Format Requirements?	Large Print		Audio Tape	
	TDD		Other	
Section II:				
Are you filing this complaint on your own behalf?			Yes*	No
*If you answered "yes" to this question, go to Section III.				
If not, please supply the name and relationship of the person for whom you are complaining:				
Please explain why you have filed for a third party:				
Please confirm that you have obtained the permission of the aggrieved party if you are filing on behalf of a third party.			Yes	No
Section III:				
I believe the discrimination I experienced was based on (check all that apply):				
<input type="checkbox"/> Race <input type="checkbox"/> Color <input type="checkbox"/> National Origin				
Date of Alleged Discrimination (Month, Day, Year):				
Explain as clearly as possible what happened and why you believe you were discriminated against. Describe all persons who were involved. Include the name and contact information of the person(s) who discriminated against you (if known) as well as names and contact information of any witnesses. If more space is needed, please use the back of this form.				
Section IV:				
Have you previously filed a Title VI complaint with this agency?			Yes	No

Notification of Compliance with Title VI

In order to comply with 49 CFR Section 21.9 (d) MCEDD has posted information for the public regarding the Title VI obligations and protections against discrimination afforded to the public by Title VI on the MCEDD website. MCEDD has also posted the following notice of compliance with Title VI, which is visible to the public at the MCEDD office and directs the public to the MCEDD website and to the appropriate phone number to inquire for more information. Additionally, this information is available upon request.

Notification of Compliance with Title VI

Mid-Columbia Economic Development District (MCEDD) complies with Title VI and Title VI Dependent Guidelines for Federal Transit Administration Recipients. Title VI obligations and protections against discrimination afforded to the public by Title VI can be found on the MCEDD website at <http://www.mcedd.org>. This information is also available upon request, please inquire inside office or contact Title VI Complaint Coordinator at (541) 296-2266.

Notificación de la conformidad con Title VI

El Distrito del Desarrollo Económico de Mid-Columbia (MCEDD) se conforma con las pautas dependientes del Title VI y del Title VI para los recipientes federales de la administración del tránsito. Las obligaciones y las protecciones del Title VI contra la discriminación producida al público por Title VI se pueden encontrar en el Web site de MCEDD en <http://www.mcedd.org>. Esta información está también disponible a petición, investiga por favor dentro de oficina o entra en contacto con a coordinador de la queja del Title VI en (541) 296-2266.

**Mid-Columbia Economic Development
District (MCEDD)**

Limited English Proficiency Plan

Adopted: June 15, 2017

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Introduction

This *Limited English Proficiency Plan* has been prepared to address Mid-Columbia Economic Development District's responsibilities as a recipient of federal financial assistance as they relate to the needs of individuals with limited English language skills. The plan has been prepared in accordance with Title VI of the Civil Rights Act of 1964, 42 U.S.C. 2000d, et seq, and its implementing regulations, which state that no person shall be subjected to discrimination on the basis of race, color or national origin.

Executive Order 13166, titled *Improving Access to Services for Persons with Limited English Proficiency*, indicates that differing treatment based upon a person's inability to speak, read, write or understands English is a type of national origin discrimination. It directs each agency to publish guidance for its respective recipients clarifying their obligation to ensure that such discrimination does not take place. This order applies to all state and local agencies which receive federal funds, including Mid-Columbia Economic Development District (MCEDD).

MCEDD is committed to breaking down language barriers by implementing consistent standards of language assistance across its service area.

Elements of an Effective LEP Policy

The US Department of Justice, Civil Rights Division has developed a set of elements that may be helpful in designing an LEP policy or plan. These elements include:

1. Identifying LEP person who needs language assistance
2. Identifying ways in which language assistance will be provided
3. Training staff
4. Providing notice to LEP persons
5. Monitoring and updating the LEP Plan

These recommended elements have been incorporated into this plan.

Methodology and Four Factor Analysis

Methodology for Assessing Needs and Reasonable Steps for an Effective LEP Policy

MCEDD analyzes four factors to determine what reasonable steps should be taken to ensure meaningful access for LEP persons:

1. The number or proportion of LEP person eligible to be served or likely to be encountered by a program, activity, or service of the recipient or grantee.
2. The frequency with which LEP individuals come in contact with the program.
3. The nature and importance of the program, activity, or service provided by the recipient to the LEP Community.
4. The resources available to MCEDD and the overall cost.

The greater the number or proportion of eligible LEP persons; the greater the frequency with which they have contact with a program, activity, or service; and the greater the importance of that program, activity, or service, the more likely enhanced language services will be needed.

The Four-Factor Analysis

Each of the factors outlined above is examined to determine the extent of language assistance measures required. Recommendations in this plan are based on the results of the analysis.

Factor 1: The Proportion, Numbers and Distribution of LEP Persons

The Census Bureau has a range of four classifications of how well people speak English. The classifications are ‘very well,’ ‘well,’ ‘not well,’ and ‘not at all.’ Table 1 in the appendix of this plan shows the number and percent of persons in regards to their English language skills for MCEDD. Based on this information, there are 5,567 out of 77,154 (or **7.2%**) which speak English less than “very well” with the majority speaking Spanish or Spanish Creole as their language.

Factor 2: Frequency of Contact with LEP Individuals

Contacts with MCEDD are made through its office in The Dalles, its websites, its Facebook pages, its officers, and its staff who make presentations and build networks among public agencies and private employers in the Columbia River Gorge region. MCEDD serves LEP persons daily via: Spanish content on the Gorge TransLink website that is available online at all times. We have offices accessible to the public and therefore accessible to LEP individuals, however we currently do not have much contact with LEP individuals except in our business assistance services department. We have an average of zero calls a month that require translations, however, MCEDD utilizes translation services from partner organizations in the region to produce publications to distribute in Spanish and has used Gorge Translation Services.

Factor 3: The Nature and Importance of the Program, Activity, or Service to LEP

MCEDD serves individuals throughout a five county bi-state region in a variety of ways which include Business Assistance Services, Mobility Management Services, Technical Assistance Services and Regional Planning. While important to the region, the Technical Assistance and Regional Planning activities generally serve entities/organizations rather than individuals. The Business Assistance and Mobility Management programs, however, engage directly with entities/organizations, as well as individuals. The nature of their services thus has greater potential for offering services to LEP individuals.

Factor 4: The Resources Available to MCEDD and the Overall Cost

MCEDD reviewed its available resources that could be used for providing LEP assistance, specifically for written resource materials and translation services for the most likely needed programs and services. MCEDD's funds are limited. Thus, the costs associated with necessary translation are allocated on an as-needed basis each fiscal year. MCEDD's current in-house language capabilities are English, with very limited Spanish. MCEDD partners with The Next Door, Inc. who have provided experienced staff fluent in Spanish to assist as needed. MCEDD has not encountered a need to have language services in other languages besides Spanish.

Implementation Plan

Options

Federal fund recipients have two main ways to provide language services: oral interpretation either in person or via telephone interpretation service and written translation. The correct mix should be based on what is both necessary and reasonable in light of the four-factor analysis. MCEDD is defining an interpreter as a person who translates spoken language orally, as opposed to a translator, who translates written language and a translator as a person who transfers the meaning of written text from one language into another. The person who translates orally is not a translator, but an interpreter.

Considering the relatively small scale of MCEDD, the low concentration of LEP individuals in the service area, and MCEDD's financial resources, it is necessary to limit language aid to the most basic and cost-effective services. Other than vital documents, if there are any language assistance measures required for the LEP individuals, MCEDD shall proceed with oral interpretation options to meet all requests for those language groups to ensure equal access while also complying with LEP regulations.

Proposed Actions

MCEDD will take the following actions:

- With advance notice of at least seven working days, MCEDD will provide interpreter services at public meetings.
- The Census Bureau "I-speak" Language Identification Card will be distributed to all employees that may potentially encounter LEP individuals.
- Publications of MCEDD's complaint form is made available on our website.
- In the event that a MCEDD employee encounters a LEP individual, they will follow the procedure listed below.

Office Encounter

1. Provide an "I-speak" language identification cards to determine the language spoken of the LEP individual.
2. Once the foreign language is determined, provide information to the Title VI coordinator who will contact an interpreter.
3. If the need for a vital document to be translated arises, the Title VI coordinator will have the document translated and provided to the requestor as soon as possible.

In Writing

1. Once a letter has been received it will be immediately forwarded to the Title VI Coordinator.
2. The Title VI Coordinator will contact a translator to determine the specifics of the letter request information.
3. The Title VI Coordinator will work with the elected agency to provide the requested service to the individual in a timely manner.

Over the Phone

1. If someone calls into MCEDD office speaking another language, every attempt will be made to keep that individual on the line until an interpreter can be conferenced into the line and if possible determine the language spoken of the caller.
2. Once the language spoken by the caller has been identified, we will proceed with providing the requested assistance to the LEP individual.

MCEDD Staff Training

MCEDD staff will be provided training at staff meetings of the requirements for providing meaningful access to services for LEP persons.

Providing Meaningful Access to Limited English Proficient (LEP) Persons

Title VI and its implementing regulations require that recipients of federal funds take responsible steps to ensure meaningful access to the benefits, services, information, and other important portions of their programs and activities for individuals who are Limited English Proficient. MCEDD partners with local nonprofits to provide translation services as necessary.

Employee Responsibility

Each employee shall:

1. Ensure that there are no barriers to service or accommodation that would prevent usage or access to services.
2. Train subordinates as to what constitutes discrimination and barriers to access.
3. Take prompt and appropriate action to avoid and minimize the incidence of any form of discrimination.
4. Notify the Executive Director in writing of the circumstances surrounding any reported allegations of discrimination no later than the next business day.

Notice and Access

Providing Notice to LEP Persons

MCEDD will provide language service by notifying LEP persons of services available free of charge. MCEDD will post the LEP Plan on our website. MCEDD will post notices of available services, in languages LEP persons would understand, in the office in places where LEP persons may seek services and on our website.

MCEDD staff will be informally surveyed periodically on their experience concerning any contacts with LEP persons during the previous year to identify modifications to this plan to improve outreach and services to Limited English Proficient Persons.

LEP Plan Access

A copy of the LEP plan document can be requested at MCEDD's main office during normal business hours:

MCEDD Title VI Coordinator
515 E. 2nd Street
The Dalles, OR 97058
541-296-2266

Our website includes our Title VI policy and complaint form. The website also states the Anti-Discrimination Statement. MCEDD's Title VI policy and complaint form are also posted at MCEDD's office (located at 515 East 2nd Street, The Dalles, OR). Individuals who believe they have been discriminated against may request a complaint form from the Office Administrator at MCEDD's office.

Table 1: Language Spoken at Home by Ability to Speak English (Population 5 yrs and over)

2011-2015 American Community Survey 5-Year Estimates

	TOTAL ESTIMATE	Hood River County,		Sherman County,		Wasco County,		Klickitat County,		Skamania County,	
		Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error	Estimate	Margin of Error
Total:	77,154	21,236	+/-56	1,682	+/-113	23,893	+/-58	19,645	+/-121	10,698	+/-49
Speak only English	64,966	15,240	+/-291	1,602	+/-111	20,255	+/-370	17,843	+/-244	10,026	+/-136
Spanish or Spanish Creole:	10,485	5,694	+/-243	76	+/-35	2,990	+/-348	1,349	+/-224	376	+/-96
Speak English "very well"	5,185	2,768	+/-348	36	+/-23	1,400	+/-213	743	+/-213	238	+/-74
Speak English less than "very well"	5,300	2,926	+/-388	40	+/-30	1,590	+/-297	606	+/-230	138	+/-53
French (incl. Patois, Cajun):	293	114	+/-103	0	+/-12	23	+/-15	111	+/-94	45	+/-34
Speak English "very well"	284	114	+/-103	0	+/-12	21	+/-14	111	+/-94	38	+/-29
Speak English less than "very well"	9	0	+/-22	0	+/-12	2	+/-3	0	+/-22	7	+/-12
Italian:	9	0	+/-22	0	+/-12	7	+/-13	2	+/-4	0	+/-19
Speak English "very well"	9	0	+/-22	0	+/-12	7	+/-13	2	+/-4	0	+/-19
Portuguese or Portuguese Creole:	13	0	+/-22	0	+/-12	11	+/-15	2	+/-3	0	+/-19
Speak English "very well"	13	0	+/-22	0	+/-12	11	+/-15	2	+/-3	0	+/-19
German:	140	15	+/-20	0	+/-12	70	+/-59	11	+/-12	44	+/-26
Speak English "very well"	118	15	+/-20	0	+/-12	54	+/-52	11	+/-12	38	+/-26
Speak English less than "very well"	22	0	+/-22	0	+/-12	16	+/-17	0	+/-22	6	+/-8
Other West Germanic languages:	44	9	+/-14	0	+/-12	19	+/-20	13	+/-19	3	+/-5
Speak English "very well"	40	9	+/-14	0	+/-12	15	+/-16	13	+/-19	3	+/-5
Speak English less than "very well"	4	0	+/-22	0	+/-12	4	+/-10	0	+/-22	0	+/-19
Scandinavian languages:	50	0	+/-22	0	+/-12	9	+/-13	34	+/-48	7	+/-7
Speak English "very well"	50	0	+/-22	0	+/-12	9	+/-13	34	+/-48	7	+/-7
Greek:	9	0	+/-22	0	+/-12	9	+/-14	0	+/-22	0	+/-19
Speak English "very well"	9	0	+/-22	0	+/-12	9	+/-14	0	+/-22	0	+/-19
Russian:	53	0	+/-22	0	+/-12	18	+/-27	2	+/-5	33	+/-53
Speak English "very well"	35	0	+/-22	0	+/-12	5	+/-7	2	+/-5	28	+/-46
Speak English less than "very well"	18	0	+/-22	0	+/-12	13	+/-20	0	+/-22	5	+/-7
Polish:	9	0	+/-22	0	+/-12	9	+/-14	0	+/-22	0	+/-19
Speak English "very well"	9	0	+/-22	0	+/-12	9	+/-14	0	+/-22	0	+/-19
Serbo-Croatian:	8	5	+/-11	0	+/-12	0	+/-22	0	+/-22	3	+/-5
Speak English "very well"	8	5	+/-11	0	+/-12	0	+/-22	0	+/-22	3	+/-5
Other Slavic languages:	45	16	+/-28	0	+/-12	22	+/-35	0	+/-22	7	+/-10
Speak English less than "very well"	45	16	+/-28	0	+/-12	22	+/-35	0	+/-22	7	+/-10
Persian:	72	9	+/-14	0	+/-12	0	+/-22	63	+/-46	0	+/-19
Speak English "very well"	27	9	+/-14	0	+/-12	0	+/-22	18	+/-14	0	+/-19
Speak English less than "very well"	45	0	+/-22	0	+/-12	0	+/-22	45	+/-33	0	+/-19
Gujarati:	8	0	+/-22	0	+/-12	0	+/-22	0	+/-22	8	+/-12
Speak English less than "very well"	8	0	+/-22	0	+/-12	0	+/-22	0	+/-22	8	+/-12
Hindi:	2	0	+/-22	0	+/-12	0	+/-22	0	+/-22	2	+/-3
Speak English "very well"	2	0	+/-22	0	+/-12	0	+/-22	0	+/-22	2	+/-3
Urdu:	10	0	+/-22	0	+/-12	10	+/-23	0	+/-22	0	+/-19
Speak English less than "very well"	10	0	+/-22	0	+/-12	10	+/-23	0	+/-22	0	+/-19
Other Indic languages:	63	0	+/-22	0	+/-12	0	+/-22	0	+/-22	63	+/-60
Speak English "very well"	63	0	+/-22	0	+/-12	0	+/-22	0	+/-22	63	+/-60
Chinese:	194	73	+/-102	1	+/-3	101	+/-148	16	+/-21	3	+/-5
Speak English "very well"	126	33	+/-50	1	+/-3	80	+/-174	12	+/-19	0	+/-19
Speak English less than "very well"	68	40	+/-57	0	+/-12	21	+/-48	4	+/-8	3	+/-5
Japanese:	61	9	+/-14	0	+/-12	9	+/-18	26	+/-40	17	+/-24
Speak English "very well"	42	0	+/-22	0	+/-12	5	+/-11	20	+/-30	17	+/-24
Speak English less than "very well"	19	9	+/-14	0	+/-12	4	+/-10	6	+/-15	0	+/-19
Korean:	62	9	+/-15	0	+/-12	4	+/-8	42	+/-61	7	+/-10
Speak English "very well"	51	9	+/-15	0	+/-12	0	+/-22	42	+/-61	0	+/-19
Speak English less than "very well"	11	0	+/-22	0	+/-12	4	+/-8	0	+/-22	7	+/-10
Vietnamese:	10	10	+/-15	0	+/-12	0	+/-22	0	+/-22	0	+/-19
Speak English "very well"	10	10	+/-15	0	+/-12	0	+/-22	0	+/-22	0	+/-19
Tagalog:	41	33	+/-62	0	+/-12	0	+/-22	8	+/-15	0	+/-19
Speak English "very well"	33	33	+/-62	0	+/-12	0	+/-22	0	+/-22	0	+/-19
Speak English less than "very well"	8	0	+/-22	0	+/-12	0	+/-22	8	+/-15	0	+/-19
Other Pacific Island languages:	175	0	+/-22	0	+/-12	87	+/-95	85	+/-94	3	+/-7
Speak English "very well"	175	0	+/-22	0	+/-12	87	+/-95	85	+/-94	3	+/-7
Navajo:	22	0	+/-22	0	+/-12	22	+/-24	0	+/-22	0	+/-19
Speak English "very well"	22	0	+/-22	0	+/-12	22	+/-24	0	+/-22	0	+/-19
Other Native North American languages:	174	0	+/-22	0	+/-12	171	+/-87	3	+/-7	0	+/-19
Speak English "very well"	163	0	+/-22	0	+/-12	160	+/-88	3	+/-7	0	+/-19
Speak English less than "very well"	11	0	+/-22	0	+/-12	11	+/-12	0	+/-22	0	+/-19
Arabic:	47	0	+/-22	0	+/-12	47	+/-107	0	+/-22	0	+/-19
Speak English "very well"	47	0	+/-22	0	+/-12	47	+/-107	0	+/-22	0	+/-19
African languages:	33	0	+/-22	3	+/-5	0	+/-22	30	+/-68	0	+/-19
Speak English "very well"	33	0	+/-22	3	+/-5	0	+/-22	30	+/-68	0	+/-19
Other and unspecified languages:	56	0	+/-22	0	+/-12	0	+/-22	5	+/-8	51	+/-74
Speak English "very well"	26	0	+/-22	0	+/-12	0	+/-22	5	+/-8	21	+/-31
Speak English less than "very well"	30	0	+/-22	0	+/-12	0	+/-22	0	+/-22	30	+/-44



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
RESOLUTION 2017-3
COMPREHENSIVE ECONOMIC DEVELOPMENT STRATEGY (CEDs)**

WHEREAS, the Mid-Columbia Economic Development District Comprehensive Economic Development Strategy Committee is responsible for planning and coordination of economic development activities to stimulate new private and public investments to provide employment and growth opportunities; and

WHEREAS, the Committee is organized in accordance with Federal requirements of the Economic Development Administration to broadly represent the area including representation of local government, business, and other community interests; and

WHEREAS, the Committee has prepared a Comprehensive Economic Development Strategy as a guide for economic development activities which was developed through an extensive public engagement process with public comment formally open in April and May of 2017; and

NOW THEREFORE, BE IT RESOLVED that the Mid-Columbia Comprehensive Economic Development Board of Directors and Strategy Committee does hereby adopt the 2017 Comprehensive Economic Development Strategy Plan for the Mid-Columbia region.

ADOPTED THIS 15th DAY OF JUNE 2017.

ATTEST:

**MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT**

Sherry Bohn, Office Administrator

Jan Brending, Chair of the Board

MEMORANDUM

Date: June 8, 2017

To: MCEDD Board of Directors

From: Amanda Hoey, Executive Director

Re: Comprehensive Economic Development Strategy

Overview

To support and protect the economy of the area, the region develops a Comprehensive Economic Development Strategy (CEDS). We began the major rework of this strategy in June 2016 with a series of public outreach meetings in each of our five counties. The final outreach meeting was conducted on March 9, 2017. The Board released the final plan at its last meeting, with formal public comment open through May 25, 2017. Comments reaffirmed the plan as written, thus staff recommends adoption.

- **Access the Summary at:**
http://mcedd.org/documents/CEDS/Mar17/CEDS2017_Summary.pdf
- **Access the Plan at:**
http://mcedd.org/documents/CEDS/Mar17/CEDS2017_draft.pdf

Request

Adoption of the attached resolution which adopts the 2017-2022 Comprehensive Economic Development Strategy.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
RESOLUTION 2017-4
ECONOMIC DEVELOPMENT RESOURCES FOR RURAL REGIONS

WHEREAS, Mid-Columbia Economic Development District is a regional economic development entity in Oregon and Washington with a mission to promote the creation of family-wage jobs, the diversification of the economic base, and the growth, development and retention of business and industry within the five-county district; and

WHEREAS, in order to meet that mission and ensure the economic health of the region, we have adopted a Comprehensive Economic Development Strategy to guide our regional economic development actions. Successful implementation of this plan rests, in part, on our ability to invest into **infrastructure in our rural American region** and create a supportive environment for business investment. Federal agencies including the US Economic Development Administration (EDA), US Department of Agriculture Rural Development (USDA-RD) and US Housing and Urban Development Community Development Block Grant (CDBG) programs are critical for stimulating local economies, leveraging private sector resources and investing into this infrastructure.

EDA is a highly effective agency that serves as an invaluable partner for public and private sector leaders who are working diligently each and every day to enhance their regions' economic vitality and competitiveness in today's rapidly expanding global marketplace. EDA's portfolio of economic development infrastructure, business development finance, regional innovation strategies and public-private partnerships are tailored to support the unique needs of each region. With its modest budget, EDA has developed an impressive track record of making strategic investments and building partnerships that help regions and communities respond to shifts in international markets, address severe unemployment challenges and recover from plant closures, major natural disasters, and other chronic, sudden and severe economic hardships.

USDA-RD programs, including the Business and Cooperative programs, water and wastewater grants, broadband investments and community facilities programs benefit the entirety of our bi-state region. These programs have allowed us to establish revolving, sustainable business assistance programs to assist local entrepreneurs in the creation of American jobs. They have supported growth of key industry sectors in our region with targeted technical assistance. They provide the resources necessary to build and sustain infrastructure which, given our region's rural nature and diverse terrain, is costly and nearly impossible for private sector investment alone to meet needs. Enhancing infrastructure capacity- including broadband, water and wastewater- for the region will enhance economic opportunities and support more resilient and networked communities.

CDBG, established in 1974, provides increased opportunities for local elected officials to plan and implement community development projects. It affords local governments the additional resources necessary to address long-range physical, social, housing and economic development needs in their jurisdictions in a comprehensive manner.

At a time when the nation must make the regional and local investments necessary to compete in the modern global economy, the flexibility, partnership structure and accountability of programs in these three agencies should be at the forefront of the federal toolbox.

NOW THEREFORE, be it resolved that the Mid-Columbia Economic Development District Board of Directors supports full funding of programs- including the US Economic Development Administration US Department of Agriculture Rural Development and US HUD Community Development Block Grant programs- that support investments into our rural regional infrastructure and economic development objectives.

PASSED AND APPROVED THIS 15th DAY OF JUNE, 2017.

ATTEST:

MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT

Sherry Bohn, Office Administrator

Jan Brending, Chair

Memorandum

Date: June 8, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Budget Resolution and NADO Budget Analysis

Overview

The National Association of Development Organizations (NADO) released a special comprehensive budget report to analyze the proposed President's budget. The report was included in the June Executive Committee packet. Staff also participated in a NADO webinar which discussed the budget process and anticipated implications. Key takeaways from the proposed budget which could impact the region and the agency if they were to be implemented in a final budget include:

- Proposed elimination of the US Economic Development Administration
- Proposed elimination of the Community Development Block Grant program
- Significant reductions in USDA rural development funding, coupled with a proposal to eliminate the undersecretary of rural development. While there is a new USDA rural infrastructure fund proposed at \$162M, cuts to existing rural infrastructure programs would equate to an overall loss of \$862M in loans/grants via Rural Business and Cooperative Services.

Congress has the ultimate authority on the budget, with significant work anticipated in the months of June and July, prior to the August recess. However, given the difficulties anticipated for programs critical to rural economic development, the association provided a recommendation to its members to pass a resolution that will allow us to react quickly to modifications within the budget process.

Recommendation

The Executive Committee recommends adoption of a resolution stating support for USDA Rural Development, US Economic Development Administration and Community Development Block Grant programs. A draft of this resolution is included for the Board's consideration.

PRESIDENT'S 2018 BUDGET:

A Rollback of Federal Investments



FISCAL YEAR 2018
BUDGET
OF THE U.S. GOVERNMENT

NADO

Special Comprehensive
Budget Report - May 2017



Overview of the President's FY 2018 Budget

President Trump released his fiscal year (FY) 2018 budget request on May 23, 2017. The budget totals \$4.1 trillion for FY2018, which begins on October 1, 2017. The budget request includes \$668 billion for defense discretionary spending and \$479 billion for non-defense discretionary spending. These recommended levels represent a \$22 billion increase for defense and a \$57 billion decrease for non-defense spending from the levels authorized by the 2011 Budget Control Act. Cuts to non-defense discretionary spending come from both program and agency eliminations (totaling \$27 billion) and reductions (totaling \$30 billion).

A recurring theme in the president's budget is the shift of traditionally federal programs and functions to local and state governments and the private sector. No funding is provided for local and state entities to assume these new roles.

Among the agencies slated for elimination under the president's FY2018 budget request are:

- U.S. Economic Development Administration
- Appalachian Regional Commission
- Delta Regional Authority
- Denali Commission
- Northern Border Regional Commission
- U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program
- U.S. Department of Agriculture's Water and Wastewater loan and grant program and discretionary activities of the Rural Business-Cooperative Service
- U.S. Department of Transportation's TIGER Discretionary Grant Program
- U.S. Department of Labor's Senior Community Employment Program
- Federal Emergency Management Agency's Flood Hazard Mapping Program
- U.S. Department of Treasury's Community Development Financial Institutions (CDFI) Fund (new grants)
- U.S. Environmental Protection Agency categorized grants
- U.S. Department of Commerce's Manufacturing Extension Partnership
- National Endowment for the Arts
- National Endowment for the Humanities

The administration projects the budget would produce Gross Domestic Product (GDP) growth of 2.4 percent in FY2018 rising steadily to 3 percent by FY2021. Under these conditions, the proposal aims to balance the budget in 10 years.

The budget also includes a \$1.7 trillion reduction in entitlement programs over the next ten years including a \$800 billion cut to the Medicaid program, a \$193 billion cut to the food stamp program, and \$21 billion in cuts to Temporary Assistance for Needy Families (TANF).



The President's budget request includes the first details of the administration's proposed \$1 trillion infrastructure investment plan. Among the principles laid out for this investment are:

- Targeting federal investments to the "most transformative" projects
- Supporting states moving away from federal involvement
- Looking for opportunities for private sector operation of some functions
- Leveraging private sector capital
- Overhauling the Inland Waterways Trust Fund
- Expanding the Transportation Infrastructure Finance and Innovation Act (TIFIA) Program
- Lifting the cap on Private Activity Bonds and expanding their eligibility
- Allowing more tolling on interstates and rest area privatization
- Streamlining of environmental reviews and permitting processes

Other Highlights Include:

- Increased investment in defense including elimination of budget sequestration for defense programs
- Increase in spending for border security and public safety
- Requirement that states provide six weeks of paid parental leave



U.S. Economic Development Administration (EDA)

The President’s budget requests **\$30 million** for EDA to provide for an orderly closure of the agency.

The justification provided for the elimination of EDA is that the agency’s grant programs are duplicative of other economic development programs within the federal government and state and local efforts.

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Department of Commerce			
Economic Development Administration	261.00	276.00	30.00
<i>Economic Development Assistance Programs</i>	222.00	237.00	0.00
Planning Grants	32.00	31.50	0.00
Public Works	100.00	100.00	0.00
Economic Adjustment Assistance	35.00	35.00	0.00
Technical Assistance	11.00	9.00	0.00
Research & Evaluation	1.50	1.50	0.00
Trade Adjustment Assistance	13.00	13.00	0.00
Innovative Manufacturing Loans/Sec. 26	0.00	0.00	0.00
Regional Innovation Strategies/Sec. 27	15.00	17.00	0.00
Assistance for Coal Mining Communities	15.00	30.00	0.00
Salaries and Expenses	39.00	39.00	30.00

Federal-State Regional Commissions

The president's FY2018 budget proposes to eliminate the Appalachian Regional Commission, the Delta Regional Authority, the Denali Commission, and the Northern Border Regional Commission, providing funding only for the orderly closure of the agencies.

The justification provided for the elimination of these regional commissions is the need to reduce unnecessary federal spending and streamline the federal government's role, while encouraging states and localities to partner with the private sector to develop locally-tailored solutions to local problems.



Appalachian Regional Commission (ARC)

The president's budget requests **\$30 million** for the Appalachian Regional Commission to conduct an orderly closure of the agency. The rationale offered for the elimination of ARC is a Government Accountability Office (GAO) report that the administration claims was unable to find any substantial link between ARC grants and positive economic impact.

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Appalachian Regional Commission	146.00	152.00	30.00
Area Development Activities	96.00*	102.00*	0.00
POWER + Plan/Coal Related Investments	50.00	50.00	0.00

*Within the enacted FY2016 and FY2017 ARC allocations, funds were set aside for specific focus areas:

- The FY2016 allocation includes \$16 million for workforce development in the automotive supplier and aviation sectors and \$10 million for high-speed broadband deployment in areas most negatively affected by the downturn in the coal industry.
- The FY2017 allocation includes \$16 million for workforce development in the automotive supplier and aviation sectors; \$10 million for high-speed broadband deployment in areas most negatively affected by the downturn in the coal industry; and \$6 million for a program of basic infrastructure improvements in distressed counties in Central Appalachia.



Delta Regional Commission

The president's budget requests **\$3 million** for the Delta Regional Authority to conduct an orderly closure of the agency.

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Delta Regional Authority	25.00	25.00	3.00



Denali Commission

The president's budget requests **\$7 million** for the Denali Commission to conduct an orderly closure of the agency. The rationale offered for the elimination of the Denali Commission cited is that a unique and additional federal subsidy to Alaska is difficult to justify given that the state of Alaska's oil revenue allows it to pay an annual dividend (\$1,022 in 2016) to each of the state's residents.

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Denali Commission	11.00	15.00	7.00



Northern Border Regional Commission

The president's budget requests **\$1 million** for the Northern Border Regional Commission to conduct an orderly closure of the agency. The rationale offered for the elimination of the Northern Border Regional Commission cited is that NBRC states have declined to contribute their share of funding for the commission's operating expenses, despite a statutory requirement to do so.

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Northern Border Regional Commission	7.50	10.00	1.00



U.S. Department of Agriculture (USDA) Rural Development

The president's budget requests **\$21 billion** in discretionary funding for the U.S. Department of Agriculture, **\$4.8 billion** below the FY2017 level. Within Rural Development, there are several significant changes included in the budget request.

- Provides **\$162 million** for Rural Infrastructure Grants, a new program that utilizes Rural Development's authority to support projects that expand or improve the economic infrastructure of rural America
- Eligible project categories include distance learning and telemedicine, broadband, community facilities, and housing repair; **\$80 million** is set aside to assist the Appalachian region
- Eliminates funding for all Rural Business and Cooperative programs stating that rural borrowers have the ability to access funding from other federal agencies or the private market
- Eliminates funding for Water and Wastewater grants and loans citing duplicity with the Environmental Protection Agency's State Revolving funds
- Eliminates funding for Single Family Housing Direct loans stating that the private banking industry is a more efficient way to deliver assistance
- Reduces salaries and expenses by **\$53 million** due to the elimination of programs listed above



U.S. Department of Agriculture (USDA) Rural Development, continued:

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
USDA Rural Business-Cooperative Service			
Rural Business Program Account	62.687	65.319	0.00
Rural Business Development Grants	22.00	24.00	0.00
Business and Industry Guaranteed Loans	920.00	920.00	0.00
Business and Industry Loans (Subsidy)	36.00	35.00	0.00
Delta Regional Authority and Appalachian Regional Commission (Transfer)	3.00	6.00	0.00
Intermediary Relending Program Fund Account	9.685	9.944	0.00
Intermediary Relending Program (Subsidy)	5.20	5.40	0.00
Rural Economic Development Loans Program Account	33.00	42.00	0.00
Rural Cooperative Development Grants	22.00	26.50	0.00
Rural Energy for America Program	.500	.352	0.00
Value-added Producer Grants	10.75	10.75	0.00
Appropriate Technology Transfer for Rural Areas	2.50	3.00	0.00
New Program: Rural Infrastructure Grants*	-	-	162.00

*The New Rural Infrastructure Grants Program is intended to address infrastructure needs in rural communities, many of which are currently funded through programs of the Rural Business-Cooperative Service. In eliminating the RBCS and providing only \$162 million for this new program, \$826 million in loans and grants will be lost.



U.S. Department of Agriculture (USDA) Rural Development, continued:

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
U.S. Department of Agriculture			
USDA Rural Utilities Service			
Rural Water and Waste Disposal Program	522.00	571.00	0.00
Water and Waste Disposal Program (Direct Loan authorizations)	1,200	1,200	0.00
Water and Waste Disposal Program (Guaranteed Loans)	50.00	50.00	0.00
Water and Waste Disposal Program (Grants)	346.00	392.00	0.00
Rural Electric Direct Loans (Program Level)	5,500.00	5,500.00	5,500.00
Rural Telecommunications Direct Loans (Program Level)	690.00	690.00	690.00
Distance Learning & Telemedicine Grants	22.00	26.00	0.00
Broadband Direct Loans (Program Level)	21.00	27.00	27.00
Broadband Direct Loan (Subsidy)	5.00	4.50	0.00
Broadband Grants	10.00	10.00	0.00
High Energy Cost Grants	10.00	10.00	0.00



U.S Department of Housing and Urban Development (HUD)

The president's budget requests **\$40.68 billion** for the Department of Housing and Urban Development, **\$5 billion** below the FY2017 level. Within the HUD budget request, significant programmatic changes are recommended.

- Eliminates the Community Development Block Grant (CDBG) Program stating that state and local governments are better positioned to address local community and economic development
- Eliminates the HOME Investment Partnerships Program, devolving affordable housing activities to State and local governments
- Eliminates the Choice Neighborhoods program
- Eliminates the Self-Help Ownership Program (SHOP) and the Capacity Building for Community Development and Affordable Housing program
- Provides **\$2.25 billion** for Homeless Assistance Grants

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Department of Housing and Urban Development			
Community Development Fund	3,360.00	3,360.00	0.00
Community Development Block Grant (CDBG) Formula Grants	3,000.00	3,000.00	0.00
Indian Economic Block Grants	60.00	60.00	0.00
Self-Help Homeownership Opportunity Program (SHOP)	55.00	54.00	0.00
Capacity Building	35.00	35.00	0.00
Homeless Assistance Grants	2,250.00	2,380.00	2,250.00
HOME Investment Partnership Program	950.00	950.00	0.00



U.S. Department of Labor (DOL) Workforce Programs

The president’s budget requests **\$9.7 billion** in discretionary funding for the Department of Labor, which is **\$2.3 billion** below current funding. The budget proposes funding reductions and eliminations for programs viewed as duplicative, unnecessary, or unproven in providing support to Americans with the greatest needs. The proposal includes paid parental leave for six weeks through mandatory savings under the Unemployment Insurance (UI) program. The budget request proposes **\$90 million** in apprenticeship programs, cuts **\$238 million** from Job Corps, and eliminates the Senior Community Service Employment Program (SCSEP).

- Requests **\$490 million** for WIA Adult Employment and Training, which is a decrease of **\$325 million** from current funding
- Requests **\$523 million** for WIA Youth Employment and Training, which is a decrease of **\$350 million** from current funding
- Requests **\$90 million** for Apprenticeship Grants
- Provides **\$5 million** in technical assistance toward implementation of the Workforce Innovation and Opportunity Act (WIOA) of 2014
- Requests **\$732 million** for the Dislocated Worker Employment and Training Program, which is a decrease of **\$482 million** from current funding; **\$66 million** is to provide as grants to Appalachian communities that have experienced job losses due to reductions in employment.

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President’s Request FY2018
Department of Labor			
Employment and Training Administration			
Adult Employment and Training	814.00	815.00	490.00
Youth Employment and Training	873.00	873.00	523.00
Dislocated Worker Employment and Training	1,241.00	1,214.00	732.00
WIOA Technical Assistance	3.00	2.50	5.00
Formula Grants	1,091.00	1,020.00	615.00
National Dislocated Worker Grants	220.00	220.00	117.00
Federally Administered Programs			
Native American program	50.00	50.00	49.00
Migrant and seasonal farmworker program	81.00	81.00	0.00
Youthbuild	84.00	84.00	84.00



U.S. Department of Labor (DOL) Workforce Programs, continued:

National Activities	14.00	14.00	12.00
Ex-offender activities	88.00	88.00	77.00
Workforce Data Quality Initiative	6.00	6.00	0.00
Job Corps	1,689.00	1,704.00	1,448.00
Community Service Employment for Older Americans	434.00	400.00	0.00
Apprenticeship Grants	90.00	95.00	90.00



U.S Department of Transportation (DOT)

The president's budget request **\$76 billion** for DOT, with **\$59.6 billion** for mandatory spending and **\$16.3 billion** for discretionary spending. This represents a 13% cut in discretionary spending.

The FY2018 budget request supports funding levels for the surface transportation program as authorized by the Fixing America's Surface Transportation (FAST) Act:

- **\$44 billion** for the Federal Highway Administration
- **\$11 billion** for the Federal Transit Administration

The president's budget includes **\$200 billion** to support an infrastructure proposal. This funding is not included within DOT's funding recommendations, but is included in the president's overall request.

- The budget proposes to begin a multi-year effort to modernize the Federal Aviation Administration
- No discretionary funding is requested for Essential Air Service; a new program, Transportation Aviation Assistance to Remote Areas (TAARA), would rely on an estimated **\$119 million** of Federal Aviation Administration overflight fees to support transportation assistance for the neediest communities
- The budget proposes to limit funding for the Federal Transit Administration's Capital Investment Program (New Starts) to projects with existing full funding grant agreements only
- Eliminates the TIGER Discretionary Grant Program



U.S Department of Transportation (DOT), continued:

(Numbers indicate program level in millions of dollars unless specified)	Final FY2016	Final FY2017	President's Request FY2018
Department of Transportation			
Office of the Secretary			
Essential Air Service	175.00	175.00	0.00
New program: Transportation Aviation Assistance to Remote Areas*	-	-	119.00
Small Community Air Service Development Program	5.00	10.00	0.00
TIGER/National Infrastructure Investments	500.00	500.00	0.00
Federal Aviation Administration			
Airport Improvement Grants (Grants-In-Aid to Airports)	3,350.00	3,350.00	3,350.00
Federal Transit Administration			
Formula/Bus Grants	9,347.60	9,733.70	9,733.30
FTA Capital Investment Grants (New Start and Small Starts)	2,177.00	2,412.60	1,232.00
Federal Highway Administration			
Federal-Aid Highways	42,361.00	43,266.10	44,234.20
TIFIA	275.00	275.00	275.00

*New proposed Transportation Aviation Assistance to Remote Areas is designed to continue the original intent of the Essential Air Service program by focusing on transportation assistance for the neediest communities



Next Steps in the Budget Process

While the President's budget request represents the administration's wish list and priorities for federal funding, **it is just a proposal**. The statutory deadline for passage of House and Senate budget resolutions is April 15. Since that deadline has passed, it seems unlikely that step will be taken. Instead, absent any action by Congress to lift spending caps and set a higher top-line budget number, limits set forth in the 2011 Budget Control Act will determine the FY2018 funding levels for the House and Senate Appropriations Committees and their twelve subcommittees. President Trump's budget proposes to exceed the spending cap for defense discretionary spending by \$22 billion. This will not be possible to do without congressional action to raise the cap. There is no obligation for either or both houses of Congress to pass a budget resolution and they are not binding, but they serve as a blueprint for the annual appropriations process. The appropriations subcommittees, with allocations in hand (known as 302b allocations), are responsible for drafting appropriations bills to fund all discretionary programs **before the start of the fiscal year on October 1**.

Advocacy and Outlook

NADO's Legislative Affairs team brings the voice of the national regional development organization network to federal legislative and administration officials. NADO members communicate concerns and needs to NADO's legislative team. In turn, NADO engages federal decision-makers on various issues and programs related to regional development objectives. Many advocacy activities include:

- Informing NADO members on current and ongoing federal programs and policies
- Developing and distributing publications advocating for RDO programs and services
- Responding to federal policy changes impacting RDOs on issues including EDA administrative reforms, MPO rulemaking, and USDA reorganization
- Representing NADO members through meetings and correspondence with key congressional and administration personnel
- Connecting federal contacts and programs with NADO's membership network
- Collaborating with national associations and stakeholders to collectively support interests integral to local and regional development

The president's budget request is a marked departure from previous spending requests and does not reflect the priorities of NADO or regional development organizations. In the coming months, Congress will delve into budgetary details and assess funding needs against spending constraints. NADO staff will continue to gather relevant information and work with federal offices to effectively represent NADO's network during budget deliberations. Your voice matters in the process and we encourage you to reach out and share insight with NADO colleagues in support of mutual interests. **NADO staff are working on your behalf to sustain federal investments in regional development programs.** Your input is welcome in furthering our mission to effectively represent and promote regions throughout the country.

Supplemental Chart: FY2018

(Numbers indicate program level in millions of dollars unless specified)	Final	FY2016	Final	FY2017	President's Request	FY2018
U.S. Department of Agriculture						
USDA Rural Housing Service						
Single Family Housing						
Direct Loans (Section 502)		61.00		68.00		0.00
Guaranteed Loans (Program level)		24,000.00		24,000.00		24,000.00
Multi Family Housing						
Direct Loans (Section 515)		8.00		10.00		0.00
Guaranteed Loans (Program level)		150.00		230.00		250.00
Very-Low Income Repair (Section 504)						
Direct Loans		3.00		4.00		0.00
Grants		26.00		26.00		0.00
Farm Labor Housing Grants		8.00		8.00		0.00
Farm Labor Housing Loans (Sec. 514)		7.00		7.00		0.00
All Other Direct Loans (Program Level)		20.00		10.00		10.00
Grants and Payments						
Rental Assistance (Section 521)		1,390.00		1,405.00		1,345.00
Mutual and Self-Help (Section 523)		28.00		30.00		0.00
Multi-Family House Revitalization		22.00		22.00		0.00
Multi-Family Housing Voucher program		15.00		19.00		20.00
Community Facilities Programs						
Direct Loans (Program Level)		2,200.00		2,600.00		3,000.00
Guaranteed Loans		148.00		148.00		0.00
Grants		25.00		30.00		0.00
Rural Community Development Initiative grants		4.00		4.00		0.00
Tribal College grants		4.00		4.00		3.00
Economic Impact Initiative grants		5.00		6.00		0.00
Rural Housing Preservation Grants (Section 533)		3.00		5.00		0.00
U.S. Department of Commerce						
National Institute of Standards and Technology						
Manufacturing Extension Partnership		155.00		153.00		6.00
Technology Innovation Program		4.60		0.00		0.00
U.S. Department of Treasury						
Community Development Financial Institutions		153.00		162.00		3.40
U.S. Department of Energy						
Weatherization Assistance Grants		211.60		225.00		0.00
U.S. Environmental Protection Agency						
State and Tribal Assistance Grants		2,437.00		2,461.00		2,336.00
Clean Water State Revolving Loan Funds		1,393.80		1,393.80		1,394.00
Drinking Water State Revolving Loan Funds		863.20		863.20		863.00
Alaska Native Villages		20.00		20.00		0.00
Brownfields Infrastructure Projects		80.00		80.00		69.00
Diesel Emissions Reduction Grant Program		50.00		60.00		10.00
Targeted Airshed Grants		20.00		30.00		0.00
Mexico Border		10.00		10.00		0.00
State and Tribal Assistance Grants - Categorical Grants						
Brownfields Grants for States		47.70		47.70		33.35
Environmental Information Exchange Program		9.64		9.64		6.73
Nonpoint Source (Sec. 319)		164.91		170.91		0.00
State and Local Air Quality Management		228.21		228.21		159.45
Pollution Control Grants (Sec. 106)		230.80		230.80		161.25
U.S. Department of Health and Human Services						
Community Services Block Grant programs		715.00		715.00		0.00
Community Economic Development		29.88		19.88		0.00
Rural Community Facilities		6.50		7.50		0.00
Social Services Block Grants		1,700.00		1,700.00		362.00
Head Start		9,168.00		9,253.00		9,168.00
Low Income Home Energy Assistance Program		3,390.00		3,390.00		0.00
Child Care and Development Fund						
Child Care and Development Block Grant		2,761.00		2,856.00		2,761.00
Child Care Entitlement to States (Mandatory)		2,917.00		2,917.00		2,917.00



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**Executive Director's Report
Prepared for the June 2017 Full Board Meeting**

This Executive Director's Report provides an overview of the activities of MCEDD staff in April and May 2017.

Regional Coordination/Economic Development Administration

MCEDD provides regional coordination activities as part of our EDA Planning grant.

- The Comprehensive Economic Development Strategy (CEDS) was posted and the public comment period closed on May 25, 2017. Staff is presenting the document for formal adoption at this meeting. We have resource materials available for board members willing to assist in making presentations to the entities they represent on the board.
- A number of prioritized CEDS projects are making progress. Significant changes include:
 - Skamania County was selected by EPA for two brownfields assessment grants for a total \$300,000 funding award. EPA notes that “With this funding, Skamania County will assess seven brownfields sites as an initial step towards cleaning up and redeveloping vacant and underutilized properties, transforming them into an asset for both the community and the local economy while protecting public health and the environment.” MCEDD provided a letter of support.
 - Port of Hood River Bridge: The Port has active legislation in Salem.
 - Carrie Pipinich provided assistance to the City of The Dalles in developing their Oregon Water Resources Department grant application for Dog River Pipeline.
- MCEDD's \$80,000 EDA planning grant was confirmed and signed, with appreciation to Chair Brending for the additional work she had to do to complete the acceptance.
- Staff is participating in conversations about the potential utilization of EDA resources to support local jurisdictions and businesses in relation to the August full solar eclipse. This proposal appears to be moving forward with a focus on improving resiliency planning.
- Staff coordinated a visit with David Porter, Economic Development Administration representative. The CEDS was presented and David had the opportunity to visit a number of projects on the west end of our region. A few applications for funding are anticipated to move forward as a result.
- Staff participated in a visit with Jason Lewis-Berry, the new Oregon Economic Jobs and Policy Advisor and with Tobias Reed, Oregon State Treasurer. Staff worked with our Oregon Regional Solutions Coordinator to prepare for business visits with Oregon Governor Kate Brown.
- Our National Association provided a budget summary which prompted the resolution included in the board packet for consideration. Senator Merkley was one of 18 senators who sent a letter to the Senate Appropriations Subcommittee on Commerce, Justice and Science in support of fiscal year (FY) 2018 funding for the U.S. Economic Development Administration.

- Staff is working with our foundation partners on furthering the Agora Investment Platform as interest continues to be expressed by organizations in other states. We are also supporting a foundation partner whose board meeting will be hosted in the area in August. It will be a good opportunity to present our region.
- Jacque Schei submitted an application for a NADO innovation award for a project she has led. Applications closed in June.
- Washington State University staff is encouraging MCEDD to submit for a University Economic Development Association award.

Business Assistance Division

MCEDD operates loan funds to help grow local businesses.

- Available to loan as of May 2017 (excluding housing and OIB funds) was approximately \$1.4 million.
- There has been an increase in inquiries, as highlighted in the Loan Committee report. We do anticipate additional upcoming loan payoffs, however.
- Oregon and Washington Investment Boards: The Oregon Investment Board approved their biennial contract for staffing services through MCEDD and the contract has been executed. We anticipate renewing a request to address the structure of these funds to streamline agency relationships.

**For additional information on our Business Assistance activities, please see the Loan Committee Report (blue enclosure).*

Project Management, Industry Sectors

- The June **Columbia Gorge Bi-State Renewable Energy Zone** meeting was led by board member Dana Peck and featured updates from the Government Affairs Specialist, David Van't Hof with highlights on the PGE IRP, PacifiCorp IRP and California markets status. David's contract has been extended. There was a brief presentation at the meeting by John Audley regarding the potential for an Oregon clean energy fund. *We have a request for a board participant on that working group (first meeting July 10, 2017).*
- **Crystal Springs Water District:** The Crystal Springs Water District signed the Intergovernmental Agreement for grant administration and labor standards support through MCEDD.
- **Mobility Management:** As reported in the Mobility Manager's report, we have confirmation of funding for the biennium from WSDOT. We are working with ODOT on their funding process, with the solicitation anticipated to be released in June. The resources support the Gorge TransLink Alliance.

**For additional information on our Project Management activities, please see the Project Manager's Reports (salmon enclosures) and pipeline (yellow).*

Operations

- **Board representative:** Brief board orientations have been conducted for our new members: Tom Furey and Judge Gary Thompson. While September is still a number of months away, we are beginning the process of checking in with entities regarding board reappointments for positions that will term out in August.
- **Evaluations:** Sherry Wickert's annual evaluation was conducted in March. Jacque Schei's annual evaluation was conducted in April. Dan Hoyt's six month evaluation was conducted in June.
- **Letters of Support:** Two letters of support were submitted: One to the John Day River Territory for their AmeriCorps RARE application and one to the Port of

Skamania for their application to the Southwest Washington Regional Transportation Council for the 2017 Transportation Alternatives Grant Program. This grant would help fund the construction of a new, accessible 550-foot waterfront bike-ped trail to improve the public's access to the Columbia River. One additional letter was approved for submission: to the Port of Cascade Locks for their application to support a feasibility study to understand the best utilization of the property on which the state airport is located in Cascade Locks.

- **Website:** The web developer has developed the framework for the new MCEDD website and we are in process of adding content. The contractor, Dee Holzman, will be at the full board meeting to present the current status of the site: <http://mcedd.gorgewebdesign.com/>
- **Building:** The leak in the roof is – at least temporarily-- fixed! As previously noted, the roof partially failed in January, leading to flooding of our bathroom and part of the back room. The building owner received a quote for a new roof and in the interim, is dealing with the interior issues. Removal of damaged materials in the MCEDD bathroom from the winter leak is complete. A contractor for the refurbishment is beginning work in June.
- **Marshall Memorial Fellowship:** In addition to the brief photo summary, I will provide a debrief of the month long exchange and potential applications within the MCEDD region. I am the first US fellow to have their post published: <http://www.gmfus.org/blog/2017/06/06/private-sector-can-drive-innovation-requires-public-governance>. There is also a small grant option that I will be considering applications to our region.



Executive Committee Report **(June 2017)**

The MCEDD Executive Committee met in April and June to address business of the District. During these months, the activities of the committee included the following:

- Conducted the Executive Director performance evaluation and established goals for 2017-18.
- Reviewed the 3rd quarter loan fund revenue/expense gap and anticipated shortfall.
- Recommended adoption of the updated Title VI Policy and Limited English Proficiency (LEP) plan to the MCEDD Board of Directors.
- Discussed outreach on upcoming board and committee positions.
- Analyzed the NADO federal budget summary and recommended corresponding actions to the MCEDD Board of Directors.
- Conducted an Executive Session related to confidential materials.

To: MCEDD Board of Directors

From: Jessica Metta

Date: June 5, 2017

Re: Deputy Director's Report

Deputy Director Duties

Jessica was in the office for additional time to support MCEDD while Amanda Hoey was on the German Marshall Memorial Fellowship. During that time her focus was on supporting Chair Jan Brending in accepting the EDA Planning Grant award, supporting the MCEDD and OIB loan programs with their regular activities, coordinating with MCEDD's building owner in completing the demolition from the winter roof leak damage, supporting MCEDD staff in continuation of their projects and other administrative assistance.

Sherman County Economic Development

The following activities are the result of the Sherman County contract with MCEDD for economic development services.

- **Housing:** Jessica assisted Sherman County in exploring options to encourage the development of rental housing. In the last few months, she finalized an application for the program that would provide a \$5,000 grant to developers of new rental housing in the county. She has been advertising the program in the county to encourage its use.
- **Grant Writing:** Jessica continues to research federal, state and private grant opportunities open to Sherman County and focused on potential sources for the County's CEDS projects.
 - Jessica has been working to support South Sherman Fire and Rescue District in exploring a Community Development Block Grant for construction of a new Fire Hall. She has been working with the selected contractor, Portland State University, to complete an income survey for the District, which should be completed soon.
 - Jessica met with a citizen committee in Wasco supporting the Wasco School to consider applying for a "Diamonds in the Rough" grant from Oregon Heritage Program. She reviewed the grant requirements, researched follow up questions for the committee and offered to develop the grant application. The committee decided next year would be a better time to apply.
 - Jessica updated the Agora platform with all of Sherman County's projects submitted to the CEDS list.
- **John Day River Territory:** Jessica continues to participate on behalf of Sherman County on the Steering Committee for the JDRT, the regional destination marketing organization covering Sherman, Gilliam, Wheeler and Grant Counties. Jessica is leading a sub-committee to implement a \$5,000 Travel Oregon grant to install tourist welcome kiosks at each of the gateways into the John Day River Territory. Jessica is currently working with a contractor to finalize the sign design. The JDRT is also looking at ways it support the development of agri-tourism businesses, a potential RARE application and plans around the full solar eclipse over the region on August 21, 2017.

- **City/ Other Assistance:** Jessica is assisting several of the Sherman County cities plus Dufur and Maupin in considering the concept of a shared code enforcement officer. She is working to develop a job description and assist the cities in working out the details. Jessica also met with two businesses that started a monthly art/ farmers market event in Moro and is supporting them in promoting the new offering. She assisted in the meeting in Sherman County with Jason Lewis-Berry, Governor Brown's new Economic and Jobs Policy Advisor in March and continues to follow up with the Army Corps and Senator Merkley's staff on avenues for moving forward with improving Giles French Park.

Gorge Technology Alliance

The following activities are the result of the GTA contract with MCEDD for project management services.

- **Meetings and Events:** Jessica continues to host several monthly events for education and networking opportunities as well as events specifically for CEOs and human resources managers. MCEDD Board members are always welcome to attend as a sponsor of the GTA. The next big event is a June 19, 6:30pm talk at Columbia Center for the Arts (215 Cascade Ave., Hood River) on Daimler's self-driving vehicle technology.
- **Strategic Planning:** Jessica successfully applied for a Ford Family Foundation technical assistance grant to help the GTA work with Scheinberg Consulting on creating a new five year strategic plan for the organization. The process has begun with the GTA Board engaged, stakeholder interviews and an online member survey. The plan is expected to be completed in September.
- **Legislative Outreach:** Jessica facilitated legislative outreach for the tech companies with a small roundtable with Oregon Governor Brown, a tour and round-table with Jason Lewis-Berry, Oregon Governor Brown's new Economic and Jobs Policy Advisor, and a company visit with Oregon Treasurer Tobias Read to 4-Tell, Inc. in Hood River.
- **STEM Education Support:** Jessica and Jacque successfully held the Wind Challenge event on March 11, 2017 in The Dalles with partners Google and CGCC as a second year of organizing this event. A record number of teams (middle and high school ages) registered (55 versus about 35 last year). Jessica also hosted the GTA's fourth annual STEM Career Day with about 700 7th graders from the five counties attending with the honor of Governor Brown opening the day for the students. She also hosted a small round-table with Google and Insitu to address Governor Brown. Jessica also assisted the GTA in selecting a recipient for its second year of offering the Corwin Hardham Memorial Scholarship for Gorge students pursuing STEM college degrees. Margaret Totten from Hood River Valley High School was chosen and will be pursuing a computer science degree at Kalamazoo College. Jessica also continues to participate on the Task Force for the STEM Hub funded by Oregon to improve STEM education in the MCEDD region.
- **Other Support:** Jessica assisted with annual organizational duties for the GTA including the Board elections, Board officer elections and submission of the 990 statement to the IRS. She also continued to work to promote and support the GTA member companies.



To: MCEDD Board of Directors
From: Jacque Schei, Project Manager
Date: May 30, 2017

Re: Project Manager's Report

For the following projects, Jacque serves as a main contact to coordinate grant activities, ensures grant recipients meet the conditions of the grant contract, monitors progress of the project, and ensures that contractors fulfill contractual obligations.

Community Development Block Grant (CDBG) Support

Wasco County/MCCFL: MCEDD has an agreement with Wasco County to serve as the Grant Administrator for a CDBG grant (\$2,000,000) to support MCCFL in building a Community Mental Health to serve the citizens of Wasco County and surrounding counties as needed. The project should complete the Environmental Review Record (ERR) in early June, after the end of a public notice period required for the wetlands process as part of the review. After receiving approval on the ERR, the project will need to issue a Combined Notice, a notice informing the public of the Finding of No Significant Impact from review and intent to request release of funds. The project can proceed with bid advertisement at the conclusion of the comment period, which is just over 30 days for this notice.

City of Antelope: MCEDD has an agreement with the City of Antelope to serve as the Grant Administrator for a CDBG grant (\$1,025,515.79) to support construction of its transmission mains, adding a water storage reservoir, and upsizing the water mains in the distribution network. The City has reached a successful conclusion to its easement negotiation with landowners and can proceed with executing their agreement with the Confederated Tribes of the Warm Springs to conduct a cultural resources survey prior to completing the environmental review.

Dallesport Water District (DWD): MCEDD has an agreement with DWD to serve as the Grant Administrator for a CDBG grant (\$24,000 – awarded to Klickitat County) to support development of a wastewater facilities plan for the community of Murdock, WA. The facilities plan was finalized in May. MCEDD will continue working with DWD to process reimbursement requests and close out the project.

Economic Development Administration (EDA) Grant Support:- Columbia Gorge Regional Airport: MCEDD has an agreement with the City of The Dalles to support grant administration for an EDA grant (\$625,000 - awarded to the City and Klickitat County) to support construction of a 12,600 square foot building at the Columbia Gorge Regional Airport. The building will be used as hangar and office space for regional businesses, such as the Life Flight Network. The project completed required Historic Preservation consultation with the state and tribes and has issued a formal Notice to Proceed to the prime contract, who will start on-site work in early June.

State Revolving Loan Fund Project Support

Crystal Springs Water District (CSWD): CSWD has secured a Safe Drinking Water Revolving Loan Fund (\$3,743,00 loan and \$500,000 forgivable loan) for the Mid-Valley

Reservoir and 13,000 ft of pipe replacement. MCEDD has signed an agreement with the CSWD to support grant administration tasks and labor standards management for their project (total agreement amount \$35,000). CSWD is currently working on the environmental review phase of the project and plans to go to bid on the project in by August and start construction by October. The estimated completion date of the project is end of 2018.

City of The Dalles Wastewater Plant Upgrade Project: The City of The Dalles applied for a \$2M Clean Water State Revolving Fund loan from DEQ in support of an \$11M project to upgrade their wastewater treatment plant. MCEDD has an agreement with the City (\$23,000) to support labor standards management on the project. The funds require compliance for all components with federal standards. Construction on the project has started and is estimated to continue through December.



To: MCEDD Board of Directors
Date: June 1, 2017
From: Carrie Pipinich, Project Manager
Re: Project Management Report

Broadband

- **Regional Broadband Access:** In February, Carrie coordinated meetings with engineering staff to identify opportunities to improve broadband service for communities in the region, with a focus on Klickitat, Wasco, and Sherman counties. These meetings indicated a willingness to explore partnership with local communities and others for additional network development in areas where the market is not providing needed access.
- **Wasco County:** Carrie has continued to work with Q-Life and the City of Maupin to move the fiber project forward. An RFP was issued this spring for construction of the system but came in significantly higher than anticipated. Q-Life has reissued the RFP with some modifications in hopes of closing the gap as much as is possible. Additionally, Carrie attended Rural Oregon Day to provide information on the public/private partnership approach taken in Maupin for rural broadband provision.
- **Maupin Broadband Adoption:** There is interest in hosting a broadband connectivity summit in Maupin to ensure that the fiber assets being developed are fully leveraged for community and economic development opportunities. Staff have discussed this proposal with local partners and outside experts and there is strong support for moving forward with a gathering. Planning is in initial stages with a goal to have the summit in the fall.
- **Sherman County:** The cities in Sherman County met to discuss opportunities to partner with Internet Service Providers to take advantage of the new middle-mile connectivity to support last mile service. The cities indicated that they were interested in exploring development of an RFP for network build outs in their communities and Carrie is working closely with them to create this RFP, identify potential funding opportunities, and develop an outreach plan for discussing broadband with the community.
- **“Networks of the Future” Conference:** Carrie is lead staff support for the Oregon Connections Conference which will be October 19 and 20 at the Hood River Inn this year. Futurist Steve Brown is the keynote speaker. Details are available at oregonconnections.info.

Wasco County Economic Development Commission (EDC):

- **County Economic Development Strategic Plan:** MCEDD provides project management support for the Wasco County Economic Development Commission. The EDC met at Hunt Park/Wasco County Fairgrounds in Tygh Valley in June. EDC Commissioners provided final input into and adopted a new Strategic Action Plan to guide their work in Wasco County. Wasco County Long Range Planner also joined the meeting to provide an overview of Wasco County 2040, the comprehensive plan update process that is just beginning. The meeting also provided an opportunity for the EDC to hear from the South Wasco Alliance as well as meet with representatives of the Fair Board, tour the facility, and discuss future plans.
- **Community Enhancement Projects:**
 - Carrie provided assistance to the City of The Dalles in developing their Oregon Water Resources Department grant application for Dog River Pipeline.
 - The City of Maupin has moved forward with the purchase of a new site for the joint City Hall/Library building that is located adjacent to Kaiser Park in downtown Maupin. This

site will allow for a large facility at a lower cost. Carrie worked with the City of Maupin to discuss support for their funding campaign related to their project.

- Carrie worked with the Port of The Dalles to submit a proposal for technical assistance for the AgLAB food business building project to the University of Oregon EDA University Center to conduct a feasibility study and related research.
- **EDC Committee Highlights:**
 - **Wamic/Pine Hollow:** Carrie worked with RCAC to bring training to the Wamic Water and Sanitary Board regarding the funding process for recommended water system projects. There is a one-stop meeting tentatively scheduled for late June with the potential funding agencies. In addition, Carrie worked closely with the South Wasco Park and Recreation District to provide grant writing technical assistance for their Oregon State Marine Board application for over \$300,000 in funding to replace the North Boat Ramp at the Pine Hollow Reservoir. The District also submitted a successful grant application to Oregon Department of Fish and Wildlife for approximately \$93,000 for the project.
 - **Dufur:** The Dufur Committee worked with the City and Chamber to finalize the Dufur Community Vision and Action Plan and it was adopted by the City in April.
 - **Mosier:** The Mosier Committee is working with the City on an abbreviated strategic planning process that will build on the Team Mosier efforts after the oil train derailment in 2016, the TSP process, and the outreach around the proposed joint-use facility to formulate a strategic plan to help guide the City moving forward.
 - **Open for Business Committee:** The committee is exploring grant writing training/technical assistance to support community economic development efforts. Additionally, the committee will gather information about business barriers and opportunities that would complement the work done with The Dalles Main Street's BRE program and the Port of The Dalles' interview program.
 - **Agriculture:** The Ag Committee discussed opportunities for engagement with the Wasco County 2040, the County's Comprehensive Plan Update process.

Fermentation Cluster:

- **Cider Events:** The Hood River Chamber of Commerce held this year's CiderFest in April. Attendance was affected due to adverse weather, but the event was still very successful. This year the Cider Society worked with Crush Cider Café to host a bottle shop at the event as a fundraiser for the group. The Cider Society is also working with Crush to support a local cider presence at the Hood River Farmer's Market on Saturdays throughout the summer. Initial response to the booth has been positive with good sales and additional visits at the tasting rooms following the market. Lastly, the group is working on developing a cider dinner scheduled for fall to feature the orchards that are also producing cider.
- **Cider Marketing Development:** The Gorge Cider Society developed its 2017 map with a new format. It provides an incentive to visit seven of the 10 cideries in order to receive a prize. The program is intended to encourage further exploration of the cideries in the Gorge.
- **Columbia Gorge Winegrowers:** Approximately 65 attendees participated in the three trainings hosted by the Association and supported by a USDA Rural Business Development Grant received by MCEDD. These trainings focused on tasting room experience, social media best practices, and brand development. This grant was completed in April.

Hood River Economic Development Group

- In February the Group hosted Carolyn Meece, Regional Development Officer from Business Oregon for North Central Oregon, to discuss changes at Business Oregon. In March the group met to discuss legislative priorities for each of the entities. And, in May the group met in Cascade Locks for a tour of the Port's flex space facility and the Renewal Workshop.



To: MCEDD Board of Directors
Date: June 15, 2017
From: Dan Hoyt, Project and Mobility Manager
Re: Project and Mobility Manager Report

Gorge Translink Alliance

MCEDD's Mobility Manager coordinates the Alliance which seeks to enhance regional connectivity and develop a seamless network of transportation services in the five-county region.

- At the May meeting six members shared several updates:
 - MCCOG has an Interim Director, David Meriwether who is expected to work into the autumn.
 - CAT has an Interim Director, Julie Stephens who is planning to work part-time a few months.
 - ODOT Region 4 has a new Regional Transportation Coordinator, Theresa Conley. She is the primary contact for MCEDD.
 - Seasonal bus service has begun:
 - WET bus
 - Columbia Gorge Express
 - General update regarding ongoing projects and plans

Transportation Service Expansion and Plans

Facilitating transportation connections is a core element of the Mobility Management position. Recent developments include:

- In April Columbia Area Transit (CAT) launched the test bus route: the Upper Hood River Valley route Monday - Friday 12pm - 5pm. This is a fixed route that will make deviations (by request) up to 1/4 mile along the route. There is a private partner covering the route during mornings and evenings.
- At the May ODOT Region 1 Area Commission on Transportation (ACT) meeting there was a presentation on the Portland's regions plans to expand freeway capacity in several locations depending on a statewide funding bill and other factors.
- In an April meeting of the Hood River Westside Concept Plan Public Project Advisory Committee (including public input) several issues were discussed without clear resolution. The City will present a final recommendation to City Council this summer (where more public input will be heard). Public concerns range from the need/desire to grow in general to details regarding roads, parks, affordable housing, and housing types.
- Contingent on the passage of the Washington state budget, Klickitat County has been awarded grant funds to establish a fixed route bus to operate Monday through Friday. One bus will originate in Goldendale with stops anticipated in Wishram and Dallesport and The Dalles. Dependent upon delivery of the vehicles, service will commence in October.

Drive Less Connect

- MCEDD is working with ODOT's statewide team planning for the September Drive Less Connect Challenge.
- In June MCEDD and Commute Options staff performed outreach at the Mid-Columbia Medical Center.

Pilot Project Implementation

- MCEDD continues working with CAT and Next Door, Inc. to improve transit access and services to Limited English Proficiency (LEP) individuals.
- MCEDD applied for an ODOT innovation grant, receiving encouraging feedback but not an award.

Transportation Plans

- Consultants working for CAT presented to the Stakeholder Advisory Committee and CAT Board members a final draft of the Hood River County Transportation District Transit Master Plan (TMP). Their goal is to present a final plan, for Board approval, this summer and begin implementing the TMP ideas quickly. The primary idea is modifying existing dial-a-ride services to free-up resources for new deviated fixed-route transit service within the local community and the region.
- MCEDD continues participating in the update of the Oregon Public Transportation Plan being conducted by ODOT. Their goal is to present the final plan to the Oregon Transportation Commission this summer.

WSDOT Funding

- MCEDD's 2017-2019 WSDOT \$65,000 grant supporting TransLink has been approved.