

## **MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT FY24 Budget Packet Contents**

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MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
BUDGET COMMITTEE MEETING  
THURSDAY, MAY 18, 2023  
12:00 P.M.

MCEDD Office, 802 Chenowith Loop Road, The Dalles, OR  
Or via Zoom: <https://us06web.zoom.us/j/87470105177>  
Or call 346-248-7799, Meeting ID: 874 7010 5177

**AGENDA**

1. CALL TO ORDER/INTRODUCTIONS
2. ELECTION OF COMMITTEE CHAIRMAN AND SECRETARY
3. APPROVAL OF 2022 BUDGET COMMITTEE MINUTES
4. PRESENTATION OF FY 2024 (JULY 1, 2023-JUNE 30, 2024) BUDGET
5. RECOMMENDATION TO MCEDD BOARD OF DIRECTORS
6. 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 19, 2022, at 12:00 PM  
MCEDD Office, 802 Chenoweth Loop Rd., The Dalles, OR  
**DRAFT MINUTES- NOT YET APPROVED****

**ATTENDANCE**

*Committee Members:* Jonathan Lewis, Leana Kinley, Tiffany Prince, Eric Proffitt, Andrea Krol

*Staff:* Jessica Metta (Executive Director), Dana Woods (Finance Manager), Jill Brandt (Administrative Assistant), Kate Drennan (Deputy Director of Transportation)

**CALL TO ORDER/INTRODUCTIONS**

Leanna Kinley called the meeting to order at 12:08 p.m. A round of introductions took place.

**ELECTION OF COMMITTEE CHAIRMAN AND SECRETARY**

Leana opened the floor for nominations for the positions of Committee Chair and Secretary.

**Jonathan Lewis motioned to elect** Leana as Budget Committee Chair. Eric Proffitt seconded the motion. Motion carried unanimously.

**Jonathan Lewis motioned to elect** Tiffany Prince as Budget Committee Secretary. Eric Proffitt seconded the motion. Motion carried unanimously.

**BUDGET COMMITTEE MINUTES**

**Tiffany Prince motioned to approve** the 2021 Budget Committee Minutes as presented. Eric Proffitt seconded the motion. Motion carried unanimously.

**PRESENTATION OF FY 2023 (JULY 1, 2022-JUNE 30, 2023) BUDGET**

Jessica began the discussion with a recap of the budget highlights as outlined in the packet. She gave a brief summary of MCEDD's work with tech assistance, grant administration, county development contracts, transportation, and energy resiliency. She pointed out that the largest portion of the budget goes to operate The Link transit services, noting that today is the Link's 25<sup>th</sup> anniversary! Other items of note for this budget are the accommodation for salary increases as well as including a Diversity, Equity and Inclusion (DEI) consultant for MCEDD.

Dana Woods thanked everyone for providing their feedback on this proposed budget. She noted the biggest challenge is with MCEDD's Intermediary Relending Program (IRP) loan funds, which are in the process of being refinanced. This budget assumes the refinancing will be successful, and shows the lower estimated payment amounts after restructure.

**REVENUE**

**Loan Revenue** amounts were based on current, portfolio and estimated new loans, and used a three-year average. Interest on new loans was projected at 7.75%. This budget assumes that new loans will be closing over the course of the entire year, and so the projections show increases at different points to reflect this. Dana noted that there are currently no delinquent loans. The Attainable Housing RLF has

no active loans at this point, with two paid off. This budget assumes that MCEDD will disburse \$1.4 million in new loans. Dana noted that housing loans typically come in for larger dollar amounts. The loan expenditures were standard, with the exception of the personnel costs that were allocated to the IRP funds. This budget has not allocated any direct funds to the IRP loans at this time, however, if loan portfolio activity picks up, more direct costs can be allocated to these funds.

**Transportation Operations** makes up \$1.462 million of MCEDD's revenue with both federal government and state funding. The statewide transit tax has allowed The Link to enhance and increase services in town. The Statewide Transportation Improvement Fund (STIF) revenue in this budget was based on estimates from the state. Most transportation contracts are written for two years. Right now, the majority of The Link's funding is in the second year of the cycle. The notable exception is for the deviated fixed routes, whose funding cycle will start at the beginning of next year. The final amount of funding that The Link will receive from ODOT is still being determined but is currently close to MCEDD's initial funding request. Dana summarized the capital purchases planned for next year: four bus shelters and twenty-two simme seats within The Dalles.

**Special Projects** fund makes up \$1.35 million of this budget and includes all of the actual known contracts that MCEDD has. Dana noted that if new projects come along, a supplemental budget may be required next year.

## **EXPENDITURES**

**Personnel Expenses** in this budget have been based on the salary survey that was included in the packet. The salary survey has been reviewed by Jessica Metta and Leana Kinley and has been submitted to and approved by the Executive Committee. Most positions will receive a 5% wage increase plus an additional 5% Cost of Living Adjustment (COLA) to remain comparable and competitive. The Transportation Operations Manager was found to be lower in comparison to similar positions in transit agencies, so it was raised by 10%, and will also receive the 5% COLA. The Loan Fund Manager position was also increased to reflect the level of complexity, knowledge requirements and responsibility within the organization. Dana explained that the higher paid positions that were increased last year have not been budgeted for wage increases this year and will only receive the 5% COLA adjustment. The usual 2% COLA was not felt to be adequate with the current economy.

*Discussion: Eric Proffitt emphasized that employee retention is extremely important. Dana agreed, stating that MCEDD's open project manager position has had no responses. Eric and Tiffany discussed the lack of job applicants.*

Dana said the budget does not include pay for the Loan Program Assistant position for this next year. She added that if there is an uptick in lending, MCEDD may revisit looking at filling the position. For now, we are spreading those responsibilities out among staff. One part-time position was upgraded from .8 to .85 at the employee's request. Dana explained that the allocation of wages was primarily done based on the duties of staff. Other payroll expenses, i.e. fringe benefits and payroll taxes, were calculated at 42%. This year saw a 0% increase for medical and dental costs, but vision premiums increased by 9%. Dana noted that this budget includes the paid family and medical leave tax that will begin in January. This was calculated using 1%, which was based on information from the state, with a 60/40 split (40% covered by the employer). Dana said this is the second year the MCEDD has offered the flex care spending account to employees. This benefit costs \$300 per year, a flat fee of \$25 per month per employee.

**Materials.** Dana noted that the travel budget was decreased this year. Event services were decreased due to the decrease in expected in-person events.

*Discussion: Eric asked if the Symposium has been planned to be virtual or in-person this year. Jessica replied that the budget does include costs for the symposium as an in-person event.*

**Equipment and Supplies** amounts were based on the prior year's actuals, as were the Testing/ Training/Screening amounts. Vehicle costs for both maintenance and fuel have skyrocketed, and these costs are reflected in the budget. Printing costs were increased for transportation to cover graphics for our buses and shelters.

**Building Costs.** The budget accounts for an increase in both utilities and janitorial expenses, based on this year's actual increases in electricity and rent costs. MCEDD's portion of the facility expenses are paid by calculating 50% of the facility's total expenses, which are then allocated across all non-transit funds. This year's budget will include \$10,000 to replenish the building reserve fund. The reserve fund is being utilized to cover the gate repair expense. Dana explained that MCEDD is pursuing an insurance claim in hopes of some reimbursement for this repair, because the loss of the gate controller function coincided with a local power surge. Dana also noted the budgeted increase for snow removal expense, as well as \$3,000 to add the electrical outlet to the quiet room that is required for employers. Legislation mandates that employers must provide a breast-feeding area for employees that has access to electrical within the room.

**Bonds and Insurance** increased significantly based on actuals. The increase was based on projections from MCEDD's insurance provider.

**Other Materials and Services** was decreased from FY22 due to moving where the USDA loan money falls in the budget. Last year this money was applied for but not yet awarded, so a placeholder was put into the FY22 budget under Other. This year, the money has been taken out of this category and budgeted in under new loans.

**Grants Disbursed** line item for \$10,000 refers to an Oregon Investment Board-approved grant.

**Revolving Loan Fund.** This includes MCEDD's payments for IRP loans. These amounts have been lowered assuming a successful re-amortization of all five of these loans.

Dana concluded her presentation with the Total Expenditure Amount of \$13,777,125 for this budget. She then opened the floor for questions and comments.

*Discussion: Jonathan commended Dana for her efforts. Andrea Krol asked if Dana felt that the increase in the fuel costs estimate was reasonable. Jessica responded that this budget assumes that costs will remain high through the calendar year. Eric noted the huge number of variables, and asked Dana if she felt confident with these numbers. Dana affirmed that she was comfortable with all of the numbers. Leana questioned the decreased amount of projected loans, asking if there are any plans for marketing campaigns or other strategies to increase MCEDD's lending. Jessica replied that most referrals come through the SBDC. However, staff are attending local chamber business events, and MCEDD is sponsoring a Pub Talk series for business networking. Jessica noted that MCEDD's situation is similar to other lenders.*

*Jonathan asked if MCEDD's loans have an advantage now that interest rates are going up. Jessica replied yes. Dana stated that the budget was conservative in the number of expected loans. Jonathan asked about the difference between actual and projected under contractual. Dana referred him to the actuals historical comparison line 40 under contractual. She stated that we don't have actuals for this year yet. Jessica stated that we are very close to the projected total for contractual this year, although the timing of some of the closings will end up in the FY23 budget.*

**Tiffany Prince motioned to approve** the FY2023 budget as presented for recommendation to the full MCEDD Board. Jonathan Lewis seconded the motion. All voted in favor, and the motion passed unanimously.

**ADJOURNMENT**

Leana Kinley adjourned the meeting at 12:47 p.m.

*Respectfully submitted by Jill Brandt, Administrative Assistant*



**FISCAL YEAR 2024 (July 1, 2023-June 30, 2024)  
BUDGET NARRATIVE**

**SUMMARY AND HIGHLIGHTS**

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 from the FY23 budget and/or highlights in the FY24 budget include:

- Continued challenges in our lending program at funding new loans and making our own USDA Intermediary Relending Program loan payments (Operations Budget, Columns B, C, D);
- Requesting an extension to continue to spend out the remaining \$1,762,955 in USDA loan funds assuming new loans equally split between Oregon and Washington Investment Boards (Operations Budget, Column N);
- Finalizing the work being done on the Diversity, Equity and Inclusion plan and seeking a consultant to work with the organization on developing a Strategic Plan (Operations Budget, Column U, Line 59);
- Continued work on entrepreneurship and innovation through an anticipated new Business Oregon Rural Opportunities Initiative grant, an extension of the Business Oregon Regional Innovation Hub grant, and a new Washington Dept. of Commerce ICAP Launch grant (Special Projects Budget, Columns K, M and U);
- A non-renewal of Oregon state funding for the Rural Capacity grant writing work given uncertainties in the legislature at budget time (Special Projects Budget, Column N);
- Several new projects including financial management for Northern Wasco Parks and Rec (Special Projects Budget, Column L), administering Commercial Property Assessed Clean Energy incentives in Hood River County (Special Projects Budget, Column V), and administering a US EPA grant for brownfields cleanup assessments in the five counties (grant still pending, Special Projects Budget, Column W).
- A significant carryforward from FY23 Broadband work that will allow us to continue greater activity for this important infrastructure piece (Special Projects Budget, Column T);
- Continuation of the expanded Mobility Management work launched in FY22, including implementing the Gorge Regional Transit Strategy, marketing the Gorge Pass, and expanding our Travel Trainer services to our WA counties using a consultant (depended on a new grant from WSDOT) (Special Projects Budget, Columns AB and AE);
- Transportation funding to support an expanded level of service resulting in additional Transportation positions including 1 full-time driver, 1 part-time driver and a part-time dispatcher have been incorporated into the budget;
- Increase in fuel costs to reflect current realities (Transportation Budget, Column B, Lines 61);
- A 5% cost-of-living adjustment for all positions (Salary Plan);
- The Assistant Project Manager position that supported the loan program continues to remain unfilled in the proposed budget (assumptions in wages lines).
- A significant increase to Invested Interest earned as a result of transferring funds to the Local Government Investment Pool (Operations Budget, Column W);

- Moving our IT support to a fully managed contract (Transportation Budget, Column H, Line 57).

The following provides more details by line item of the significant factors which are relevant to understanding MCEDD's budget.

### **BEGINNING BALANCES**

**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 slightly less than FY23 but still high due to slow lending activity as well as loans being paid off ahead of schedule.

**CARRYOVER:** The anticipated carryovers from FY23 include Intermediary Relending Program (IRP), Regional Strategies, Attainable Housing Development Revolving Loan Fund (AHDRLF), Special Projects (project specific), and Transportation.

**RESTRICTED CARRYOVER:** Special Projects restricted carryover is the estimated balance available for specific special projects that cross over multiple fiscal years, the largest being Broadband. While there are a few other small projects, the primary carryover is related Transportation Operations restricted carryover is a result of STIF funds.

**UNRESTRICTED CARRYOVER:** The IRP, Regional Strategies, AHDRLF and OIB carryover funds include amounts accumulated from prior years of loan fund income not spent on administrative costs. The two IRP funds (Operational Budget, Columns C and D) with negative amounts reflect where we have used principal to cover the IRP payments, and this amount will need to be paid back over time. Transportation Operations unrestricted carryover is comprised of funds for the Transportation General Fund. The largest change in this line from FY23 is related to the more accurate amount in this column for FY24 (Transportation Budget, Column C).

### **PROJECTED REVENUE**

#### **FEDERAL:**

**USDA NSA RBEG:** Federal revenue of \$500,000 in pass-through funds received from USDA Rural Development be distributed equally to the Oregon and Washington Investment Boards for lending to small businesses. This grant ends Sept 2023 but we plan to ask for an extension. We decided to budget a more realistic lending number rather than the full amount of the grant left to lend, which is \$1,763,955.

**EDA PLANNING GRANT:** MCEDD has a three-year Economic Development Administration Planning Grant which 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 this match. FY24 is the second year of the three-year grant.

**SPECIAL PROJECTS:** Federal revenue for special projects is for the Gorge TransLink Alliance Mobility Management project pass-through contracts from Washington State Department of Transportation (WSDOT) and Transportation Options effort. Federal revenue also includes funds to be received for Brownfields Assessment from the US EPA.



**TRANSPORTATION:** Federal funds include grant revenue for dial-a-ride operations, the deviated fixed routes, installing bus shelters/ signs, and replacement of two vehicles. Many of these grants are two-year grants and revenue is predicted based on half of the biennium amount, plus any remaining funds from FY23 if applicable.

**STATE:**

**SPECIAL PROJECTS:** Includes several grants from Business Oregon and WA Dept. of Commerce for entrepreneurship, innovation and grant writing (Columns M, O, U), plus ODOT funds for our Mobility Management activities/ Gorge Transit Strategy and marketing the multi-provider Gorge Pass for transit.

**TRANSPORTATION:** Includes revenue for the Statewide Transportation Improvement Fund (STIF) dollars which are funded by a payroll tax. The STIF revenue budgeted is reflected to the most recent forecast provided by ODOT. The STIF funds match federal grants and expand operations support for The Link. Also includes a STIF Discretionary grant for intercity service between Hood River and The Dalles.

**LOCAL MATCH:** The local match category includes contributions from Gorge Translink Alliance transit providers, a contribution from the City of The Dalles to support The Link and East Cascades Works for a bus shelter, Hood River County partner contributions for the Energy Plan, funds from the Wasco EDC contract to match a Business Oregon grant, and Columbia Area Transit funds to match the Gorge Pass Marketing project.

**LOCAL ASSESSMENTS:** The local assessments are included based upon the recommendation of the MCEDD Board of Directors. It includes a \$0.89 per capita assessment to counties and cities and an overall total assessment to member Port Districts. The population data from the 2021 Census Bureau Estimate was used (2022 estimates are available for the counties but not for the cities). FY24 was the last year in a multi-year plan adopted by the Board to increase dues 10% each year. In FY24, the Board will need to consider plans for the future.

**CONTRACT REIMBURSEMENTS:**

**OIB/ MHEA:** Includes the contracted amount with the Columbia River Gorge Oregon Investment Board (OIB, approved) and Mount Hood Economic Alliance for support of their loan programs.

**SPECIAL PROJECTS:** A substantial source for contract reimbursements is through special projects contracts with counties for economic development services, technical assistance, grant administration for infrastructure developments, energy resiliency, and related projects. Special projects revenue also includes contracts with entities like CREA and the GTA as well as a grant from the Energy Trust of Oregon for the Hood River Energy Plan. Northern Wasco County Parks & Rec is a new contract for FY24 to provide financial support.

**TRANSPORTATION:** Includes projected revenue for contracted services by The Link to provide non-emergency transportation (NEMT) rides through Modivcare and contract with Greyhound to provide a bus stop at the Transit Center. Also includes funds from Columbia Area Transit to fund half of the Travel Trainer position, whose duties are shared between CAT and The Link.

**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.

<b>MCEDD Loan Fund Revenue Projections Using a Three-Year Average</b>	
<b>Fiscal Year</b>	<b>MCEDD</b>
FY21	\$ 350,750
FY22	\$ 381,723
FY23 (projected)	\$ 510,000
<b>FY24 new loan projections</b>	<b>\$ 414,158</b>

The OIB new loan projection was developed using a four-year average of lending to project loan fund revenue.

<b>OIB Loan Fund Revenue Projections Using a Four-Year Average</b>	
<b>Fiscal Year</b>	<b>OIB</b>
FY20	\$ 70,000
FY21	\$ 93,350
FY22	\$ 15,000
FY23 (projected)	\$775,000
<b>FY24 new loan projections</b>	<b>\$238,338</b>

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 FY24. There are currently no loans in a severely delinquent status so no adjustments were made. Principal repayments for projected new loans anticipates a three-month interest-only period at the start of all new loans, a 70-month term, and 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 FY24 projections. There were no adjustments made to interest calculations for loans with a current severely delinquent status. 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 FY24 from the estimated new loans booked during the remainder of FY23 (from May and June 2023) is included in the projections.

3. Projected loan interest for loans that have scheduled balloon payments in FY24 are assumed to be paid in full, unless they are already in the process of restructuring. 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 MCEDD's average is often higher. 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.

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

1. Loan processing 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 FY24.
2. Other fees earned include loan filing fees and late payment fees. The late payment fees are unchanged from the year prior.

**LOAN FUND INVESTED INTEREST:** The loan fund investment income is budgeted based on FY23 actual earnings and is higher to reflect the move of most of our funds to the Oregon Local Government Investment Pool which has a higher rate of return. It 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/ TRANSFER REVENUE:** Other revenue includes various sponsorship and ticket revenue received for the annual Economic Symposium and the new Gorge Pitch Competition, plus reimbursements for materials and services expenses related to the Gorge Tech Alliance. Other Revenue in the Transportation Budget comes from anticipated farebox (rider tickets), vending at the Transit Center, and Greyhound ticket sales. Transportation funds also include transit pass sales and low-income fare subsidies. In addition, it includes the interfund transfer to Transportation for rent from non-transportation funds.

### **PROJECTED EXPENSES**

**WAGES:** Wages include a 5% cost-of-living adjustment for all positions. This figure was set based on the Western Consumer Price Index (5.1% in March 2023) and consideration of adjustments from similar organizations. While market adjustments were researched, none are recommended at this time. Step raises for eligible employees are included. Compared to last year the following changes are reflected:

- The addition of 1.5 FTE driver positions, as well as a .35 FTE dispatch position;
- Increasing the Office Administrator position from .85 to 1.0 FTE; and
- Continuing to leave the Assistant Project Manager position that supported the loan program unfilled, and continuing with the organizational structure change that created a Field Supervisor position and did not fill the vacant Deputy Director of Transportation position.

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 allocation for the Deputy Director of Economic Development is focused primarily on Special Projects and the EDA Planning Grant. Project Managers are assigned to specific special projects. The Loan Fund Manager is assigned to loan funds and loan program contracts. 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 Travel Trainer is fully supported by STIF Funds this year plus some special projects. The Transportation Operations Manager and Field Supervisor are 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.

**OTHER PAYROLL EXPENSES:** Operating Personnel Expenses are based on a 37.0% Fringe & Tax rate. This rate includes an anticipated 5% health insurance rate increase in January 2024, a 9% vision increase and a 0% dental insurance increase. Employer contributions for insurance are 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 elect 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, 2023 and earned PTO for FY24, 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 and CONFERENCES:** The overall cost for travel for FY24 is budgeted at approximately the same level as FY23.

**EVENT SERVICES:** Event services include the annual economic symposium, meeting expenses for a MCEDD Strategic Plan, Broadband and ICAP Launch outreach, a Pitch Competition with the ROI grant, GTA events and travel training outreach.

**EQUIPMENT AND SUPPLIES:** The budget includes new computer equipment for staff on the scheduled replacement rotation roughly every four years, plus a one-time expense to replace all office phones. Smaller ongoing expenses include general office supplies, facility supplies, event supplies for transportation outreach and the GTA, and supplies for The Link.

**PROFESSIONAL SERVICES:**

**LEGAL SERVICES:** Costs associated with legal services were budgeted at a slightly lower amount than the prior year based on actual expenses for FY23.

**AUDIT:** The FY24 budget reflects the anticipated cost for auditing services.

**CONTRACTUAL:** There are a number of anticipated contractual service expenses, including IT support, transit software, Caselle financial software, grant management training, and Spanish translation. Some of the larger and more notable changes include:

- Consultants to complete the Diversity, Equity and Inclusion Plan started in FY23 and to develop a MCEDD Strategic Plan (\$20,000, Operations Budget, Column U).
- Consultants to complete the Regional Innovation Plan started in FY23 (\$18,000, Special Projects Budget, Column O).
- Consultants to conduct the Brownfields Assessment work (\$141,800, Special Projects Budget, Column W).
- Consultants to implement the next step of the Gorge Regional Transit Strategy (\$154,000, Special Projects Budget, Column AB) for marketing the Gorge Pass and providing travel training services in our WA Counties (\$139,500, Special Projects Budget, Column AE).
- Moving to a full-service IT support (\$20,000, Transportation, Column H).
- Bus shelter/ sign installation (\$54,300, Transportation, Column J).
- Completing new bus wraps on all vehicles (\$23,777, Transportation, Column L).
- A new program to subsidize two vanpools in Wasco County (\$12,000, STIF, Column M).
- A one-time expense to add new rider-friendly options to our transit software (\$80,000, STIF, Column P).

TESTING/TRAINING/SCREENING: Professional services include drug/alcohol testing expenses and driving records, transportation staff training and CDL physicals necessary for the operations of The Link. The budget was set to reflect FY23 actuals.

#### **VEHICLES:**

MAINTENANCE: Generally, vehicle maintenance is included per schedule. Maintenance decreased slightly to reflect actuals for FY23.

FUEL: Fuel increased again for FY24 based on actuals for FY23.

OTHER VEHICLE COSTS: This line includes a one-time expense to add reader boards to The Link buses.

#### **COMMUNICATIONS:**

ADVERTISING: Reflects an overall increase, primarily additional Transportation funds directed to this purpose.

POSTAGE/FREIGHT: Slight decrease from prior years based on actual expenses.

PRINTING: Reflects a decrease with the majority of expenses associated with Transportation Operations for brochures, etc.

PUBS/SUBS: Assumes a level amount associated with publications.

TELEPHONE/ NETWORKING: Increased from prior year mainly due to increased cost for phone and email service.

**BUILDING COSTS:**

RENT: MCEDD Administration pays 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 an additional \$10,000 for a Facility Reserve Fund, raising the reserve to \$30,000.

UTILITIES AND JANITORIAL: Decreased based on actual expenses. Janitorial services in FY22 increased to include twice-weekly cleaning of our bus shelters. These costs will again go up in FY24 as we bring more bus shelters online.

REMODEL ALLOCATIONS: MCEDD has created a five-year interfund loan which affects all non-transportation funds to cover the cost of the Transit Center remodel for the Administration. We are also still allocating the remodel of 515 E 2<sup>nd</sup> Street to all non-transportation funds.

BUILDING REPAIRS AND MAINTENANCE: The building repairs and maintenance was maintained at the same level. This primarily includes landscape maintenance and snow removal.

**BOND AND INSURANCE:** The anticipated expenses for bonds and insurance have been increased over the prior year based on actual costs, which were based on a review of actual historical costs and anticipation for the current fiscal year. An increase of 5% has been included.

**OTHER MATERIALS AND SERVICES**

DUES AND FEES: Slight increase from FY23. The largest cost is for Caselle’s cloud hosting.

OTHER: Expenses are comprised of ACH Collection service for Loan Funds in order to provide electronic payment services for loan clients. There is a monthly module cost and batch costs associated with each loan fund, which is allocated based on revenue. Free fares for high school students are also recorded here under Transportation. This line also includes expected revenue from new loans funded through Washington Investment Board that will be passed through to Skamania County Economic Development Council (\$9300, Operations, Column N). New for FY24 is the prize given during the Pitch Competition, funded by sponsorship dollars (\$10,000, Special Projects, Column M).

IN-KIND/TRANSFER: Transfer Source includes Transportation Operations interfund transfer in support of Mobility Management activities.

**GRANTS:** The Oregon Investment Board is the only fund in MCEDD’s budget which provides grants to other entities. The fund’s anticipated expenditures include a maximum grant budget of \$10,000.

**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 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.

**CAPITAL OUTLAY:** Includes the purchase of two low emissions hybrid buses to replace existing buses.

**CARRYOVER – RESTRICTED:** Special Projects carryover balance reflects the amount restricted to the special project or the Transportation project. This line also includes the \$30,000 for the building reserve fund.

**CARRYOVER – UNRESTRICTED:** Includes various funds with balances at the end of FY24 that do not have restrictions placed around how the funds can be spent.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY2024 BUDGET**

<b>BUDGET APPROPRIATION BY CATEGORY</b>	
<b>REVENUES:</b>	
LOAN FUNDS (AVAILABLE TO LOAN)	6,390,011
CARRYOVER - RESTRICTED FUNDS	489,593
CARRYOVER - UNRESTRICTED FUNDS	93,627
CARRYOVER FY 23 - TOTAL	6,973,231
FEDERAL	2,003,457
STATE	1,121,404
LOCAL MATCH	134,000
LOCAL ASSESSMENT	95,455
CONTRACT REIMBURSEMENT	507,590
PRINCIPAL REPAYMENTS	536,757
LOAN INTEREST	314,631
LOAN FEES	36,046
OTHER REVENUE	135,151
IN-KIND	-
INVESTED FUNDS INTEREST	128,961
<b>TOTAL REVENUES</b>	<b>11,986,684</b>
<b>EXPENDITURES:</b>	
PERSONNEL COSTS	2,304,642
MATERIALS AND SERVICES	1,277,273
GRANTS DISBURSED	10,000
REVOLVING LOAN FUND	7,612,485
CAPITAL PURCHASE	458,812
CARRYOVER	
CARRYOVER - RESTRICTED	276,189
CARRYOVER - UNRESTRICTED	47,291
CARRYOVER TOTAL	323,480
<b>TOTAL EXPENDITURES</b>	<b>11,986,684</b>



HISTORICAL COMPARISON - BUDGETS

ADOPTED 2020-21 SUPPL	ADOPTED 2021-22 SUPPL	ADOPTED 2022-23	DESCRIPTION	PROPOSED 2023-24 BUDGET COMMITTEE	APPROVED 2023-24 BUDGET COMMITTEE	ADOPTED 2023-24 MCEDD BOARD	1 2 3
			<b>REVENUES</b>				4
4,258,988	5,231,234	7,446,587	LOAN FUNDS (AVAILABLE TO LOAN)	6,390,011			5
368,817	211,874	192,203	CARRYOVER - RESTRICTED FUNDS	489,593			6
181,780	497,696	58,932	CARRYOVER - UNRESTRICTED FUNDS	93,627			7
<b>4,809,585</b>	<b>5,940,804</b>	<b>7,697,722</b>	<b>TOTAL CARRYOVER</b>	<b>6,973,231</b>	-	-	8
1,781,316	4,179,647	3,026,066	FEDERAL	2,003,457			9
643,060	811,419	1,313,181	STATE	1,121,404			10
90,000	87,500	115,000	LOCAL MATCH	134,000			11
66,690	78,935	86,481	LOCAL ASSESSMENTS	95,455			12
567,758	549,785	544,928	CONTRACT REIMBURSEMENTS	507,590			13
743,886	777,518	576,188	PRINCIPAL REPAYMENTS	536,757			14
440,545	362,761	243,758	LOAN INTEREST	314,631			15
45,006	42,116	52,434	LOAN FEES	36,046			16
48,380	193,419	102,725	OTHER REVENUE	135,151			17
-	-	-	IN-KIND	-			18
1,431	1,950	18,641	INVESTED FUNDS INTEREST	128,961			19
<b>9,237,673</b>	<b>13,025,854</b>	<b>13,777,125</b>	<b>TOTAL REVENUE</b>	<b>11,986,684</b>	-	-	20
			<b>EXPENDITURES</b>				21
			<b>PERSONNEL COSTS:</b>				22
1,233,226	1,521,135	1,606,956	<b>WAGES</b>	1,663,078			23
385,994	472,165	486,357	<b>FRINGE BENEFITS</b>	457,862			24
116,480	189,943	189,131	<b>PAYROLL TAXES</b>	183,701			25
<b>1,735,699</b>	<b>2,183,243</b>	<b>2,282,444</b>	<b>TOTAL PERSONNEL COSTS</b>	<b>2,304,642</b>	-	-	26
			<b>MATERIALS AND SERVICES:</b>				27
30,098	30,960	26,815	<b>TRAVEL</b>	25,111			28
14,000	14,015	7,900	<b>EVENT SERVICES</b>	10,007			29
27,834	13,084	11,028	<b>EQUIPMENT</b>	6,628			30
46,483	41,665	25,224	<b>SUPPLIES</b>	33,820			31
			<b>PROFESSIONAL SERVICES:</b>				32
18,083	18,093	16,090	Legal	10,290			33
21,953	23,154	33,247	Audit	34,841			34
5,465	6,575	6,600	Filing Fees	6,300			35
354,099	660,125	697,014	Contractual	800,389			36
5,000	4,575	2,000	Testing/Training/Screening	1,550			37
			<b>VEHICLE COSTS</b>				38
31,320	34,569	46,406	Repairs/Maintenance	41,938			39
55,440	60,585	81,791	Fuel	95,995			40
500	12,865		Other Vehicle Costs	36,000			41
			<b>COMMUNICATIONS:</b>				42
25,476	14,203	13,250	Advertising	16,974			43
1,150	1,600	1,300	Postage & Freight	1,240			44
17,200	10,535	16,395	Printing	8,196			45
800	800	800	Pubs & Subs	800			46
18,846	11,975	8,101	Telephone & Networking Expenses	10,047			47
			<b>BUILDING COSTS:</b>				48
24,907	22,321	28,074	Rent	36,270			49
12,600	12,600	21,650	Utilities and Janitorial	17,250			50
-	-	-	Building Remodel	(0)			51
3,225	4,500	8,750	Building Repairs and Maintenance	8,200			52
5,787	14,452	21,926	<b>BOND AND INSURANCE</b>	27,983			53
			<b>OTHER MATERIALS &amp; SERVICES:</b>				54
6,630	23,306	20,656	Dues and Fees	21,762			55
13,674	2,004,691	26,471	Other	23,683			56
2,000	2,000	2,000	Transfer to Source	2,000			57
-	-	-	In-Kind	-			58
<b>742,571</b>	<b>3,043,248</b>	<b>1,123,488</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>1,277,273</b>	-	-	59
<b>35,000</b>	<b>10,000</b>	<b>10,000</b>	<b>GRANTS DISBURSED</b>	<b>10,000</b>			60
			<b>REVOLVING LOAN FUND:</b>				61
2,774,137	2,742,978	3,153,116	New Loans Made	2,278,376			62
105,315	105,978	43,507	IRP Payment-Principal Portion	108,117			63
16,717	15,402	14,836	IRP Payment-Interest Portion	13,263			64
3,029,831	3,798,261	6,942,178	Ending Available to be Loaned	5,212,729			65
<b>5,925,999</b>	<b>6,662,618</b>	<b>10,153,637</b>	<b>TOTAL REVOLVING LOAN FUND</b>	<b>7,612,485</b>	-	-	66
<b>176,620</b>	<b>448,455</b>	<b>61,528</b>	<b>CAPITAL OUTLAY</b>	<b>458,812</b>			67
44,857	20,000	104,552	CARRYOVER - RESTRICTED	276,189			68
576,927	658,290	41,485	CARRYOVER - UNRESTRICTED	47,291			69
<b>621,784</b>	<b>678,290</b>	<b>146,037</b>	<b>TOTAL CARRYOVER</b>	<b>323,480</b>	-	-	70
<b>9,237,673</b>	<b>13,025,854</b>	<b>13,777,125</b>	<b>TOTAL EXPENDITURES</b>	<b>11,986,686</b>	<b>0</b>	<b>0</b>	71



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY24 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	Z	AA		
	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLFs	337 EDA CARES ACT RLF	345/E345 RLF REG STRAT	350/E350 RBEG- OR	355/E355 RBEG-WA	357/E357 RBEG-KL/SK	370/E370 CDBG- MICRO ENT	372 MCEDD MICRO LOAN	371 E371 HOUSING RLF	373 USDA NSA RBEG	390 GEN LOAN FUNDS	552 OIB STAFFING	553 MHEA	101 PLANNING GRANT	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	TOTAL			
2	<b>BEGINNING BALANCES</b>																								1		
3	Loan Funds Available to Loan	1,803,557	159,644	74,509	601,968	198,872	167,659	304,923	89,995	129,349	109,648	17,410	1,355,881	-										1,376,598	6,390,011	3	
4	Restricted Carryover from FY23																		198,273	291,320					489,593	4	
5	Unrestricted Carryover from FY23	55,971	(11,164)	(16,372)	-	-	(11,098)				(4,871)	32,161			20,000					25,000	4,000				93,627	5	
6	<b>TOTAL FUND AVAIL FOR FY24</b>	<b>1,859,528</b>	<b>148,480</b>	<b>58,137</b>	<b>601,968</b>	<b>198,872</b>	<b>156,561</b>	<b>304,923</b>	<b>89,995</b>	<b>129,349</b>	<b>109,648</b>	<b>12,539</b>	<b>1,388,041</b>	<b>-</b>	<b>20,000</b>				<b>198,273</b>	<b>316,320</b>	<b>4,000</b>			<b>1,376,598</b>	<b>6,973,231</b>	6	
7																										7	
8	<b>REVENUE</b>																									8	
9	Federal	-	-	-	-	-	-	-	-	-	-	-	-	500,000	-	-		80,000	337,958	1,085,499					2,003,457	9	
10	State	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			406,000	715,404					1,121,404	10	
11	Local Match	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		80,000	80,445	59,000	(85,445)				134,000	11	
12	Local Assessment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-						95,455			95,455	12	
13	Contract Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-	99,807	22,878			315,705	69,200					507,590	13	
14	Principal Payments	83,245	10,075	21,106	67,536	70,962	2,126	-	-	-	2,263	104,521	12,901	-	-	-								162,021	536,757	14	
15	Loan Interest	64,103	4,925	5,444	15,657	44,004	2,314	-	-	-	782	50,308	11,099	-	-	-									115,997	314,631	15
16	Loan Processing Fees	2,322	-	-	390	-	-	-	-	-	-	50	13,559	7,500	-	-									3,575	27,396	16
17	Loan Filing Fees	2,500	250	250	500	-	-	-	-	-	-	500	500	-	-	-									750	5,250	17
18	Loan Late Fees	2,000	100	50	350	-	-	-	-	-	100	50	-	-	-	-									750	3,400	18
19	Transfer to/from (Match)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			10,000	(279,308)						(269,308)	19
20	Transfer to/from (Support)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				307,578						307,578	20
21	Other Revenue (incl. farebox)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		2,000	18,344	71,536	5,000					96,880	21
22	In-Kind	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											22
23	Invested Funds Interest	34,300	12	12	13,050	50	2,615	6,500	1,950	2,600	2,000	1,000	34,750	-	-	-						2			30,120	128,961	23
24	<b>TOTAL REVENUE</b>	<b>188,470</b>	<b>15,362</b>	<b>26,862</b>	<b>97,482</b>	<b>115,017</b>	<b>7,055</b>	<b>6,500</b>	<b>1,950</b>	<b>2,600</b>	<b>2,100</b>	<b>4,144</b>	<b>203,638</b>	<b>532,000</b>	<b>99,807</b>	<b>22,878</b>	<b>162,000</b>	<b>1,168,452</b>	<b>2,028,909</b>	<b>15,012</b>				<b>313,213</b>	<b>5,013,453</b>	24	
25																											25
26	<b>WAGES</b>																										26
27	Executive Director	-	-	-	750	500	500	800	400	400	400	400	1,500	2,500	6,000	15,000	4,000	54,800	22,925	15,913	945	5,392			133,125	27	
28	Deputy Director of Transportation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											28
29	Deputy Director of Economic Dev.	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		13,500	86,541		391	2,401			102,833	29	
30	Finance Manager	1,000	-	-	1,000	1,000	-	-	-	-	-	50	1,000	1,000	17,500	15,222	1,585	7,150	12,715	18,000	678	20,000			97,900	30	
31	Loan Fund Manager	2,500	1,500	1,500	3,500	1,000	1,000	1,850	1,500	1,500	200	350	5,000	5,000	20,000	28,000	5,000		1,250		506	2,043			83,199	31	
32	Project Managers :	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											32
33	Part-time Project Manager - JS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		6,732	71,338		712	2,000			80,782	33	
34	Senior Project Manager - KF	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			87,565	6,500	369	2,000			96,434	34	
35	Project Manager - LM	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			82,065		2,907	2,004			86,976	35	
36	Project Manager - new	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		5,000	66,563		2,907	2,000			76,470	36	
37	Travel Trainer	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-			4,682	58,300					62,982	37	
38	Transportation Operations Manager	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					80,166				80,166	38	
39	Field Supervisor	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					58,512				58,512	39	
40	Dispatch/Scheduler	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					112,551				112,551	40	
41	Full Time Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					363,430				363,430	41	
42	Part Time Drivers	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-					118,881				118,881	42	
43	Administrative Assistant	3,000	650	650	1,500	500	500	500	500	500	250	250	500	-	3,500	3,500	1,500	4,100	13,500	1,500		10,899			47,799	43	
44	Office Administrator	1,500	-	-	1,500	750	-	-	-	-	-	-	-	500	3,800	1,500	1,500	3,500	17,665	5,500	2,302	21,021			61,038	44	
45	Asst Project Manager - Loan Funds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											45
46	<b>Total Wages</b>	<b>8,000</b>	<b>2,150</b>	<b>2,150</b>	<b>8,250</b>	<b>3,750</b>	<b>2,000</b>	<b>3,150</b>	<b>2,400</b>	<b>2,400</b>	<b>850</b>	<b>1,050</b>	<b>8,000</b>	<b>9,000</b>	<b>50,800</b>	<b>63,222</b>	<b>13,585</b>	<b>94,782</b>	<b>466,809</b>	<b>839,253</b>	<b>11,718</b>	<b>69,760</b>			<b>1,663,078</b>	46	
47	Fringe Benefits	2,054	552	552	2,118	963	513	809	616	616	218	270	2,054	2,311	13,043	16,232	3,488	24,335	119,852	245,677	3,679	17,911			457,862	47	
48	Payroll Taxes	904	243	243	932	424	226	356	271	271	96	119	904	1,017	5,740	7,143	1,535	10,709	52,743	90,325	1,619	7,882			183,701	48	
49	<b>TOTAL PERSONNEL COSTS</b>	<b>10,958</b>	<b>2,945</b>	<b>2,945</b>	<b>11,300</b>	<b>5,137</b>	<b>2,739</b>	<b>4,315</b>	<b>3,287</b>	<b>3,287</b>	<b>1,164</b>	<b>1,438</b>	<b>10,958</b>	<b>12,328</b>	<b>69,582</b>	<b>86,597</b>	<b>18,608</b>	<b>129,826</b>	<b>639,404</b>	<b>1,175,255</b>	<b>17,015</b>	<b>95,553</b>			<b>2,304,642</b>	49	
50																											50
51	<b>TRAVEL &amp; CONFERENCES</b>	850	100	100	500	1,000	300	300	-	-	-	750	-	250	750	53	4,452	12,506	2,000		1,200				25,111	51	
52	<b>EVENT SERVICES</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		1,200	7,807	500					10,007	52	
53	<b>EQUIPMENT</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				6,028		600			6,628	53	
54	<b>SUPPLIES</b>	-	-	-	-	-	-	-	-	-	-	-	-	180	300		900	5,765	9,875			16,800			33,820	54	
55	<b>PROFESSIONAL SERVICES</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-											55
56	Legal	2,5																									

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY24 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	Z	AA	
1	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLFs	337 EDA CARES ACT RLF	345/E345 RLF REG STRAT	350/E350 RBEG- OR	355/E355 RBEG-WA	357/E357 RBEG-KL/SK	370/E370 CDBG- MICRO ENT	372 MCEDD MICRO LOAN	371 E371 HOUSING RLF	373 USDA NSA RBEG	390 GEN LOAN FUNDS	552 OIB STAFFING	553 MHEA	101 PLANNING GRANT	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	TOTAL	1	
65	<b>COMMUNICATIONS</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	65	
66	Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,264	11,860	-	850	1,000	16,974	66	
67	Postage & Freight	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	390	-	-	850	-	1,240	67	
68	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,923	5,773	-	500	-	8,196	68	
69	Pubs & Subs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	800	-	800	69	
70	Telephone & Networking	-	-	-	-	-	-	-	-	-	-	-	-	-	150	25	540	520	-	8,212	-	600	-	10,047	70	
71	<b>BUILDING COSTS</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	71	
72	Rent	391	105	105	403	183	98	154	117	117	42	51	391	440	2,482	3,089	664	4,631	22,808	-	-	-	-	36,270	72	
73	Building Utilities & Janitorial	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	17,250	-	-	-	-	17,250	73
74	Building Remodel -Transit Center	172	46	46	177	81	43	68	52	52	18	23	172	193	1,092	1,358	292	2,037	10,030	-	(15,951)	-	-	(0)	74	
75	Building Remodel - Allocation	28	8	8	29	13	7	11	9	9	3	4	28	32	180	224	48	336	1,657	-	(2,635)	-	-	-	75	
76	Building Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	8,200	-	-	-	-	8,200	76
77	<b>BOND AND INSURANCE</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	16,370	-	11,613	-	-	27,983	77
78	<b>OTHER MATERIALS &amp; SERVICES</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	78
79	Dues and Fees	265	87	42	75	103	19	-	-	-	90	90	-	-	-	-	-	3,650	300	900	-	16,016	125	21,762	79	
80	Other	81	4	4	29	43	5	6	2	3	2	92	92	9,300	-	-	-	-	10,570	3,450	-	-	-	-	23,683	80
81	<b>TRANSFER TO SOURCE</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-	-	-	-	2,000	81
82	<b>IN-KIND</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82
83	<b>TOTAL MATERIALS AND SERVICES</b>	<b>7,806</b>	<b>999</b>	<b>731</b>	<b>3,003</b>	<b>3,107</b>	<b>719</b>	<b>752</b>	<b>298</b>	<b>305</b>	<b>185</b>	<b>345</b>	<b>2,713</b>	<b>10,965</b>	<b>9,553</b>	<b>11,054</b>	<b>1,882</b>	<b>19,517</b>	<b>534,365</b>	<b>486,360</b>	<b>1,914</b>	<b>77,018</b>	<b>103,682</b>	<b>1,277,273</b>	83	
84																										84
85	<b>GRANTS DISTRIBUTED</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	85
86	<b>REVOLVING LOAN FUND</b>																									86
87	New Loans Made	154,824	-	-	26,000	-	-	-	-	-	-	3,333	1,355,881	500,000	-	-	-	-	-	-	-	-	-	238,338	2,278,376	87
88	Loan Principal	90,249	7,031	10,837	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	108,117	88
89	Loan Interest	9,509	1,459	2,294	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	13,263	89
90	Ending Loan Available Balance	1,703,352	158,710	80,692	636,510	299,082	167,709	300,843	84,159	124,156	108,911	9,728	208,128	(7,042)	-	-	-	-	-	-	-	-	-	1,337,791	5,212,729	90
91	<b>CAPITAL PURCHASE</b>																									91
92	Carryover to FY25 (Restricted Funds)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	130,132	146,057	-	-	-	-	276,189	92
93	Carryover to FY25 (Unrestricted Funds)	57,300	(11,065)	(16,263)	8,198	-	(11,052)	-	-	-	-	-	-	-	13,713	574	-	-	488	5,316	83	-	-	-	47,291	93
94	<b>TOTAL DIRECT EXPENSES</b>	<b>2,033,998</b>	<b>160,079</b>	<b>81,236</b>	<b>685,012</b>	<b>307,326</b>	<b>160,115</b>	<b>305,910</b>	<b>87,744</b>	<b>127,748</b>	<b>110,260</b>	<b>14,845</b>	<b>1,577,679</b>	<b>516,250</b>	<b>79,135</b>	<b>111,364</b>	<b>21,064</b>	<b>149,343</b>	<b>1,304,389</b>	<b>2,271,799</b>	<b>19,012</b>	<b>172,571</b>	<b>1,689,811</b>	<b>11,986,684</b>	94	
95																										95
96	<b>FACILITY SPREAD - TRANSPORTATION</b>	195	53	53	202	92	49	77	59	59	21	26	195	220	1,241	1,544	332	2,315	11,404	(18,135)	-	-	-	-	-	96
97	<b>FACILITY SPREAD - NON TRANSPORTATION</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	97
98	<b>TRANSPORTATION ADMIN SPREAD</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	98
99	<b>LOAN FUNDS SPREAD</b>	12,932	3,476	3,476	13,336	6,062	3,233	5,092	3,880	3,880	1,374	1,697	12,932	14,549	(85,919)	-	-	-	-	-	-	-	-	-	-	99
100	<b>ADMIN SPREAD</b>	873	235	235	900	409	218	344	262	262	93	115	873	982	5,543	6,898	1,482	10,342	50,934	91,572	-	(172,571)	-	-	-	100
101	<b>TL EXPENSES WITH INDIRECT</b>	<b>2,047,998</b>	<b>163,842</b>	<b>84,999</b>	<b>699,450</b>	<b>313,889</b>	<b>163,616</b>	<b>311,423</b>	<b>91,945</b>	<b>131,949</b>	<b>111,748</b>	<b>16,683</b>	<b>1,591,680</b>	<b>532,000</b>	<b>-</b>	<b>119,807</b>	<b>22,878</b>	<b>162,000</b>	<b>1,366,727</b>	<b>2,345,229</b>	<b>19,012</b>	<b>-</b>	<b>1,689,811</b>	<b>11,986,685</b>	101	



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY24 OPERATIONS 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 IRP	321 IRP SHERMAN	322 IRP WA	336 EDA RLFS	337 EDA CARES ACT 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	373 USDA NSA RBEG	390 GEN LOAN FUNDS	552 OIB STAFFING	553 MHEA	101 PLANNING GRANT	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	TOTAL	1
65	<b>COMMUNICATIONS</b>																							
66	Advertising																			3,264	11,860		850	15,974
67	Postage & Freight																			390			850	1,240
68	Printing																			1,923	5,773		500	8,196
69	Pubs & Subs																						800	800
70	Telephone & Networking															150	25	540	520	8,212		600		10,047
71	<b>BUILDING COSTS</b>																							
72	Rent	391	105	105	403	183	98	154	117	117	42	391	51	440	2,482	3,089	664	4,631	22,808					36,270
73	Building Utilities & Janitorial																							17,250
74	Building Remodel - Transit Ctr (Admin Only)	172	46	46	177	81	43	68	52	52	18	172	23	193	1,092	1,358	292	2,037	10,030		(15,951)			-
75	Building Remodel - Allocation (515 E. 2nd)	28	8	8	29	13	7	11	8	9	3	28	4	32	180	224	48	336	1,657		(2,635)			-
76	Building Repairs & Maintenance																							8,200
77	<b>BOND AND INSURANCE</b>																							16,370
78	<b>OTHER MATERIALS &amp; SERVICES</b>																							11,613
79	Dues and Fees	265	87	42	75	103.0	19	-	-	-	90	90					3,650	300	900			16,016	21,637	
80	Other	81	4	4	29	43	5	6	2	3	2	92	92	9,300					10,570					23,683
81	<b>TRANSFER TO SOURCE</b>																							2,000
82	<b>IN-KIND</b>																							-
83	<b>TOTAL MATERIALS AND SERVICES</b>	7,806	999	731	3,003	3,107	719	752	298	305	185	3,082	352	10,965	9,553	11,054	1,882	19,517	534,365	486,360	1,914	77,018		1,173,967
84																								
85	<b>GRANTS DISTRIBUTED</b>																							
86	<b>REVOLVING LOAN FUND</b>																							
87	New Loans Made													500,000										500,000
88	Loan Principal	90,249	7,031	10,837																				108,117
89	Loan Interest	9,509	1,459	2,294																				13,263
90	Loan Available Balance	(28,626)	(11,009)	(14,924)	(6,993)	29,998	(2,076)	(4,079)	(5,836)	(5,193)	(737)	37,160	(6,618)	(7,043)										(25,975)
91	<b>CAPITAL PURCHASE</b>																							458,812
92	Carryover to FY25 (Restricted Funds)	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	130,132	458,812				276,189
93	Carryover to FY25 (Unrestricted Funds)	57,300	(11,065)	(16,263)	8,198	-	(11,052)					66,078				13,714	574		488	5,316	(2,527)			110,760
94	<b>TOTAL EX W/O INDIRECT</b>	147,196	(9,640)	(14,379)	15,509	38,241	(9,670)	987	(2,250)	(1,600)	612	117,277	(4,827)	516,249	79,135	111,365	21,064	149,343	1,304,389	2,271,799	19,012	172,571		4,922,375
95																								
96	<b>FACILITY SPREAD - TRANSPORTATION</b>	195	53	53	202	92	49	77	59	59	21	195	26	220	1,241	1,544	332	2,315	11,404	(18,135)				-
97																								
98	<b>TRANSPORTATION ADMIN SPREAD</b>																							
99	<b>LOAN FUNDS SPREAD</b>	12,932	3,476	3,476	13,336	6,062	3,233	5,092	3,880	3,880	1,374	12,932	1,697	14,549	(85,919)									
100	<b>ADMIN SPREAD</b>	873	235	235	900	409	218	344	262	262	93	873	115	982	5,543	6,898	1,482	10,342	50,934	91,572		(172,571)		-
101	<b>TOTAL EXPENSES</b>	161,196	(5,877)	(10,616)	29,947	44,804	(6,169)	6,500	1,950	2,600	2,100	131,278	(2,990)	532,000	-	119,807	22,878	162,000	1,366,726	2,345,229	19,012	-		4,922,376

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY24 SPECIAL PROJECTS 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	AB	AD	AE	AH					
1		TOTAL SPECIAL PROJ BUDGET	IN DEVEL- OPMENT	534 Crystal Springs	5112 Biggs Water Project	5113 Cascade Locks Wastewater	5114 HR Stormwater	5115 City of TD - Dog River	5116 Sherman Co Bus Barn	5117 HR Valley Adult Center	5011 CREA FINANCIAL SVCS	Northern Wasco Co. Parks & Rec	206 ROI	208 RURAL CAPACITY	209 Regional Innovation Hub	554 SHERMAN EDC	559 WASCO EDC	582 Hood River EDG	549 HR ENT ZONE	550 BROADBAND SUPPORT	ICAP LAUNCH	CPACE Admin	BROWNFIELDS ASSESSMENT	5571 GTA STAFF	574 HR ENERGY PLAN	5711 Mobility Mgmt/ Transit Strategy	587 Transportation Options	590 Gorge Pass Marketing / Outreach	1					
2	REVENUE																																	
3	Special Projects Carryover Restricted	198,273												20,000											49,939						2			
4	Federal	337,958																								87,623	43,086	38,500	4					
5	State	406,000											30,000		28,000							50,000					187,500		110,500	5				
6	MCEDD Local Funds (Dues/General Fund)	-																													6			
7	Cash Match (Other Sources)	80,445											7,500																		7			
8	Contract Reimbursements	315,705		2,500	12,500	17,500	15,000	14,000	5,000	10,000	6,000	11,805				47,500	80,000	8,400	4,000			1,500			51,000	8,000	3,945	10,000		8				
9	Transfer To/From (match)	10,000																													9			
10	Other Revenue	18,344											10,000																	8,000	10			
11	In-Kind Match	-																														11		
12	<b>TOTAL REVENUE</b>	<b>1,366,725</b>	<b>-</b>	<b>2,500</b>	<b>12,500</b>	<b>17,500</b>	<b>15,000</b>	<b>14,000</b>	<b>5,000</b>	<b>10,000</b>	<b>6,000</b>	<b>11,805</b>	<b>47,500</b>	<b>20,000</b>	<b>28,000</b>	<b>47,500</b>	<b>80,000</b>	<b>8,400</b>	<b>4,000</b>	<b>128,334</b>	<b>50,000</b>	<b>1,500</b>	<b>168,750</b>	<b>68,344</b>	<b>120,939</b>	<b>285,123</b>	<b>47,031</b>	<b>167,000</b>		<b>12</b>				
13																																13		
14	PERSONNEL																																14	
15	Executive Director	22,925												400	2,600												7,800		600			15		
16	Deputy Director of Transportation	-																															16	
17	Deputy Director of Economic Dev.	86,541											5,900	3,000	2,600	5,060	45,061					12,620			6,400	2,500	3,400					17		
18	Finance Manager	12,715									2,000	3,715	1,000	500												1,500	1,000	1,500	500	1,000		18		
19	Loan Fund Manager	1,250																		1,250													19	
20	Project Managers:																																20	
21	Part-time Project Manager - JS	71,338		1,360	7,250	9,261	9,400	8,670	3,040	6,300				3,000		23,057																	21	
22	Sr. Project Mgr -MM - KF	87,565																															22	
23	Project Manager - LM	82,065																															23	
24	Project Manager - new	66,563											7,500	4,750																			24	
25	Travel Trainer - SC	4,682																															25	
26	Administrative Assistant	13,500											2,500	500																		26		
27	Office Administrator	17,665		200	450	500	-	-	-		1,500	3,765	2,000	500	500	1,500	1,500	1,250								1,000	1,500					27		
28	<b>TOTAL WAGES</b>	<b>466,809</b>	<b>-</b>	<b>1,560</b>	<b>7,700</b>	<b>9,761</b>	<b>9,400</b>	<b>8,670</b>	<b>3,040</b>	<b>6,300</b>	<b>3,500</b>	<b>7,480</b>	<b>18,900</b>	<b>12,650</b>	<b>6,200</b>	<b>29,617</b>	<b>50,061</b>	<b>5,025</b>	<b>2,500</b>	<b>17,183</b>	<b>30,000</b>	<b>950</b>	<b>16,515</b>	<b>38,250</b>	<b>76,400</b>	<b>80,300</b>	<b>14,250</b>	<b>10,597</b>	<b>28</b>					
29	Fringe Benefits	119,852		401	1,977	2,506	2,413	2,226	781	1,618	899	1,920	4,853	3,248	1,592	7,604	12,853	1,290	642	4,412	7,702	244	4,240	9,821	19,616	20,617	3,659	2,721				29		
30	Payroll Taxes	52,743		176	870	1,103	1,062	980	343	712	395	845	2,135	1,429	701	3,346	5,656	568	282	1,941	3,390	107	1,866	4,322	8,632	9,073	1,610	1,197				30		
31	<b>TOTAL PERSONNEL COSTS</b>	<b>639,404</b>	<b>-</b>	<b>2,137</b>	<b>10,547</b>	<b>13,370</b>	<b>12,875</b>	<b>11,876</b>	<b>4,164</b>	<b>8,629</b>	<b>4,794</b>	<b>10,246</b>	<b>25,888</b>	<b>17,327</b>	<b>8,492</b>	<b>40,567</b>	<b>68,570</b>	<b>6,883</b>	<b>3,424</b>	<b>23,536</b>	<b>41,092</b>	<b>1,301</b>	<b>22,621</b>	<b>52,392</b>	<b>104,648</b>	<b>109,990</b>	<b>19,519</b>	<b>14,515</b>				31		
32																																	32	
33	MATERIALS & SERVICES																																	33
34	TRAVEL & CONFERENCES	12,506		41	316	550	175	226	205	64			1,091			500	595	246				1,000	500		903	1,500	198	1,396	2,000	1,000		34		
35	EVENT SERVICES	7,807											3,300																				35	
36	EQUIPMENT	-																																36
37	SUPPLIES	5,765														145	300										3,000	820	1,500				37	
38	PROFESSIONAL SERVICES	-																																38
39	Legal	-																																39
40	Auditing	-																																40
41	Filing Fees	-																																41
42	Contractual	456,825											3,300		18,000																		42	
43	Testing/Training/Screening	-																																43
44	COMMUNICATIONS																																	44
45	Advertising	3,264														144	150																45	
46	Postage & Freight	390			40	250		100																									46	
47	Printing	1,923																															47	
48	Pubs & Subs	-																																48
49	Telephone & Networking	520																															49	
50	BUILDING COSTS																																	50
51	Rent	22,808		76	376	477	459	424	149	308	171	365	923	618	303	1,447	2,446	246	122		840	1,466	46	807	1,869	3,733	3,923	696	518			51		
52	Building Utilities & Janitorial	-																															52	
53	Building Remodel -Transit Ctr (Admin Only)	10,030		34	165	210	202	186	65	135	75	161	406	272	133	636	1,076	108	54		369	645												





**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY24 TRANSPORTATION BUDGET**

	A	B	C	D	E	G	H	J	K	L	M	N	O	P	Q
1	DESCRIPTION	TOTAL TRANSPORTATION OPERATIONS	601 TRANS GENERAL FUND	603 ODOT Operations/Dial A Ride	604 Brokerage Rides	607 Wasco Co 5310 Support (Purchased Svcs)	608 Facility	611 Bus/Bus Shelters and PUD	612 STIF Transportation Package	613 Deviated Fixed Route	614 ODOT Vehicle Grants	617 CARES Needs Based	618 TD to Hood River Run	690 Transportation Admin	1
49	TRAVEL & CONFERENCES	2,000							1,000					1,000	49
50	EVENT SERVICES	500							500						50
51	EQUIPMENT	6,028					5,028		-					1,000	51
52	SUPPLIES	9,875					3,000		1,200			-		5,675	52
53	PROFESSIONAL SERVICES	-							-						53
54	Legal	-							-						54
55	Auditing	15,682							-					15,682	55
56	Filing Fees	-							-						56
57	Contractual	202,777	4,200				20,000	54,300	92,000	24,777		-	500	7,000	57
58	Testing/Training/Screening	1,550		500	150				150	500		-	250	-	58
59	VEHICLE COSTS	-							-						59
60	Repairs & Maintenance	41,938		20,889	560				2,033	15,462		-	2,995		60
61	Fuel	95,995		47,746	1,291				4,773	35,341		-	6,845		61
62	Other Vehicle Costs	36,000							36,000						62
63	COMMUNICATIONS	-							-						63
64	Advertising	11,860							6,360	5,000				500	64
65	Postage & Freight	-							-						65
66	Printing	5,773		250					3,523	1,500			500		66
67	Pubs & Subs	-							-						67
68	Telephone & Networking	8,212					5,712		-					2,500	68
69	BUILDING COSTS	-							-						69
70	Rent	-							-						70
71	Building Utilities & Janitorial	17,250					17,250		-						71
72	Building Remodel - Allocation	-					-		-						72
73	Building Repairs & Maintenance	8,200					8,200		-						73
74	BOND AND INSURANCE	16,370					3,350		-			-		13,020	74
75	OTHER MATERIALS & SERVICES	-							-						75
76	Dues and Fees	900							-					900	76
77	Other	3,450		250					3,200			-			77
78	TRANSFER TO SOURCE	2,000							-					2,000	78
79	IN-KIND	-							-						79
80	GRANTS DISTRIBUTED	-							-						80
81	REVOLVING LOAN FUND	-							-						81
82	New Loans Made	-							-						82
83	Loan Principal	0							-						83
84	Loan Interest	0							-						84
85	Ending Loan Available Balance	-							-						85
86	CAPITAL PURCHASE	458,812							-		458,812				86
87	TOTAL EX W/O INDIRECT	2,120,427	33,185	553,429	16,516	-	62,540	54,300	335,937	459,012	458,812	-	69,828	76,868	87
88															88
89	FACILITY SPREAD - TRANSPORTATION	(18,135)		7,843	235	0	-36,270	0	3,002	6,102	0	0	952		89
90	TRANSPORTATION ADMIN SPREAD	-		35,207	1,056	0	0	0	13,449	24,994	0	0	4,428	-79,134	90
91	LOAN FUNDS SPREAD	-	-									0	0		91
92	ADMIN SPREAD	91,572		39,732	1,192	0	0	0	15,177	28,207	0	0	4,998	2,266	92
93	TOTAL EXPENSES	2,193,859	33,185	636,210	19,000	-	26,270	54,300	367,561	518,316	458,812	-	80,206	0	93
94	Carryover to FY25 (Restricted Funds)	146,057		64,038			30,000	8,200	23,640	0	-	-	20,179	(0)	94
95	Carryover to FY25 (Unrestricted Funds)	5,316	5,315		(0)	-		-		-	-	-	-	-	95



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY24 TRANSPORTATION BUDGET - 612 STIF Transportation Package Detail**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DESCRIPTION	Total STIF Budget	61201 Admin Support for STIF	61203 High School Transit Training/Free Passes	61204 Spanish Language Outreach	61206 Expanded Marketing	61207 MM Transit Support	61208 Dial-a-Ride	61210 Service to Smaller Communities	61211 Bus Shelters & Bike Racks	HR-TD Run	Grant Match Reserve (new code)	Vanpool Support	61213 Deviated Fixed Route	61220 Fare Subsidy	61221 Fleet and Tech	1
49	TRAVEL & CONFERENCES	1,000					1,000										49
50	EVENT SERVICES	500					500										50
51	EQUIPMENT	-															51
52	SUPPLIES	1,200		700			500										52
53	PROFESSIONAL SERVICES	-															53
54	Legal	-															54
55	Auditing	-															55
56	Filing Fees	-															56
57	Contractual	92,000		-									12,000			80,000	57
58	Testing/Training/Screening	150							150								58
59	VEHICLE COSTS	-															59
60	Repairs & Maintenance	2,033							2,033								60
61	Fuel	4,773							4,773								61
62	Other Vehicle Costs	36,000														36,000	62
63	COMMUNICATIONS	-															63
64	Advertising	6,360		500	2,110	3,500			250								64
65	Postage & Freight	-															65
66	Printing	3,523		479	1,294	1,500			250								66
67	Pubs & Subs	-															67
68	Telephone & Networking	-															68
69	BUILDING COSTS	-															69
70	Rent	-															70
71	Building Utilities & Janitorial	-															71
72	Building Remodel - Allocation	-															72
73	Building Repairs & Maintenance	-															73
74	BOND AND INSURANCE	-															74
75	OTHER MATERIALS & SERVICES	-															75
76	Dues and Fees	-															76
77	Other	3,200		3,200													77
78	IN-KIND	-															78
79	GRANTS DISTRIBUTED	-															79
80	REVOLVING LOAN FUND	-															80
81	New Loans Made	-															81
82	Loan Principal	-															82
83	Loan Interest	-															83
84	Ending Loan Available Balance	-															84
85	CAPITAL PURCHASE	-															85
86	Carryover to FY25 (Restricted Funds)	23,638	31				2,179		7,428	4,000		10,000					86
87	Carryover to FY25 (Unrestricted Funds)	-															87
88	TOTAL EX W/O INDIRECT	359,575	46,989	7,887	4,767	5,000	90,987	-	61,946	4,000	-	10,000	12,000	-	-	116,000	88
89																	89
90	TRANSPORTATION FACILITY SPREAD	3,002	761	49	22	-	1,406	-	765	-			-	-	-		90
91	TRANSPORTATION ADMIN SPREAD	13,449	3,407	218	99	-	6,299	-	3,425	-			-	-	-		91
92	LOAN FUNDS SPREAD																92
93	ADMIN SPREAD	15,177	3,845	246	112	-	7,109	-	3,865	-							93
94	TOTAL EXPENSES	391,200	55,000	8,400	5,000	5,000	105,800	-	70,000	4,000	-	10,000	12,000	-	-	116,000	94

# SALARY SCALE FY24

## Executive Director

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$98,366	\$103,283	\$108,447	\$113,870	\$119,565	\$125,543
<i>FY24-Proposed</i>	\$103,284	\$108,447	\$113,869	\$119,564	\$125,543	\$131,820

## Deputy Directors

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$76,175	\$79,986	\$83,986	\$88,183	\$92,592	\$97,221
<i>FY24-Proposed</i>	\$79,984	\$83,985	\$88,185	\$92,592	\$97,222	\$102,082

## Finance Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$76,175	\$79,986	\$83,986	\$88,183	\$92,592	\$97,221
<i>FY24-Proposed</i>	\$79,984	\$83,985	\$88,185	\$92,592	\$97,222	\$102,082

## Senior Project Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$71,418	\$74,989	\$78,738	\$82,675	\$86,808	\$91,148
<i>FY24-Proposed</i>	\$74,989	\$78,738	\$82,675	\$86,809	\$91,148	\$95,706

## Loan Fund Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$69,084	\$72,435	\$75,950	\$79,644	\$83,521	\$87,590
<i>FY24-Proposed</i>	\$72,538	\$76,057	\$79,748	\$83,626	\$87,697	\$91,970

## Project Manager, Mobility Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$68,016	\$71,418	\$74,989	\$78,738	\$82,675	\$86,808
<i>FY24-Proposed</i>	\$71,417	\$74,989	\$78,738	\$82,675	\$86,809	\$91,148

## Transportation Operations Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$64,498	\$67,724	\$71,108	\$74,664	\$78,398	\$82,317
<i>FY24-Proposed</i>	\$67,723	\$71,110	\$74,663	\$78,397	\$82,318	\$86,433

## Program Manager, Travel Trainer

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$52,440	\$55,063	\$57,815	\$60,705	\$63,741	\$66,927
<i>FY24-Proposed</i>	\$55,062	\$57,816	\$60,706	\$63,740	\$66,928	\$70,273

## Office Administrator

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$51,349	\$53,917	\$56,613	\$59,444	\$62,416	\$65,536
<i>FY24-Proposed</i>	\$53,916	\$56,613	\$59,444	\$62,416	\$65,537	\$68,813

**Assistant Project Manager**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$49,295	\$51,761	\$54,349	\$57,066	\$59,919	\$62,915
<i>FY24-Proposed</i>	\$51,760	\$54,349	\$57,066	\$59,919	\$62,915	\$66,061
Hrly	\$26.54	\$27.87	\$29.26	\$30.73	\$32.26	\$33.88

**Administrative Assistant**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$38,522	\$40,448	\$42,470	\$44,594	\$46,824	\$49,165
<i>FY24-Proposed</i>	\$40,448	\$42,470	\$44,594	\$46,824	\$49,165	\$51,623
Hrly	\$20.74	\$21.78	\$22.87	\$24.01	\$25.21	\$26.47

**Field Supervisor**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$49,931	\$52,428	\$55,048	\$57,801	\$60,691	\$63,726
<i>FY24-Proposed</i>	\$52,428	\$55,049	\$57,800	\$60,691	\$63,726	\$66,912
Hrly	\$26.89	\$28.23	\$29.64	\$31.12	\$32.68	\$34.31

**Lead Driver**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$37,259	\$39,122	\$41,078	\$43,132	\$45,288	\$47,553
<i>FY24-Proposed</i>	\$39,122	\$41,078	\$43,132	\$45,289	\$47,552	\$49,939
Hrly	\$20.06	\$21.07	\$22.12	\$23.23	\$24.39	\$25.61

**Dispatch/Scheduler**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$36,187	\$37,996	\$39,896	\$41,890	\$43,985	\$46,185
<i>FY24-Proposed</i>	\$37,996	\$39,896	\$41,891	\$43,985	\$46,192	\$48,502
Hrly	\$19.49	\$20.46	\$21.48	\$22.56	\$23.69	\$24.87

**Driver**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY23	\$35,485	\$37,259	\$39,122	\$41,078	\$43,132	\$45,288
<i>FY24-Proposed</i>	\$37,259	\$39,128	\$41,073	\$43,132	\$45,289	\$47,552
Hrly	\$19.11	\$20.07	\$21.06	\$22.12	\$23.23	\$24.39

# BENEFITS PLAN

## MEDICAL COVERAGE

*Based on 5% for Medical, 9% for VSP, 0% Dental, 0% Life*

Covers	Plan (s)	Deductible	Rider	Rider	Rider
All Eligible Employees	Copay E RX4	\$250	Vision VSP-A	Alt. Care - Copay Plan	Well Baby N/A
<i>Cost of Plan</i>		Emp Only	Emp + SP	Emp + Family	
Monthly Employer Share		767.15	1,197.30	1,480.44	
Monthly Employee Share			430.15	713.29	
Total			1,627.46	2,193.74	
Annual Employer Share		9,205.80	14,367.63	17,765.31	
Annual Employee Share			5,161.83	8,559.51	

Dental				
Covers	Plan	Deductible		
All Employees	Dental II	\$0		
<i>Cost of Plan</i>		Emp Only	Emp + SP	Emp + Family
Monthly Employer Share		48.55	66.55	98.54
Monthly Employee Share			18.00	49.99
Total		48.55	84.55	148.52
Annual Employer Share		582.60	798.60	1,182.42
Annual Employee Share			216.00	599.82

**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.

**Healthcare / Dependent Care Flexible Spending Account**  
 Employees may elect to participate in a pre-tax plan for certain qualified medical and dependent care expenses.

# Local Assessment - FY 24

2021 Census Bureau Estimate	PER CAPITA
	\$0.89

## COUNTIES

Hood River (Unincorp.)	14,333	\$12,756
Sherman	1,907	\$1,697
Wasco (Unincorp.)	9,085	\$8,086
Klickitat (Unincorp.)	16,257	\$14,469
Skamania (Unincorp.)	9,573	\$8,520
<b>TOTAL COUNTIES</b>		<b>\$45,528</b>

## CITIES

Antelope	38	\$34
Dufur	637	\$567
Maupin	423	\$376
Mosier	468	\$417
Shaniko	32	\$28
The Dalles	16,043	\$14,278
Cascade Locks	1,383	\$1,231
Hood River	8,341	\$7,423
North Bonneville	1,024	\$911
Stevenson	1,573	\$1,400
Bingen	736	\$655
Goldendale	3,524	\$3,136
White Salmon	2,601	\$2,315
<b>TOTAL CITIES</b>		<b>\$32,772</b>

PER PORT
\$3,431

## PORTS

Hood River	\$3,431
The Dalles	\$3,431
Klickitat	\$3,431
Skamania	\$3,431
Cascade Locks	\$3,431
<b>TOTAL PORTS</b>	<b>\$17,155</b>

**TOTAL LOCAL DUES** **\$95,455**

## **MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT**

### **Budget Acronyms FY24**

**AHDRLF-** Attainable Housing Development Revolving Loan Fund (a MCEDD housing loan fund)

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

**CGBREZ** – Columbia Gorge Bi-State Renewable Energy Zone

**COLA** – Cost of Living Adjustment

**CPACE-** Commercial Property Assessed Clean Energy

**CREA** – Community Renewable Energy Association (contracts with MCEDD)

**EDA** – Economic Development Administration

**EDC** – Economic Development Commission (Wasco, Sherman)

**EDG** – Economic Development Group (Hood River)

**HR Ent Zone** – Hood River Enterprise Zone

**GTA** – Gorge Technology Alliance (contracts with MCEDD)

**ICAP** – Innovation Cluster Accelerator Program

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

**MCEDD** – Mid-Columbia Economic Development District

**MHEA** – Mount Hood Economic Alliance (contracts with MCEDD)

**NADO** – National Association of Development Organizations

**NSA-** National Scenic Area

**ODOT-** Oregon Department of Transportation

**OEDD** – Oregon Economic Development Districts

**OIB** – Oregon Investment Board (contracts with MCEDD)

**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

**ROI** – Rural Opportunities Fund

**SAIF** – State Accident Insurance Fund

**SDAO** – Special Districts Association of Oregon

**STIF** – Statewide Transportation Improvement Fund (a funding source for transportation)

**USDA** – US Dept. of Agriculture

**WSDOT-** Washington State Department of Transportation