

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

Budget Packet Contents

1. **Agenda** for Budget Committee Meeting (Green Enclosure).
2. **Minutes** from the FY19 Budget Committee meeting (White Enclosure).
3. **Budget Narrative** - Provides a written explanation of the budget and includes significant changes from the prior fiscal year (Salmon Enclosure).
4. **Budget Appropriation by Category** - Provides a summary of the proposed budget by categories (Yellow Enclosure).
5. **Historical Data** - Includes prior approved budget information for FY 17 to FY 19 and the proposed budget (side-by-side) (Green Enclosure).
6. **All Funds Budget** - Presents details of income and expense costs by class, including agency funds (Yellow Enclosure).
7. **Operational Budget** - Provides details of income and expense costs by class for operational funds only (Green Enclosure).
8. **Special Projects Budgets**- Provides details on budgets for the special projects operational line item. (White Enclosure)
9. **Transportation Budgets**- Provides details on budgets for the transportation operational line item. (White Enclosure)
10. **Salary Plan** - Provides the proposed FY20 salary rates by classification (Lavender Enclosure).
11. **Benefit Plan** - Reflects the benefits for employees proposed in the budget (Lavender Enclosure).
12. **Local Assessments** – Provides details on local dues assessment (Pink Enclosure).
13. **Acronym Sheet** – Provides an overview of commonly used acronyms (White Enclosure).

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

BUDGET COMMITTEE MEETING AGENDA

THURSDAY, MAY 9, 2019

12:00 NOON
(LUNCH WILL BE PROVIDED)

MCEDD OFFICES
515 EAST SECOND STREET
THE DALLES, OREGON

AGENDA:

1. CALL TO ORDER/INTRODUCTIONS
2. ELECTION OF COMMITTEE CHAIRMAN AND SECRETARY
3. PRESENTATION OF FY 2020 (JULY 1, 2019-JUNE 30, 2020) BUDGET
4. RECOMMENDATION TO MCEDD BOARD OF DIRECTORS
5. ADJOURNMENT

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance, please contact MCEDD at 541-296-2266 (TTY 711) at least 48 hours before the meeting.

MCEDD is an equal opportunity lender, employer and provider.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

BUDGET COMMITTEE MEETING MINUTES
THURSDAY, MAY 17, 2018
12:00 NOON

MCEDD OFFICES
515 EAST SECOND STREET
THE DALLES, OREGON

ATTENDANCE

Committee Members: Dana Peck, Eric Proffitt, Fritz Ellett, Sam Bauer, Sue Knapp
Staff: Amanda Hoey, Jessica Metta, Siri Olson, Lauren Hernandez
Guests: Ken Bailey (MCEDD Board)

CALL TO ORDER/INTRODUCTIONS

Sam Bauer called the meeting to order at 12:04 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 Dana Peck to hold the position of Committee Chairman, and for Eric Proffitt to hold the position of Committee Secretary.

Eric Proffitt motioned to elect Dana Peck as Budget Committee Chair. Sam Bauer seconded the motion. Motion passed unanimously.

Sue Knapp motioned to elect Eric Proffitt as Budget Committee Secretary. Sam Bauer seconded the motion. Motion passed unanimously.

PRESENTATION OF FY 2019 (JULY 1, 2018-JUNE 30, 2019) BUDGET

Amanda Hoey and Siri Olson presented the FY 2019 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. The MCEDD budget was prepared through careful analysis of prior year's budgets, actual expenditures, and forecasted revenues and expenditures for possible future projects.

Siri stated many aspects of the budget are familiar for MCEDD, but some changes have occurred due to the acquisition of the LINK. These changes began taking effect on February 1, 2018 with the supplemental budget.

Siri highlighted that Projected Revenue includes the EDA partnership planning grant for \$80,000, a special project contract for the Gorge TransLink Alliance Mobility Management project, and reimbursement from the USDA Rural Community Development Initiatives grant for expanding the Agora Investment. Because the transportation department is new, the Budget Committee received an overview of the transportation department revenue to assist with understanding. The transportation budget includes carryover funds from MCCOG, which

includes the remaining resources for the STIF Enhancement grant for the completion of the transit center bus barn. It also includes revenue from a grant for the purchase of a new vehicle. The transportation department receives pass-through funds from Wasco County for purchased services and preventative maintenance. The transportation budget includes STIF dollars, which will be funded through a payroll tax. Most projected revenue amounts for the transportation department come from biennium agreements with ODOT. The budget includes a contract with GOBHI that funds Non-Emergency Medical Transportation rides and another contract with GOBHI that supports funding of the Transportation Operations Director. GOBHI rents office space at the Transit Center, which is also included.

Discussion: Siri noted the contract for GOBHI to support funding of the Transportation Operations Director goes through April 2019. Amanda stated MCEDD anticipates the STIF dollars becoming available in April 2019, which will offset the cost of that position. Fritz Ellett asked if MCEDD staff feel the budget is conservative enough to alleviate worry that an unexpected event might negatively affect it. Siri replied MCEDD staff conducted in-depth research when the supplemental budget for FY18 was prepared during the acquisition of the transportation department. Staff now have a better understanding of actual operation costs and cost associated with personnel. The budget projection is conservative, but most of it relates to ODOT funding. Because the ODOT contracts are on a biennium that comes to an end on June 30, 2019, it is easier to calculate what will be spent out for the rest of FY18 and to get a remaining balance for FY19. Ken Bailey added GOBHI was willing to step forward and cover the costs of the Transportation Operations Director position for the first year MCEDD operated the LINK. This took away some of MCEDD's risk and provided a cushion as MCEDD adjusted to overseeing the LINK. Dana Peck stated he and Ken serve on the Transportation Administration Board and it has been remarkable to watch MCEDD efficiently pick up a new department and incorporate it into overall operations.

Siri stated developing the projected loan fund revenue is based on current loan revenue projections for loans in MCEDD and OIB portfolios, excluding any in current litigation or any loans with unstable repayment history. MCEDD anticipates utilizing all Attainable Housing Loan Fund funds available. Revenue was calculated based on this activity. The RLF has an estimated 4.75% interest rate, which is based on MCEDD's current plan. For most loan funds, the conservative estimate interest rate of 7.25% was used for budget projections. The EDA Revolving Loan Fund is budgeted at more than 50% allocation of interest fees that will be restricted for relending purposes. This satisfies the EDA requirement.

Discussion: Amanda stated MCEDD saw challenges last year but has seen turnaround this year in terms of loans that have been funded, which affects current year projections and projections into next year. Things look positive based on the activity in the portfolio. Loans with unstable repayment history have been discounted to allow MCEDD to be more conservative in revenue projections. Sue Knapp asked if the Budget Committee discussed in the past how to determine the average amount of loan funds made. Amanda explained the Budget Committee discussed several models for how to project revenue of new loan funds. One challenge was not having enough cash flow in the current year to assure adequate revenue. The MCEDD Board determination was to use a three-year average of new loans to calculate the projected new loans for the FY.

Siri explained projected special projects total approximately \$564,000 in revenue. The USDA Rural Community Development Grant for expanding the Agora investment platform will come to an end in FY19. The final funding for this is anticipated to be received in August. The Specialty Crop Block Grant for Gorge Cider will also come to a close, and Oregon Connections will be moved to another agency. MCEDD is anticipating a position for an Energy Coordinator, dependent on more revenue. This is anticipated in August with the stipulation that full funding must be secured through grants or local match before implemented. Special project revenue also includes an anticipated foundation grant contract to support a portion of the required MCEDD contribution for a new AmeriCorps RARE position.

Projected personnel expenses include a 2% Cost of Living Adjustment for all employees as well as anticipated step increases that may occur through FY19. Some personnel changes took place during the current FY and were included in the supplemental budget. These changes are anticipated to continue through FY19. Changes include an increase in the Office Administrator position to assist with the growth of the organization, an increase of the Deputy Director to 1 FTE, inclusion of the LINK staff, and increased time for the driver and dispatch positions to support the increase in services associated with the new deviated fixed route, Farmer's Market, and STIF resources for new services. Other projected payroll expenses include an anticipated 9.1% health insurance rate increase and a 4% dental insurance increase to take place January 1, 2019.

Discussion: Amanda noted several positions are outlined in the budget, including one labeled Staff Support. The MCEDD Executive Committee and MCEDD Board are talking through potential modifications of positions based on the salary survey being conducted. The Support Staff position exists to give MCEDD the flexibility to bring on additional staff support or to provide support to existing positions. Fritz Ellett asked if personnel costs comprise the same proportion of expenses compared to revenue as they did before the acquisition of the LINK. Amanda stated MCEDD has increased personnel expenses and has seen an increase in expenses related to materials and supplies, but in relation to other elements, revenue and expenses are staying in proportion.

Siri noted projected travel expenses are higher in FY19 because MCEDD anticipates some out-of-state travel. Amanda serves on the NADO Board of Directors and will attend the NADO Annual Conference, and the potential Energy Coordinator may need to travel to California. Amanda's travel is included within the EDA planning grant and will be supplemented with an anticipated scholarship from a state foundation.

Discussion: Dana Peck asked if the state foundation scholarship was a sure thing. Amanda explained the scholarship is for \$1,000, and the initial indication from the Ford Family Foundation was positive. Dana asked if the budget should include language that MCEDD will pay the \$1,000 portion if the scholarship is not awarded. Amanda stated this would be a good option so the travel request doesn't have to go to the MCEDD board twice. The \$1,000 would come out of the Operations Budget under 101 Planning Grant. MCEDD can look at how to allocate the \$8,500 travel portion to ensure sufficient coverage if \$1,000 is used for the NADO Annual Conference travel. The narrative will be updated to state the scholarship is intended, but if it is not received, the cost will be covered through other funds.

Fritz Ellett motioned to approve the expenditure of organizational funds to cover the cost of the anticipated \$1,000 state foundation scholarship for travel to the NADO Annual Conference if the Ford Family Foundation scholarship is not received. Sam Bauer seconded the motion. Motion passed unanimously.

Siri explained projected expenses for Professional Services are higher in FY19. MCEDD anticipates having closing loan documents go under a new full legal review. Anticipated contractual expenses have increased due vehicle expenses, building costs, maintenance, and an increase in bonding insurance to cover the Transit Center and vehicles.

Discussion: Sam Bauer asked if delinquent or unstable loans come from specific industries or sectors that are not performing as well as others. Amanda stated litigation for one delinquent loan has been complete, and the loan balance it is being written off. This loan was for a daycare. Another loan MCEDD anticipates as potential litigation is a value-added agriculture business. Some retail loans have underperformed, but overall, there is no consistency between industry or sector. Sam asked if MCEDD is learning through these experiences and evaluating the initial decision to approve the loans. Amanda replied if the MCEDD loan program is functioning correctly, it is likely to see some loss, as the program sometimes serves loan clients that may be risky for a variety of reasons. One current loan client is facing challenges. This loan client has had credit challenges in the past and has been challenged in navigating them appropriately. Ken Bailey stated MCEDD works to make sure loan clients have resources available to help them through these challenges, including a partnership with the SBDC. By offering adequate training and assistance, MCEDD can support loan clients and potentially avoid a loan becoming delinquent or unstable. Fritz asked if the metrics on underperforming loans compared to the overall amount of loans has stayed the same. Amanda stated from prior years, MCEDD has seen a slight increase in underperforming loans, but a few from last year are carrying on into the new FY.

Amanda noted OIB set aside funds for a pilot program. The program will take on more risk for smaller loans. Loan clients are required to get counseling from an SBDC or similar source and to obtain direct technical assistance. This funding allows OIB to be flexible in emergency situations and was put to use after businesses were impacted during the Eagle Creek Fire.

Amanda stated total revenue is \$8,031,175 with a corresponding total of expenses. Sue asked if the 2020 Census will affect local assessments. Amanda stated she anticipates it will. MCEDD uses official 2010 Census counts for local assessments. The preliminary annual population numbers show a population increase, which is expected to show officially in the 2020 Census. The MCEDD board approved the local assessments strategy during last year's budget cycle.

Sue Knapp motioned to approve the FY2019 budget as presented (with modifications made to the narrative as discussed) for recommendation to the full MCEDD Board to adopt the budget. Fritz Ellett seconded the motion. Motion passed unanimously.

ADJOURNMENT

The meeting adjourned at 12:42 p.m.

Respectfully submitted by Lauren Hernandez, Office Administrator

FISCAL YEAR 2020 (July 1, 2019-June 30, 2020)
BUDGET NARRATIVE

SUMMARY

The 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 programs. Major changes incorporated into the FY20 budget include:

- an increase in funding for transportations services as a result of new funding through the Statewide Transit Improvement Fund (STIF);
- an anticipated consolidation of all MCEDD staff into the Transit Center building at 802 Chenoweth Loop Road in The Dalles in December 2019; and
- shifts in staffing levels due to growth of the organization overall.

The following provides a brief description of significant factors which are relevant to understanding MCEDD's budget.

BEGINNING BALANCES

CARRYOVER: The anticipated carryovers from FY19 include Intermediary Relending Program (IRP), Regional Strategies, Attainable Housing Development Revolving Loan Fund (AHDRLF), MCEDD Microloan program, Special Projects (project specific), Transportation and the General Fund.

RESTRICTED CARRYOVER: Special Projects restricted carryover is the estimated balance available for specific special projects that cross over multiple fiscal years. While there are a few other small projects, the primary carryover is related to the Hood River Energy Coordinator. The Transportation restricted carryover is a result of: 1) the timing of the Deviated Fixed Route, which started in the last quarter of FY19, 2) Facility reserve funds, 3) Federal grant funds for a new bus to be purchased in FY20, and 4) carryover for the Bus Shelter grant which had a delay in FY19 as we waited on the categorical exclusion determination.

UNRESTRICTED CARRYOVER: The IRP, Regional Strategies and AHDRLF carryover funds include amounts in unrestricted carryover as these amounts were accumulated from prior years of loan fund income not spent on administrative costs. The MCEDD Microloan fund also includes unrestricted carryover as these are funds available to operations and not restricted for relending/new loan purposes. Transportation unrestricted is comprised of general fund and facilities.

LOAN FUNDS AVAILABLE TO LOAN: Available to Loan Funds are based on the projected beginning fund balance, reduced by the estimated amount that is available for Administration. The Available to Loan balance is less than in previous years due to increased lending activity in prior fiscal years, which reduces the balance available to relend carryforward in FY20.

PROJECTED REVENUE

FEDERAL

PLANNING GRANT – MCEDD has a three-year Economic Development Administration Partnership Planning grant which is expected to provide at least \$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 derives 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 Drive Less Connect effort. It includes pass-through contracts to MCEDD from Washington State Department of Transportation and Oregon Department of Transportation.

TRANSPORTATION (LINK)- Federal funds includes the remaining resources through a STIP Enhance grant for the transit center facility construction and enhancement (completion of a bus barn and gate). It also includes revenue from a grant for purchase of a new vehicle and federal dollars for bus shelters and enhancements. The majority of federal funds are based on biennium agreements, with FY20 being the first year of the new agreements. Revenue is predicted based on half of the biennium amount. Finally, MCEDD secured federal discretionary funds for a new deviated fixed route service.

STATE-

SPECIAL PROJECTS: Includes funds under contract with the state under the Local Economic Opportunity Fund for economic resiliency and Transportation Options for Hood River Drive Less Connect activities.

TRANSPORTATION: Includes revenue for state Special Transportation Funds (MCEDD as subrecipient for funds through Wasco County). Also includes the new State Transportation Improvement Fund (STIF) dollars which were passed by the legislature as part of the transportation package and derive from a payroll tax. The State has provided estimates of revenue, advising to budget for a “130%” list of projects. Revenue is included at the “130%” level and expenditures are budgeted to phase projects in the event MCEDD receives a lesser amount of revenue. Funding through the Transportation Growth Management Program (TGM) is also included, as MCEDD has submitted a letter of interest.

LOCAL ASSESSMENTS – The local assessments are included based upon the recommendation of the MCEDD Board of Directors. It includes a \$0.61 per capita assessment to counties and cities and an overall total assessment to member Port Districts. This revenue category also includes the assessment to the City of The Dalles to support transportation services in The Dalles, which is projected at the higher rate (\$20,000) in comparison to last FY.

CONTRACT REIMBURSEMENTS –

SPECIAL PROJECTS: A substantial source for contract reimbursements is through 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. Special projects revenue also includes an anticipated foundation grant contract to support a portion of the required MCEDD contribution for an AmeriCorps RARE position. Finally, the Universal Pass is a substantial special project started in FY19 in partnership with two transportation providers and a large employer. MCEDD is the fiscal agent for this project and it is included in the FY20 budget at the same level, as we anticipate this activity to continue.

TRANSPORTATION: Includes anticipated revenues through agreements with

Greyhound and Wasco County. Also includes grants for the Farmer’s Market service (Providence, MCMC and application to AARP). Includes projected revenue for contracted services by the LINK to provide non-emergency transportation (NEMT) rides through the brokerage. Due to establishing the Deviated Fixed Route in The Dalles, the budget reflects a reduction in NEMT as a portion of these rides are anticipated to access the lower-cost Deviated Fixed Route. Revenue also includes the facility lease with Greater Oregon Behavioral Health, Inc (rental income at \$4248.30/month) through September. When consolidated at the Transit Center, MCEDD Administration will be paying rent to Transportation as an interfund transfer, with the expense being allocated across Loan and Special Project Funds.

OIB: Includes the approved contracted amount with the Columbia River Gorge Oregon Investment Board (OIB) for MCEDD services.

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 level of new MCEDD loans funded is projected using a three year average of lending, which is consistent with the manner in which we made projections last FY. See the table below for further detail. Staff analyzed both a three and four year average, which were comparable. For our sharp budget analysts, you may note a difference in the FY17 loan amount, which is due to a loan disbursement in FY17 that we voided, rescheduled and ultimately funded in FY18. The FY18 actual includes this loan amount.

Loan Fund Revenue Projections Using a Three Year Average	
Fiscal Year	MCEDD
FY17	\$ 252,195
FY18	\$ 777,200
FY19 (projected)	\$ 1,534,316
FY20 new loan projections <i>Average (rounded)</i>	\$ 850,000

The OIB new loan projection is developed using a four year average of lending to project loan fund revenue, consistent with the direction from the OIB in prior years. The four year average helped to even out an anomaly in FY17 lending. The OIB then included an additional \$80,000 in a set-aside and projected lending for the pilot program.

Loan Fund Revenue Projections Using a Four Year Average	
Fiscal Year	OIB
FY16	\$ 383,000
FY17	\$ 24,500
FY18	\$ 491,895
FY19 (projected)	\$ 370,000
AVERAGE	\$ 317,349
FY20 new loan projections with the pilot program addition	\$397,349

For the Attainable Housing Revolving Loan Fund, the anticipation is full utilization of the original allocation to fully revolve funds. Revenue is calculated accordingly.

LOAN FUND PRINCIPAL REPAYMENTS- Loan fund principal repayments revenue was based on projected payments from existing loan clients and includes scheduled loan payoffs, and known potential modifications which impact potential loan payoffs, as well as payments from new loans projected to be made in FY20. Adjustments were made to principal repayments for loans with a current severely 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 FY20 projections. However, adjustments were made to interest calculations for loans with a current severely 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 litigation or pending litigation.
2. Interest in FY20 from the estimated new loans booked during the remainder of FY19 (from May and June 2019) is included in the projections.
3. Projected loan interest for loans that have scheduled balloon payments in FY20 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 7.75% was used for budgeting purposes. It is a conservative figure as the average for the past few years has been higher 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 (AHDRLF), 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 4.75% interest rate. In order to provide the opportunity to revolve the fund, we have projected full utilization of the original principal. This maximizes our ability to make loans to fully revolve the fund, 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 FY20.
2. Other fees earned include restructuring fees, loan filing fees, and late payment fees.

The loan fee revenue also includes loan filing fees and late fees, in addition to the loan processing fees. The late payment fees are unchanged from the year prior, which is a conservative revenue estimate as actuals have been trending higher than budget. However, with the shift to an ACH payment system for new loans, we anticipate the late fees to reduce.

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 anticipated farebox (rider tickets) and vending revenue. In addition, it includes the interfund transfer to Transportation for rent from non-transportation funds for six months.

PROJECTED EXPENSES

WAGES – Annual salaries are included for all staff based on the salary schedule approved by the Board. There is a 2% COLA increase included this year. Step raises for eligible employees are included. Compared to last year the following changes are reflected:

- Addition of an Administrative Assistant to support overall growth of programs;
- Increase in the part-time Project Manager position to provide increased staffing capacity to meet the demands for Grant Administration and Labor Standards projects;
- Increase of driver/dispatch positions to fulfill needs for additional capacity resulting from the new Deviated Fixed Route and STIF funded projects; and
- A change in the Loan Fund Manager wage, as we anticipate to fill the impending staff vacancy starting at a lower range on the pay scale.

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. The Deputy Director has some broad allocations, but a primary concentration in transportation and Gorge Tech Alliance activities, which reflect the MCEDD organizational structure. Project and Program 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.

The Transportation Operations Director is allocated across transportation programs based on direct support and providing services in these programs. Dispatch/Drivers are distributed based on funding source revenue in the projects where direct transportation services are provided. Current Transportation Operations personnel are not allocated to the STIF revenue above 100%. Instead, additional personnel costs are budgeted for the “130%” STIF projects as we have been advised to plan for the higher level, but do not have certainty for receiving those funds.

OTHER PAYROLL EXPENSES (OPE) – Payroll expenses are based on 40.7%. Fringe Benefits are calculated for budget purposes, with an overall rate of 31.2%. This rate includes an anticipated 6% health insurance rate increase in January 2020 and 0% dental insurance increase. The budget therefore includes six months at the higher rate. Employer contributions for insurance is generally included for eligible employees. Other Fringe Benefits include a 457(b) contribution at 8.75%, disability/life insurance, and a Premium Only Section 125 plan in which employees may election to participate, as premium payments will be on a pre-tax basis.

PERSONAL TIME OFF (PTO) – PTO is calculated using the predicted PTO balances as of June 30, 2019 and earned PTO for FY 2020, 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 and General Fund

Transportation 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 FY20 is increased based on anticipated expenses for travel for delivery of programs. Travel for the new Loan Fund Manager training and travel. Travel costs for this fiscal year includes the following out-of-state trips: National Association of Development Organizations (NADO) annual conference, board meetings and scholarship-funded out-of-state travel.

EVENT SERVICES – Event services includes expenses related to the Annual Economic Symposium. As a change over the year prior, MCEDD transitioned the Oregon Connections conference to another region and the revenue and associated event services expenses are not included, contributing to a large drop in expected expenses in this line item.

EQUIPMENT AND SUPPLIES – The budget includes new computer equipment for staff on the scheduled replacement rotation. It also includes new camera systems for new vehicles, and new driver tablets with upgrades for all busses in the fleet. The majority of the Equipment and Supplies for Special Projects is related to GTA Wind Challenge and Robotics, which are reimbursable items.

PROFESSIONAL SERVICES

LEGAL SERVICES – Costs associated with legal services are estimated slightly higher than the prior budget, due to the actual costs that were associated with legal services for FY20 and due to ongoing uncertainty with certain loans in litigation.

AUDIT – The FY20 budget reflects the anticipated cost for auditing services which are under contract.

CONTRACTUAL –Special projects include a number of anticipated large contractual service expenses and changes:

- A second year AmeriCorps RARE through the University of Oregon
- Universal Pass – Includes expenses associated with partner agencies included in this project.
- Local Economic Opportunity Fund: Includes resiliency contract(s) for enhancing economic resilience guides
- Transportation Operations – Includes Ecolane software system used for scheduling based on the current use and peak vehicles.
- Includes Transportation Growth Management program funding. MCEDD has submitted a letter of interest but has no confirmation of funding. The revenue and expense is included in the budget to provide us authority to pursue a transit master plan for the Link, should funds be awarded. The activity will largely occur through a contract with another entity.
- STIF funded projects including an updated Wasco County Coordinated Transportation Plan, expanded marketing, and Spanish language outreach.

TESTING/TRAINING/SCREENING: Professional services includes drug/alcohol testing expenses and driving records necessary for the operations of the LINK public transportation. Includes increase due to FTA increasing random selection rates from

25 percent to 50 percent of covered employees, as well as, required transportation staff training and CDL physicals. It also includes volunteer background checks as it relates to GTA Wind Challenge and Robotics events.

VEHICLES:

MAINTENANCE: Generally, vehicle maintenance is included per schedule. There are 10 vehicles in the fleet currently, with an anticipation of increased costs due to expanded STIF services.

FUEL: Includes a significant increase due to potential impacts from HB2020 on fuel prices (16%) and an increased amount of fuel needed as services expand under STIF.

OTHER VEHICLE COSTS: Includes registration and title fees associated with purchasing a new vehicle.

COMMUNICATIONS:

ADVERTISING: Reflects an overall decrease due to the Everybody Rides campaign wrapping up expenses in FY19. Includes expenses associated with the expanded services related to STIF.

POSTAGE/FREIGHT: Decreased from prior years based on actual expenses. In addition, consolidating to one location will reduce the need to mail certain correspondence.

PRINTING: Although decreased, the majority of expenses is associated with Transportation Operations and expanded services due to STIF funding.

PUBS/SUBS: Includes anticipated increase in costs associated with publications.

TELEPHONE/ NETWORKING: Includes anticipated increase in rates and costs associated with consolidating to one location.

BUILDING COSTS-

MCEDD currently owns a facility on Chenoweth Loop Road in The Dalles (Transit Center) and leases a facility on East Second Street in The Dalles (Main Office). Greater Oregon Behavioral Health, Inc (GOBHI) is a current tenant at the Transit Center leasing space. GOBHI provided notice of their intent to depart the facility and end their lease. MCEDD has given notice on its leased space. MCEDD anticipates consolidating all personnel into the Transit Center by the end of the calendar year 2019.

RENT: The building rent at the MCEDD Main Office is included at the contracted rate through December. For January through June FY20, MCEDD Administration will be paying rent to Transportation, based on 50% of total Facility expenses, which is then allocated to all non-transportation funds based on the current Indirect Policy (Total Direct Wages). Included in facility expenses is \$10,000 to build the Facility Reserve fund.

UTILITIES AND JANITORIAL: Costs will actually decrease with the consolidation, as there will only be one facility to maintain.

REMODEL: Based on estimated costs for remodel, architectural, building permits, and moving costs. These costs are associated with non-transportation funds, therefore is

allocated only to these funds, based on Indirect Policy (Total Direct Wages).

BUILDING REPAIRS AND MAINTENANCE: The building repairs and maintenance are held steady to cover standard repairs and maintenance issues which may be encountered at the Transit Center.

BOND AND INSURANCE - The anticipated expenses for bonds and insurance have been increased 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. Transportation includes increase for property due to the anticipated completion of the Bus Barn by December 2019 and a 5% increase for vehicle insurance.

OTHER MATERIALS AND SERVICES

DUES AND FEES: Overall reduction due to not renewing Oregon Business Industry membership and no dues/fees associated with the John Day River Territory Project. While an overall reduction in the category amount, dues/fees does include an increase for dues to the Oregon Transit Association, which is based on peak vehicles in operation.

DUES AND FEES OTHER: Expenses are comprised of transitioning to an ACH Collection service for Loan Funds in order to provide electronic payment services for loan clients. There is a monthly module cost and a batch costs associated with the each loan fund, which is allocated based on revenue.

OTHER/INKIND/TRANSFER: Transfer Source includes Transportation Operations interfund transfer in support of Mobility Management activities. A decrease of In-Kind is associated with the Cider grant being completed 06/30/19. Budgeted In-Kind includes activities for the Hood River Energy Plan and expanded services for STIF.

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 includes a maximum grant budget of \$25,000.

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 FY20 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.

CAPITAL OUTLAY

BUS BARN: Includes expenses associated with completing the construction of the Bus Barn, which is funded by ODOT and STIF. Anticipated completion is December 2019.

NEW VEHICLE: Includes expense to purchase a new bus, funding by a federal grant.

CARRYOVER - RESTRICTED

The change in restricted carryover is primarily related to categorization. In prior FYs,

with the exception of FY19, the restricted Carryforward Loan funds are captured in the available to loan balance. FY19 was an anomaly in which a significant portion of the available to loan funds were captured in the restricted funds balance. In FY20's budget, it corrects the categorization to more clearly identify the resources as funds restricted for available to lend.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 BUDGET**

BUDGET APPROPRIATION BY CATEGORY			
REVENUES:	Adopted		
LOAN FUNDS (AVAILABLE TO LOAN)	2,815,416		
CARRYOVER FY19 - RESTRICTED FUNDS	85,862		
CARRYOVER FY19 - UNRESTRICTED FUNDS	495,423		
CARRYOVER FY 19 - TOTAL	3,396,701		
FEDERAL	754,895		
STATE	742,668		
LOCAL MATCH	74,250		
LOCAL ASSESSMENT	80,946		
CONTRACT REIMBURSEMENT	913,511		
PRINCIPAL REPAYMENTS	1,375,994		
LOAN INTEREST	477,712		
LOAN FEES	41,960		
OTHER REVENUE	58,393		
IN-KIND	32,435		
INVESTED FUNDS INTEREST	1,644		
TOTAL REVENUES	7,951,109		
EXPENDITURES:			
PERSONNEL COSTS	1,515,275		
MATERIALS AND SERVICES	1,051,469		
GRANTS DISBURSED	25,000		
REVOLVING LOAN FUND	4,413,856		
CAPITAL PURCHASE	313,844		
CARRYOVER			
CARRYOVER - RESTRICTED	51,978		
CARRYOVER - UNRESTRICTED	579,686		
CARRYOVER TOTAL	631,665		
TOTAL EXPENDITURES	7,951,109		

HISTORICAL COMPARISON

ADOPTED	ADOPTED	ADOPTED		PROPOSED	APPROVED	ADOPTED	1
2016-17	2017-18	2018-19		2019-20	2019-20	2019-20	2
	SUPPL	SUPPL	DESCRIPTION	BUDGET COMMITTEE	BUDGET COMMITTEE	MCEDD BOARD	3
			REVENUES				5
4,283,096	4,869,156	3,781,742	LOAN FUNDS (AVAILABLE TO LOAN)	2,815,416			6
113,566	242,803	51,747	CARRYOVER - RESTRICTED FUNDS	85,862			7
288,703	341,158	443,130	CARRYOVER - UNRESTRICTED FUNDS	495,423			8
4,685,365	5,453,117	4,276,619	TOTAL CARRYOVER	3,396,701	-	-	9
193,769	481,968	786,610	FEDERAL	754,895			11
60,068	72,454	279,455	STATE	742,668			12
23,000	19,000	65,026	LOCAL MATCH	74,250			13
45,530	55,034	69,202	LOCAL ASSESSMENTS	80,946			14
388,870	501,381	1,040,029	CONTRACT REIMBURSEMENTS	913,511			15
787,125	1,038,895	1,590,894	PRINCIPAL REPAYMENTS	1,375,994			16
405,012	362,595	495,650	LOAN INTEREST	477,712			17
57,824	49,691	40,983	LOAN FEES	41,960			18
31,800	44,638	74,408	OTHER REVENUE	58,393			19
63,923	24,473	46,079	IN-KIND	32,435			20
2,260	1,646	2,113	INVESTED FUNDS INTEREST	1,644			21
6,744,546	8,104,892	8,767,066	TOTAL REVENUE	7,951,109	-	-	22
			EXPENDITURES				24
			PERSONNEL COSTS:				25
472,383	616,520	948,899	WAGES	1,067,797			26
135,577	147,409	272,769	FRINGE BENEFITS	344,738			27
41,248	57,097	96,802	PAYROLL TAXES	102,740			28
649,208	821,026	1,318,470	TOTAL PERSONNEL COSTS	1,515,275	-	-	29
			MATERIALS AND SERVICES:				31
30,859	27,596	38,390	TRAVEL	39,000			32
22,891	22,790	24,344	EVENT SERVICES	3,900			33
4,500	6,500	4,750	EQUIPMENT	12,310			34
32,116	42,176	43,001	SUPPLIES	44,830			35
			PROFESSIONAL SERVICES:	-			36
6,950	10,788	11,850	Legal	12,600			37
13,150	13,413	13,614	Audit	14,335			38
14,874	8,451	5,450	Filing Fees	5,725			39
254,481	235,262	507,256	Contractual	581,599			40
	1,000	1,000	Testing/Training/Screening	4,000			41
			VEHICLE COSTS	-			42
-	20,200	40,250	Repairs/Maintenance	46,654			43
-	10,415	40,636	Fuel	70,983			44
			Other Vehicle Costs	180			45
			COMMUNICATIONS:	-			46
8,000	8,785	22,530	Advertising	16,700			47
2,500	2,280	4,008	Postage & Freight	2,550			48
8,200	13,125	13,267	Printing	12,214			49
280	335	348	Pubs & Subs	800			50
8,950	11,903	13,617	Telephone & Networking Expenses	18,558			51

HISTORICAL COMPARISON

			BUILDING COSTS:	-			52
13,440	17,714	14,687	Rent	17,200			53
5,000	10,775	27,194	Utilities and Janitorial	18,407			54
	-	41,250	Building Remodel	61,600			55
500	8,800	8,800	Building Repairs and Maintenance	8,800			56
3,350	6,714	9,554	BOND AND INSURANCE	11,008			57
			OTHER MATERIALS & SERVICES:	-			58
7,050	5,699	8,240	Dues and Fees	6,530			59
890	4,440	4,968	Other	6,550			60
			Transfer to Source	2,000			61
63,923	24,473	46,079	In-Kind	32,435			62
501,904	513,634	945,082	TOTAL MATERIALS AND SERVICES	1,051,469	-	-	63
							64
25,000	15,000	25,000	GRANTS DISBURSED	25,000			65
							66
			REVOLVING LOAN FUND:				67
3,350,000	2,959,000	3,233,385	New Loans Made	2,347,349			68
100,795	101,775	102,861	IRP Payment-Principal Portion	103,990			69
20,611	19,605	18,519	IRP Payment-Interest Portion	18,041			70
1,759,829	2,969,006	1,624,875	Ending Available to be Loaned	1,944,477			71
5,231,235	6,049,386	4,979,640	TOTAL REVOLVING LOAN FUND	4,413,856	-	-	72
							73
	188,332	398,412	CAPITAL OUTLAY	313,844			74
							75
25,094	35,194	651,441	CARRYOVER - RESTRICTED	51,978			76
312,105	482,320	448,551	CARRYOVER - UNRESTRICTED	579,686			77
337,199	517,514	1,099,991	TOTAL CARRYOVER	631,665	-	-	78
6,744,546	8,104,892	8,767,066	TOTAL EXPENDITURES	7,951,109	0	0	79

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 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	
1	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLF _s	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	372 MCEDD MICRO LOAN (NWBDA)	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	E905 JDRT GENERAL	E580 ARTS CLUSTER	TOTAL	1	
2	BEGINNING BALANCES																							2	
3	Loan Funds Available to Loan	169,297	74,510	43,313	101,112	1,485	19,055	826	2,745	74,869	1,164,157	2,909					-			1,161,139			2,815,416	3	
4	Restricted Carryover from FY19															35,385	41,837				8,232	408	85,862	4	
5	Unrestricted Carryover from FY19	44,594	-	16,103		12,207					37,027	2,000	-	-	-	-	99,491	284,000	-				495,423	5	
6	TOTAL FUND AVAIL FOR FY20	213,891	74,510	59,417	101,112	13,692	19,055	826	2,745	74,869	1,201,184	4,909	-	-	-	35,385	141,329	284,000	-	1,161,139	8,232	408	3,396,701	6	
7																								7	
8	REVENUE																							8	
9	Federal	-	-	-	-	-	-	-	-	-	-	-	-	80,000		95,947	578,948		-				754,895	9	
10	State	-	-	-	-	-	-	-	-	-	-	-	-			35,043	707,625		-				742,668	10	
11	Local Match	-	-	-	-	-	-	-	-	-	-	-	-	56,896		33,000	-	(56,896)	-		41,250		74,250	11	
12	Local Assessment	-	-	-	-	-	-	-	-	-	-	-	-			4,050	20,000	56,896	-				80,946	12	
13	Contract Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	1,000	94,049	710,348	106,614		-			1,500	913,511	13	
14	Principal Payments	241,839	33,702	11,579	188,810	3,675	14,688	9,216	2,064	14,650	659,972	4,259					-		-	191,541			1,375,994	14	
15	Loan Interest	184,897	16,029	19,400	50,853	11,811	19,951	144	8,400	4,859	52,081	1,788					-		-	107,498			477,712	15	
16	Loan Processing Fees	6,000	1,500	750	3,000	-	375	-	-	1,125	11,000	-					-	-	-	5,960			29,710	16	
17	Loan Filing Fees	2,500	250	250	500	100	100	200	100	100	500	-					-	-	-	1,050			5,650	17	
18	Loan Late Fees	2,000	100	50	1,400	-	300	-	100	100	50	-					-	-	-	2,500			6,600	18	
19	Transfer to/from (Match)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	(0)	-	-				2,000	19	
20	Transfer to/from (Support)	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-	-	9,857	(2,000)	-				9,857	20	
21	Other Revenue (incl. farebox)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	44,537	2,000	-				46,537	21	
22	In-Kind	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23,960	8,475	-	-				32,435	22	
23	Invested Funds Interest	107	37	30	51	7	10	0	1	37	578	15				-	48	142	-	581		0	1,644	23	
24	TOTAL REVENUE	437,343	51,619	32,058	244,613	15,593	35,424	9,560	10,666	20,871	724,181	6,062	-	139,896	94,049	904,348	1,476,103	142	-	309,130	41,250	1,500	4,554,408	24	
25																								25	
26	WAGES																							26	
27	Executive Director	4,500	600	100	2,100	1,000	1,800	-	750	750	1,500	200	5,500	52,000	19,000	9,850	2,500	183	5,000				107,333	27	
28	Deputy Director	-	-	-	-	-	-	-	-	-	-	-	1,500	4,250	-	42,550	30,121	221	2,100				80,742	28	
29	Finance Manager	1,000	250	200	500	-	-	-	-	-	1,500	-	9,500	8,000	7,500	6,250	17,200	382	19,000				71,282	29	
30	Loan Fund Manager	8,850	1,200	1,300	4,000	2,400	5,000	50	1,750	1,250	3,000	700	9,000	-	20,000	1,930	-	4,141	-				64,571	30	
31	Project Managers :	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	31	
32	Part-time Project Manager	-	-	-	-	-	-	-	-	-	-	-	-	7,000	-	50,500	-	944	-				58,444	32	
33	Mobility/Project Manager	-	-	-	-	-	-	-	-	-	-	-	-	-	-	60,400	9,000	308	-				69,708	33	
34	Project Manager	-	-	-	-	-	-	-	-	-	-	-	-	7,600	-	62,500	-	329	-				70,429	34	
35	Program Manager	-	-	-	-	-	-	-	-	-	-	-	-	-	-	58,250	-	1,707	-				59,957	35	
36	Transportation Operations Manager	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	56,019	-	-				56,019	36	
37	Dispatch/Scheduler	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	66,545	-	-				66,545	37	
38	Full Time Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	168,870	-	-				168,870	38	
39	Part Time Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	73,077	-	-				73,077	39	
40	Transportation Staff- 130% STIF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	43,317	-	-				43,317	40	
41	Administrative Assistant	4,600	500	500	1,750	500	1,000	-	500	250	1,000	200	4,600	-	4,600	15,200	-	-	-				35,200	41	
42	Office Administrator	-	-	-	-	-	-	-	-	-	-	-	4,000	3,800	3,500	6,300	11,000	1,204	12,500				42,304	42	
43	Total Wages	18,950	2,550	2,100	8,350	3,900	7,800	50	3,000	2,250	7,000	1,100	34,100	82,650	54,600	313,730	477,648	9,419	38,600				1,067,797	43	
44	Fringe Benefits	5,125	690	568	2,258	1,055	2,109	14	811	608	1,893	297	9,222	22,352	14,766	84,845	184,486	3,200	10,439				344,738	44	
45	Payroll Taxes	1,640	221	182	723	337	675	4	260	195	606	95	2,951	7,152	4,725	27,147	51,465	1,024	3,340				102,740	45	
46	TOTAL PERSONNEL COSTS	25,715	3,460	2,850	11,331	5,292	10,584	68	4,071	3,053	9,499	1,493	46,273	112,153	74,091	425,722	713,599	13,643	52,379				1,515,275	46	
47																								-	47
48	TRAVEL & CONFERENCES	1,300	200	150	750	300	350	-	-	-	1,000	-	1,000	7,000	1,000	17,050	3,150	-	2,000		3,750		39,000	48	
49	EVENT SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-	1,900	-	-	-				3,900	49	
50	EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	2,000	-	-	-	8,310	-	2,000				12,310	50	
51	SUPPLIES	-	-	-	-	-	-	-	-	-	-	20	-	1,000	150	26,375	6,850	-	9,685		750		44,830	51	
52	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				-	52	
53	Legal	1,800	250	750	1,800	300	75	-	100	100	100	75	500	-	-	-	-	-	750	6,000			12,600	53	
54	Auditing	1,453	133	152	415	89	154	3	64	46	477	13	-	-	3,000	-	-	-	8,335				14,335	54	
55	Filing Fees	2,500	250	250	500	100	100	200	100	100	500	-	75	-	-	-	-	-	-	1,050			5,725	55	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 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
1	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLF _s	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	372 MCEDD MICRO LOAN (NWBDA)	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	E905 JDRT GENERAL	E580 ARTS CLUSTER	TOTAL	1
56	Contractual	-	-	-	-	-	-	-	-	-	-	200	-	800	-	267,650	181,500	-	1,000	94,049	36,400	-	581,599	56
57	Testing/Training/Screening	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500	3,500	-	-	-	-	-	4,000	57
58	VEHICLE COSTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	58
59	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	46,654	-	-	-	-	-	46,654	59
60	Fuel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	70,983	-	-	-	-	-	70,983	60
61	Other Vehicle Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	180	-	-	-	-	-	180	61
62	COMMUNICATIONS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	62
63	Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	500	8,500	-	1,200	500	6,000	-	16,700	63
64	Postage & Freight	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100	1,000	-	1,250	-	200	-	2,550	64
65	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,175	7,539	-	500	500	1,500	-	12,214	65
66	Pubs & Subs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	800	-	-	-	800	66
67	Telephone & Networking	-	-	-	-	-	-	-	-	-	-	-	1,000	-	-	1,150	9,708	-	6,600	-	100	-	18,558	67
68	BUILDING COSTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	68
69	Rent	345	46	38	152	71	142	1	55	41	127	20	620	1,503	993	5,704	-	-	7,343	-	-	-	17,200	69
70	Building Utilities & Janitorial	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,575	-	2,832	-	-	-	18,407	70
71	Building Remodel -Transit Center	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	61,600	-	-	-	61,600	71
72	Building Remodel - Allocation	214	29	24	94	44	88	1	34	25	79	12	385	933	616	3,540	-	(7,648)	1,531	-	-	-	-	72
73	Building Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,000	-	800	-	-	-	8,800	73
74	BOND AND INSURANCE	-	-	-	350	-	-	-	-	-	-	-	-	-	-	-	6,889	-	3,770	-	-	-	11,008	74
75	OTHER MATERIALS & SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75
76	Dues and Fees	-	-	-	-	-	-	-	-	-	-	-	1,000	2,250	-	150	1,200	-	1,930	-	-	-	6,530	76
77	Other	75	7	8	48	10	18	0	7	5	90	90	300	90	-	-	5,625	-	175	-	-	-	6,550	77
78	TRANSFER TO SOURCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-	-	-	-	-	2,000	78
79	IN-KIND	-	-	-	-	-	-	-	-	-	-	-	-	-	-	23,960	8,475	-	-	-	-	-	32,435	79
80	TOTAL MATERIALS AND SERVICES	7,687	915	1,372	4,109	914	927	204	360	318	2,374	431	6,880	15,485	5,849	350,754	395,638	53,952	52,500	102,099	48,700	-	1,051,469	80
81																								81
82	GRANTS DISTRIBUTED	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	25,000	-	-	25,000	82
83	REVOLVING LOAN FUND																							83
84	New Loans Made	400,000	100,000	50,000	200,000	-	25,000	-	-	75,000	1,100,000	-	-	-	-	-	-	-	-	397,349	-	-	2,347,349	84
85	Loan Principal	86,727	6,757	10,506	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	103,990	85
86	Loan Interest	13,411	1,800	2,830	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	18,041	86
87	Ending Loan Available Balance	47,370	9,897	4,983	120,630	6,125	8,948	10,056	5,511	14,767	762,592	7,776	-	-	-	-	-	-	-	945,821	-	-	1,944,477	87
88	CAPITAL PURCHASE																313,844						313,844	88
89	Carryover to FY21 (Restricted Funds)	-	-	-	-	-	-	-	-	-	-	-	-	637	-	-	48,652	-	-	782	1,908	-	51,978	89
90	Carryover to FY21 (Unrestricted Funds)	48,412	351	16,506	-	12,443	-	-	-	-	42,806	-	-	-	6,433	119,148	117,041	216,547	-	-	-	-	579,686	90
91	TOTAL DIRECT EXPENSES	629,321	123,180	89,047	336,070	24,775	45,460	10,328	9,941	93,139	1,917,270	9,699	53,152	128,276	86,372	895,624	1,588,773	284,142	104,879	1,470,269	49,482	1,908	7,951,109	91
92																								92
93	FACILITY SPREAD - TRANSPORTATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(9,857)	-	-	-	-	-	(9,857)	93
94	FACILITY SPREAD - NON TRANSPORTATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	94
95	TRANSPORTATION ADMIN SPREAD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	95
96	LOAN FUNDS SPREAD	19,248	2,590	2,133	8,481	3,961	7,923	51	3,047	2,285	7,110	1,117	(57,947)	-	-	-	-	-	-	-	-	-	-	96
97	ADMIN SPREAD	2,664	359	295	1,174	548	1,097	7	422	316	984	155	4,794	11,620	7,677	44,109	38,515	-	(104,879)	-	-	-	9,857	97

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 OPERATIONAL BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U
	DESCRIPTION	320 IRP	321 IRP SHERMAN	322 IRP WA	336 EDA RLF	345 RLF REG STRAT	350 RBEG- OR	355 RBEG-WA	357 RBEG-KL/SK	370 CDBG- MICRO ENT	371 HOUSING RLF	372 MCEDD Micro Loan (NWBD)	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	601 - 690 TRANSPOR- TATION	802/804 GENERAL FUND	801 ADMIN	TOTAL	
1	BEGINNING BALANCES																				
2	Loan Funds Available to Loan																				
3	Restricted Carryover from FY19															35,385	41,837				77,222
4	Unrestricted Carryover from FY19	44,594	-	16,103		12,207					37,027	2,000					99,491	284,000			495,423
5	TOTAL FUND AVAIL FOR FY20	44,594	-	16,103	-	12,207	-	-	-	-	37,027	2,000	-	-	-	35,385	141,329	284,000	-	-	572,645
6	REVENUE																				
7	Federal													80,000	95,947	578,948					754,895
8	State														35,043	707,625					742,668
9	Local Match													56,896	33,000			(56,896)			33,000
10	Local Assessment														4,050	20,000	56,896				80,946
11	Contract Reimbursements													1,000	94,049	710,348	106,614				912,011
12	Principal payments																				
13	Loan Interest	184,897	16,029	19,400	50,853	11,811	19,951	144	8,400	4,859	52,081	1,788									370,214
14	Loan Processing Fees	6,000	1,500	750	3,000	-	375	-	-	1,125	11,000	-									23,750
15	Loan Filing Fees	2,500	250	250	500	100	100	200	100	100	500	-									4,600
16	Loan Late Fees	2,000	100	50	1,400		300		100	100	50	-									4,100
17	Transfer From/To Fund Source (MATCH)															2,000	(0)				2,000
18	Transfer From/To Fund Source (SUPPORT)													2,000			9,857	(2,000)			9,857
19	Other Revenue (incl Farebox)																44,537	2,000			46,537
20	In-Kind															23,960	8,475				32,435
21	Invested Funds Interest	107	37	30	51	7	10	0	1	37	578	15					48	142			1,063
22	TOTAL REVENUE	195,504	17,917	20,480	55,803	11,918	20,735	344	8,602	6,222	64,209	1,803	-	139,896	94,049	904,348	1,476,103	142	-	-	3,018,075
23	WAGES																				
24	Executive Director	4,500	600	100	2,100	1,000	1,800		750	750	1,500	200	5,500	52,000	19,000	9,850	2,500	183	5,000		107,333
25	Deputy Director												1,500	4,250		42,550	30,121	221	2,100		80,742
26	Finance Manager	1,000	250	200	500						1,500		9,500	8,000	7,500	6,250	17,200	382	19,000		71,282
27	Loan Fund Manager	8,850	1,200	1,300	4,000	2,400	5,000	50	1,750	1,250	3,000	700	9,000		20,000	1,930		4,141			64,571
28	Project Managers :																				
29	Part-time Project Manager													7,000				944			58,444
30	Mobility/Project Manager															60,400	9,000	308			69,708
31	Project Manager													7,600		62,500		329			70,429
32	Program Manager															58,250		1,707			59,957
33	Transportation Operations Manager																56,019				56,019
34	Dispatch/Schedulers																66,545				66,545
35	Full Time Drivers																168,870				168,870
36	Part Time Drivers																73,077				73,077
37	Transportation Staff: 130% STIF																43,317				43,317
38	Administrative Assistant	4,600	500	500	1,750	500	1,000		500	250	1,000	200	4,600		4,600	15,200		2,414			37,614
39	Office Administrator												4,000	3,800	3,500	6,300	11,000	1,204	12,500		42,304
40	Total Wages	18,950	2,550	2,100	8,350	3,900	7,800	50	3,000	2,250	7,000	1,100	34,100	82,650	54,600	313,730	477,648	11,833	38,600	-	1,070,211
41	Fringe Benefits	5,125	690	568	2,258	1,055	2,109	14	811	608	1,893	297	9,222	22,352	14,766	84,845	184,486	3,200	10,439		344,738
42	Payroll Taxes	1,640	221	182	723	337	675	4	260	195	606	95	2,951	7,152	4,725	27,147	51,465	1,024	3,340		102,738
43	TOTAL PERSONNEL COSTS	25,715	3,460	2,850	11,331	5,292	10,584	68	4,071	3,053	9,499	1,493	46,273	112,153	74,091	425,722	713,599	16,057	52,379	-	1,517,687
44	TRAVEL & CONFERENCES	1,300	200	150	750	300	350				1,000		1,000	7,000	1,000	17,050	3,150		2,000		35,250
45	EVENT SERVICES													2,000		1,900					3,900
46	EQUIPMENT												2,000				8,310		2,000		12,310
47	SUPPLIES											20		1,000	150	26,375	6,850		9,685		44,080
48	PROFESSIONAL SERVICES																				
49	Legal	1,800	250	750	1,800	300	75	-	100	100	100	75	500						750		6,600
50	Auditing	1,453	133	152	415	89	154	3	64	46	477	13		3,000					8,335		14,335
51	Filing Fees	2,500	250	250	500	100	100	200	100	100	500	-	75								4,675
52	Contractual											200		800		267,650	181,500		1,000		451,150
53	Testing/Training/Screening															500	3,500				4,000
54	VEHICLE COSTS																				
55	Repairs & Maintenance																46,654				46,654
56	Fuel																70,983				70,983
57	Other Vehicle Costs																180				180
58	COMMUNICATIONS																				
59	Advertising															500	8,500		1,200		10,200
60	Postage & Freight															100	1,000		1,250		2,350

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 OPERATIONAL BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	
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	372 MCEDD Micro Loan (NWBDA)	390 GEN LOAN FUNDS	101 PLANNING GRANT	552 OIB STAFFING	SPECIAL PROJECTS	601 - 690 TRANSPOR- TATION	802/804 GENERAL FUND	801 ADMIN	TOTAL	1	
65	Printing															2,175	7,539		500	10,214	64	
66	Pubs & Subs															-	-		800	800	65	
67	Telephone & Networking												1,000			1,150	9,708		6,600	18,458	66	
68	BUILDING COSTS																				67	
69	Rent	345	46	38	152	71	142	1	55	41	127	20	620	1,503	993	5,704	-		7,343	17,200	68	
70	Building Utilities & Janitorial															-	15,575		2,832	18,407	69	
71	Building Remodel - Transit Center																	61,600		61,600	70	
72	Building Remodel - Allocation	214	29	24	94	44	88	1	34	25	79	12	385	933	616	3,540	-	(7,648)	1,531	-	71	
73	Building Repairs & Maintenance																		800	8,800	72	
74	BOND AND INSURANCE				350														3,770	11,008	73	
75	OTHER MATERIALS & SERVICES																				74	
76	Dues and Fees												1,000	2,250		150	1,200		1,930	6,530	75	
77	Other	75	7	8	48	10	18	0	7	5	90	90	300		90	-	5,625		175	6,550	76	
78	TRANSFER TO SOURCE																			2,000	77	
79	IN-KIND															23,960	8,475			32,435	78	
80	TOTAL MATERIALS AND SERVICES	7,687	915	1,372	4,109	914	927	204	360	318	2,374	431	6,880	15,485	5,849	350,754	395,638	53,952	52,500	900,670	79	
81	GRANTS DISTRIBUTED																				-	81
83	REVOLVING LOAN FUND																				-	82
84	New Loans Made																				-	83
85	Loan Principal	86,727	6,757	10,506																	103,990	84
86	Loan Interest	13,411	1,800	2,830																	18,041	85
87	Loan Available Balance	36,234	1,685	91	30,708	966	205	14	702	249	38,464	608									109,926	86
88	CAPITAL PURCHASE																				313,844	87
89	Carryover to FY21 (Restricted Funds)	-	-	-	-	-	-	-	-	-	-	-		637							48,652	88
90	Carryover to FY21 (Unrestricted Funds)	48,412	351	16,506		12,443					42,806				6,433	119,148	117,041	214,133			577,273	89
91	TOTAL EX W/O INDIRECT	218,186	14,968	34,155	46,148	19,615	11,716	287	5,133	3,620	93,142	2,531	53,152	128,276	86,372	895,624	1,588,773	284,142	104,879	3,590,719	90	
92	FACILITY SPREAD - TRANSPORTATION																(9,857)				(9,857)	91
93	TRANSPORTATION ADMIN SPREAD																					92
94	LOAN FUNDS SPREAD	19,248	2,590	2,133	8,481	3,961	7,923	51	3,047	2,285	7,110	1,117	(57,947)									93
95	ADMIN SPREAD	2,664	359	295	1,174	548	1,097	7	422	316	984	155	4,794	11,620	7,677	44,109	38,515		(104,879)	9,857	94	
96	TOTAL EXPENSES	240,098	17,917	36,583	55,803	24,125	20,735	344	8,602	6,222	101,236	3,803	-	139,896	94,049	939,733	1,617,431	284,142	-	3,590,719	95	
97																						96
98																						97
99																						98
100	DIFFERENCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(0)	-	-	-	-	1	99

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 SPECIAL PROJECTS BUDGET**

	A	B	C	D	E	F	G	H	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	Y	Z	AA
56	Other	-																								56
57	IN-KIND MATCH	23,960																		23,960						57
58	TOTAL EXPENES W/O INDIRECT	776,476	-	61,117	17,714	5,199	38,333	51,966	7,124	4,955	2,330	54,999	15,090	20,910	500	2,635	87,296	7,205	19,424	237,650	99,738	4,576	7,097	25,875	4,743	58
59																										
60	ADMIN SPREAD	44,109	-	6,046	1,406	527	3,705	5,118	682	482	211	4,984	415	1,040	-	49	8,330	675	1,828	-	7,487	246	654	-	225	60
61	TOTAL EXPENSES	820,586	-	67,162	19,120	5,726	42,037	57,084	7,806	5,438	2,541	59,983	15,505	21,950	500	2,684	95,627	7,880	21,251	237,650	107,224	4,822	7,751	25,875	4,968	61
62	Carryover to FY21 (Restricted Funds)	-																								62
63	Carryover to FY21 (Unrestricted Funds)	119,148	56,000	41,588	5	274	2,963	2,916	194	2,012	459	17	(5)	50	-	16	98	120	64	7,350	4,069	178	749	-	32	63

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 TRANSPORTATION BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DESCRIPTION	TOTAL TRANSPORTATION OPERATIONS	601 TRANS GENERAL FUND	602 STIP Enhance/Bus Barn	603 ODOT Operations/Dial A Ride	604 Brokerage Rides	606 Wasco Co STF	607 Wasco Co 5310 Support (Purchased Svcs)	608 Facility	610 Transportation Grants	611 Bus/Bus Shelters and PUD	612 STIF Transportation Package	613 Deviated Fixed Route (5310)	614 Federal Vehicle (5339)	TGM	690 Transportation Admin	1
2	BEGINNING BALANCES																2
3	Loan Funds Available to Loan	-										0					3
4	Restricted Carryover from FY19	41,837							10,146		3,484	16,207		12,000			4
5	Unrestricted Carryover from FY19	99,491	94,494						4,998			-					5
6	TOTAL FUND AVAIL FOR FY20	141,329	94,494	-	-	-	-	-	15,144	-	3,484	16,207	-	12,000	-	-	6
7																	7
8	REVENUE																8
9	Federal	578,948		129,764	129,749			92,968			61,226	-	97,241	68,000			9
10	State	707,625					67,700					494,925			145,000		10
11	Local Match	-	(20,000)		20,000							-					11
12	Local Assessment	20,000	20,000									-					12
13	Contract Reimbursements	106,614					85,869		12,745	8,000		-					13
14	Principal payments	-										-					14
15	Loan Interest	-										-					15
16	Loan Processing Fees	-										-					16
17	Loan Filing Fees	-										-					17
18	Loan Late Fees	-										-					18
19	Transfer From/To Fund Source (MATCH)	(0)		40,000	81,615		(67,700)	(13,915)			8,000	(145,241)	97,241				19
20	Transfer From/To Fund Source (SUPPORT)	9,857	9,857		79,053			(79,053)				-					20
21	Other Revenue (incl Farebox)	44,537	400		35,000						9,137	-					21
22	In-Kind	8,475										8,475					22
23	Invested Funds Interest	48	46	-	-	-	-	-	-	-	2	-					23
24	TOTAL REVENUE	1,476,103	10,303	169,764	345,417	85,869	-	(0)	12,745	8,000	78,365	358,159	194,482	68,000	145,000	-	24
25																	25
26	WAGES																26
27	Executive Director	2,500							500			2,000					27
28	Deputy Director	30,121	221		3,000	1,500			500	425	3,725	16,000	4,750				28
29	Finance Manager	17,200			3,000	500					500	10,200	3,000				29
30	Loan Fund Manager	-										-					30
31	Project Managers :	-										-					31
32	Part-time Project Manager	-										-					32
33	Mobility/Project Manager	9,000										9,000					33
34	Project Manager	-										-					34
35	Program Manager	-										-					35
36	Transportation Operations Manager	56,019	899		24,000	6,000				550		14,570	10,000				36
37	Dispatch/Schedulers	66,545	1,954		30,076	7,477				697		9,408	16,934				37
38	Full Time Drivers	168,870	5,792		73,381	18,242				1,700		28,440	41,316				38
39	Part Time Drivers	73,077	4,714		30,419	7,562				705		12,549	17,127				39
40	Transportation- 130% STIF staff	43,317										43,317					40
41	Office Administrator	11,000			3,000	750					250	4,800	2,200				41
42	Total Wages	477,648	13,580	0	166,876	42,031	0	0	1,000	4,076	4,475	150,284	95,326	0	0	0	42
43	Fringe Benefits	184,486	5,245	0	64,454	16,234	0	0	386	1,574	1,728	58,046	36,819	0	0	0	43
44	Payroll Taxes	51,465	1,463	0	17,980	4,529	0	0	108	439	482	16,193	10,271	0	0	0	44
45	TOTAL PERSONNEL COSTS	713,599	20,288	-	249,310	62,793	-	-	1,494	6,089	6,686	224,523	142,416	-	-	-	45
46																	46
47	TRAVEL & CONFERENCES	3,150										3,150					47
48	EVENT SERVICES	-										-					48
49	EQUIPMENT	8,310										-				8,310	49

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2020 TRANSPORTATION BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DESCRIPTION	TOTAL TRANSPORTATION OPERATIONS	601 TRANS GENERAL FUND	602 STIP Enhance/Bus Barn	603 ODOT Operations/Dial A Ride	604 Brokerage Rides	606 Wasco Co STF	607 Wasco Co 5310 Support (Purchased Svcs)	608 Facility	610 Transportation Grants	611 Bus/Bus Shelters and PUD	612 STIF Transportation Package	613 Deviated Fixed Route (5310)	614 Federal Vehicle (5339)	TGM	690 Transportation Admin	1
50	SUPPLIES	6,850			250				1,600			3,500				1,500	50
51	PROFESSIONAL SERVICES	-										-					51
52	Legal	-										-					52
53	Auditing	-										-					53
54	Filing Fees	-										-					54
55	Contractual	181,500										30,100			145,000	6,400	55
56	Testing/Training/Screening	3,500										-				3,500	56
57	VEHICLE COSTS	-										-					57
58	Repairs & Maintenance	46,654			20,000	4,972				463		9,959	11,261				58
59	Fuel	70,983			31,010	7,709				718		14,086	17,460				59
60	Other Vehicle Costs	180														180.00	60
61	COMMUNICATIONS	-										-					61
62	Advertising	8,500										8,500					62
63	Postage & Freight	1,000										1,000					63
64	Printing	7,539									39	7,500					64
65	Pubs & Subs	-										-					65
66	Telephone & Networking	9,708							2,000			228				7,480	66
67	BUILDING COSTS	-										-					67
68	Rent	-										-					68
69	Building Utilities & Janitorial	15,575							15,575			-					69
70	Building Remodel - Allocation	-							-			-					70
71	Building Repairs & Maintenance	8,000							8,000			-					71
72	BOND AND INSURANCE	6,889							2,190			-				4,699	72
73	OTHER MATERIALS & SERVICES	-										-					73
74	Dues and Fees	1,200										-				1,200	74
75	Other	5,625			1,100				4,000			-				525	75
76	TRANSFER TO SOURCE	2,000														2,000	76
77	IN-KIND	8,475										8,475					77
78	GRANTS DISTRIBUTED	-										-					78
79	REVOLVING LOAN FUND	-										-					79
80	New Loans Made	-										-					80
81	Loan Principal	0										-					81
82	Loan Interest	0										-					82
83	Ending Loan Available Balance	-										-					83
84	CAPITAL PURCHASE	313,844		169,764							64,080	-		80,000			84
85	TOTAL EX W/O INDIRECT	1,423,081	20,288	169,764	301,670	75,474	-	-	34,859	7,270	70,805	311,020	171,137	80,000	145,000	35,794	85
86																	86
87	FACILITY SPREAD - TRANSPORTATION	(9,857)	0	0	3,552	895	0	0	-19,714	87	95	3,199	2,029	0	0	0	87
88	TRANSPORTATION ADMIN SPREAD	-	-	0	12,871	3,242	0	0	77	314	345	11,591	7,353	0	0	-35,794	88
89	LOAN FUNDS SPREAD	-	-														89
90	ADMIN SPREAD	38,515		0	13,842	3,486	0	0	104	338	371	12,466	7,907	0	0	0	90
91	TOTAL EXPENSES	1,451,739	20,288	169,764	331,935	83,097	-	-	15,327	8,009	71,616	338,276	188,426	80,000	145,000	-	91
92	Carryover to FY21 (Restricted Funds)	48,652			-				12,562			36,090					92
93	Carryover to FY21 (Unrestricted Funds)	117,041	84,508	-	13,482	2,772	-	(0)		(9)	10,233	-	6,056	-	-	-	93
94																	94
95	DIFFERENCE	(0)	-	-	-	-	-	-	0	-	-	(0)	-	-	-	-	95

SALARY SCALE

FY20

Executive Director

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$83,495	\$87,670	\$92,053	\$96,656	\$101,489	\$106,563

Deputy Director

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$64,660	\$67,894	\$71,289	\$74,852	\$78,594	\$82,524

Finance Manager

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$62,405	\$65,525	\$68,800	\$72,239	\$75,851	\$79,644

Loan Fund Manager

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$59,822	\$62,815	\$65,953	\$69,252	\$72,715	\$76,349

Project Manager

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$59,432	\$62,404	\$65,525	\$68,800	\$72,240	\$75,852

Transportation Operations Director

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$53,907	\$56,603	\$59,432	\$62,404	\$65,525	\$68,800

Program Manager

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$45,821	\$48,112	\$50,518	\$53,043	\$55,696	\$58,481

Office Administrator

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Annual	\$44,869	\$47,112	\$49,468	\$51,941	\$54,538	\$57,265
Hrly	\$23.01	\$24.16	\$25.37	\$26.64	\$27.97	\$29.37

Administrative Assistant

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Annual	\$33,660	\$35,343	\$37,110	\$38,966	\$40,914	\$42,960
Hrly	\$17.26	\$18.12	\$19.03	\$19.98	\$20.98	\$22.03

Dispatch/Scheduler

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Annual	\$30,330	\$31,710	\$33,130	\$34,611	\$36,173	\$37,816
Hrly	\$15.55	\$16.26	\$16.99	\$17.75	\$18.55	\$19.39

Driver

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
Annual	\$29,742	\$31,081	\$32,460	\$33,921	\$35,463	\$37,228
Hrly	\$15.25	\$15.94	\$16.65	\$17.40	\$18.19	\$19.09

MEDICAL COVERAGE

Based on +6% for Medical/No change for VSP, Dental, Life

Covers	Plan (s)	Deductible	Rider	Rider	Rider
All Eligible Employees	Copay A RX4	\$250	Vision VSP-1	Alt. Care - Copay Plan	Well Baby N/A
<i>Cost of Plan</i>			Emp Only	Emp + SP	Emp + Family
Monthly Employer Share			720.40	1,123.77	1,389.92
Monthly Employee Share				403.37	669.52
Total				1,527.14	2,059.44
Annual Employer Share			8,644.83	13,485.23	16,679.07
Annual Employee Share				4,840.40	8,034.25

Dental					
Covers	Plan	Deductible			
All Employees	Dental II	\$0			
<i>Cost of Plan</i>			Emp Only	Emp + 1	Emp + 2
Monthly Employer Share			53.03	72.71	107.66
Monthly Employee Share				19.68	54.63
Total			53.03	92.38	162.29
Annual Employer Share			636.36	872.46	1,291.92
Annual Employee Share				236.10	655.56

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.

Premium Only Section 125 Plan

Employees may elect to participate in a pre-tax plan for certain qualified medical expenses.

Local Assessment - FY 20

2010 POPULATION	PER CAPITA
	\$0.61

COUNTIES

Hood River (Unincorp.)	14,035	\$8,561
Sherman	1,765	\$1,077
Wasco (Unincorp.)	10,056	\$6,134
Klickitat (Unincorp.)	13,975	\$8,525
Skamania (Unincorp.)	8,645	\$5,273
TOTAL COUNTIES		\$29,570

CITIES

Antelope	46	\$28
Dufur	604	\$368
Maupin	418	\$255
Mosier	433	\$264
Shaniko	36	\$22
The Dalles	13,620	\$8,308
Cascade Locks	1,144	\$698
Hood River	7,167	\$4,372
North Bonneville	956	\$583
Stevenson	1,465	\$894
Bingen	712	\$434
Goldendale	3,407	\$2,078
White Salmon	2,224	\$1,357
TOTAL CITIES		\$19,661

PER PORT
\$2,343

PORTS

Hood River	\$2,343
The Dalles	\$2,343
Klickitat	\$2,343
Skamania	\$2,343
Cascade Locks	\$2,343
TOTAL PORTS	\$11,715

TOTAL LOCAL DUES **\$60,946**

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
Acronym Sheet

AHDRLF- Attainable Housing Development RLF (a MCEDD housing loan fund)

CDBG- Community Development Block Grant (a MCEDD microenterprise loan fund)

COLA – Cost of Living Allowance

EDA – Economic Development Administration

GOBHI- Greater Oregon Behavioral Health, Inc

GTA – Gorge Technology Alliance

IRP – Intermediary Relending Program (a set of MCEDD loan funds)

JDRT – John Day River Territory

MCEDD – Mid-Columbia Economic Development District

NADO – National Association of Development Organizations

NEMT- Non-Emergency Medical Transportation

OIB – Oregon Investment Board

ODOT- Oregon Department of Transportation

PTO – Personal Time Off

RBEG – Rural Business Enterprise Grant (a MCEDD loan fund)

REG STRAT – Regional Strategies (a MCEDD loan fund)

RLF – Revolving Loan Fund

SAIF – State Accident Insurance Fund

SDAO – Special Districts Association of Oregon

STIF – Statewide Transportation Improvement Fund (transportation package fund source)

STF- Special Transportation Fund (a funding source for transportation)

WSDOT- Washington State Department of Transportation