

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FULL BOARD OF DIRECTORS
THURSDAY, JUNE 17, 2021
4:00 P.M.**

ZOOM TELECONFERENCE (ACCESS INFORMATION ATTACHED TO AGENDA)

BOARD MEETING AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order/Introductions	5 minutes	Information
Consent Agenda March 2021 Minutes Approval of Auditor Selection Approval of GOrge Pass Marketing Contract	5 minutes	Approval
Financial Report	10 minutes	Information
USDA RBDG Application Resolution 2021-3, RBDG Authorization	5 minutes	Decision
Supplemental Budget FY 2021 Resolution 2021-4, Supplemental Budget	5 minutes	Adoption
Presentation of FY 2022 Budget; Public Hearing	15 minutes	Discussion
Approval of FY 2022 MCEDD Budget Resolution 2021-5, Adopting the FY July 1, 2021 – June 30, 2022 Budget	2 minutes	Decision
COVID-19 Needs Assessment	10 minutes	Information
Gorge Transit Strategy Phase 1	10 minutes	Information
Executive Director Report	10 minutes	Discussion
Committee Reports Executive Committee Transportation Administration Board Loan Administration Board	10 minutes	Information
<i>Executive Session per ORS 192.660 (f) (Exempt Documents)</i> <i>Regular Session Reconvened</i>		
Staff Reports	10 minutes	Information
Regional Updates- <i>MCEDD Board members</i>	25 minutes	Discussion
New Business	5 minutes	Discussion
Adjournment		

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

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

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

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

MCEDD is inviting you to a scheduled Zoom meeting.

Topic: MCEDD Full Board Meeting

Time: Jun 17, 2021 09:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://zoom.us/j/99521602884?pwd=OFk0Vk1vcXlta2ZjcVlEUDB1b1BBUT09>

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**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, MARCH 18, 2021
ZOOM VIRTUAL MEETING**

BOARD MEMBERS: Bill Schmitt, Jan Brending, Leana Kinley, Gordon Zimmerman, Ken Bailey, Mike Foreaker, Eric Proffitt, Scott Clements, Bob Hamlin, Jonathan Lewis, Mark Zanmiller, Dr. Marta Yera Cronin, Steve Kramer, Robb Kimmes, Dave Sauter, David Griffith, Tonya Brumley

STAFF: Israel Ayala Guevara (Loan Fund Manager), Carrie Pipinich (Deputy Director of Economic Development), Jacque Schei (Project Manager), Lauren Hernandez (Office Administrator), Marla Harvey (Program Manager), Jessica Metta (Executive Director), Dana Woods (Finance and Operations Manager), Jane Allen (RARE), Alice zaWitt (Project Manager), Ami Beaver (Assistant Project Manager), Jill Brandt (Administrative Assistant), Jesus Mendoza (Transportation Operations Manager)

GUESTS: Tammy Kaufman (Columbia River Gorge Commission), Pharaoh Skinner (Pharaoh's Family Farm)

CALL TO ORDER/INTRODUCTIONS

Bill Schmitt called the meeting to order at 4:00 p.m. A quorum was present. A round table of introductions took place.

LOAN CLIENT HIGHLIGHT

Israel Ayala introduced Pharaoh Skinner with Pharaoh's Family Farm, located in Skamania County. Pharaoh gave a brief background, noting she manages the farmers market in Stevenson as well as owning and operating Pharaoh's Family Farm. She started the farm operation in order to establish a legacy for her two daughters. MCEDD funded 40% of the start-up project, which started as a modest business proposal to sell bagged compost material. Pharaoh stated no bank would fund a business plan without showing several years of revenue history, and the farming operation was not affordable as a personal loan option. MCEDD funding allowed her family to purchase the professional materials needed to build a business. Pharaoh thanked MCEDD for making her dream family-owned farming business possible.

CONSENT AGENDA

The following items were brought before the Board for Approval as Consent Agenda: the December 2020 MCEDD minutes, Appointment of Budget Committee/Officer, Budget Process Approval, Executive Committee Appointment, CEDS Steering Committee Appointment, Emergency Succession Plan Update, and COVID-19 Vaccination Policy.

Discussion: Leana Kinley objected to the third paragraph under Part 2 of the COVID policy. She argued that as written, it is punitive for employees who opt to decline vaccination and questioned whether the policy as written was legal, adding that she had spoken with an attorney who said it could be questionable. Leana concluded she would accept the policy if that paragraph was removed. Jessica Metta responded that she supported removing that paragraph. Steve Kramer added his appreciation for the close

consideration and questions on the policy, noting that board members should make sure any questions that they have are discussed. Gordon Zimmerman pointed out an error in the minutes, stating that his name was not listed in attendees and should be added.

Bob Hamlin motioned to approve the Consent Agenda with the change in the COVID Policy as discussed, and to correct the minutes as recommended by Gordon Zimmerman. Ken Bailey seconded the motion. The motion was passed unanimously.

FINANCIAL REPORT

Dana Woods presented financials through January 31, 2021. Total Cash Balance was \$5,784,033.60. Since this report was prepared, Dana transferred LINK cash to MCEDD cash to reimburse for payroll, and also transferred money from checking to the money market account. Net position on January 31st was \$11,991,542. Budget vs. Actual. YTD Revenue is 107.8% of budget because the carryover revenue was higher than budgeted. YTD expenses are at 76.5% of budget because personnel benefits are lower than budgeted, as vacant positions have lowered the actual expense. Dana explained that the source of the Trial balance figure was from the Portfol software, set up to ensure that the MHEA was set up correctly in the books. October through December is now completed and those months are closed. January still has one loan client payment before March and February can be closed. Dana remarked that she was satisfied that everything had been recorded correctly. Dana reported Yvonne Roberts notified MCEDD that she would not be able to continue with the auditing contract due to a reduction in staff. MCEDD issued an RFP with a March 31 deadline and has received no responses. Dana noted the Executive Committee approved the staff recommendation to move forward with the new accounting software Caselle. The contract was signed and the transition is set to begin. The down payment has been mostly covered with last year's budget allowance. Dana will budget the rest needed into the coming year's budget. Dana stated that she has already begun preparing next year's budget, which is due in May.

Scott Clements motioned to approve the financials as presented. **Eric Proffitt seconded** the motion. Motion carried unanimously.

EDA RLF DEFEDERALIZATION

Jessica Metta explained MCEDD's loan funds were seeded by EDA as revolving loan funds as early as the 1980's. Amanda Hoey, MCEDD's previous Executive Director, worked with many other entities to petition the EDA to release interest in these funds to abolish the six-month reporting requirement. In October 2020, the federal government passed the Reinvigorating Lending for the Future Act, which has allowed the EDA to release federal interest in Revolving Loan Funds older than seven years. Jessica added that MCEDD meets all the criteria for released interest in all of its RLF funds except for the new CARES Act funds awarded last year. Jessica explained that MCEDD can continue to use the funds with more flexibility without having to report every six months.

Discussion: Steve Kramer asked if this change in the funding requirements has been properly vetted with legal, and Jessica confirmed it has.

Jan Brending motioned to approve Resolution 2021-1 Defederalization of Economic Development Administration Revolving Loan Funds. Dave Sauter seconded the motion. Motion carried unanimously.

REGIONAL PROJECT PRIORITIES/CEDS

Carrie Pipinich, Deputy Director of Economic Development, presented the annual prioritization for the CEDS draft list. Carrie explained that the ranking for OR and WA was based on criteria including a project's connection to CEDS strategies, community ranking, economic impact, regional significance, geographic disbursement, potential availability of funding sources, and readiness to proceed.

Jacque Schei, Project Manager, presented the top ten projects on the Washington list with progress updates. All projects address industry sector impacts, infrastructure needs, development for economically-distressed areas, workforce development and housing. All projects notably increase the region's resiliency.

1. **Goldendale Pumped Storage Hydro** - The City of Goldendale has submitted documents to FERC and the WA Department of Ecology for the project's license, and their review is expected to take between 18 and 24 months before being approved.
2. **Stevenson Wastewater System – Public Infrastructure** - The City of Stevenson has received EDA supplemental disaster funding, which they intend to use to finance the beginning portion of construction. Leana Kinley reported that the City is on track to go to bid in April for the collection system construction, adding that the City plans to go for additional USDA financing for this project.
3. **Cascade Business Park Integrated Planning**- The Port will be submitting an Integrated Planning Grant application with the Department of Ecology in January 2021 to fund the project.
4. **Dallesport Industrial Park -DIP Lot 39 Development** - Bill Schmitt reported the first building is up, and roofing is scheduled for next week. The building is on schedule to be occupied by early summer. Jacque Schei added that there are five buildings proposed in this project.
5. **Buck Creek Water System** - This is the primary water source for the City of White Salmon. Jan Brending noted that Buck Creek water supplies both the town of Bingen and the Port of Klickitat located downstream from White Salmon. The project is in the process of engineering, with easement and right of way issues to be resolved. The City plans to apply for construction money this year once the engineering proposals are completed. Jan emphasized that this is a critical regional project.
6. **Aviation Maintenance Training Facility** - This is a newer project involving construction of multi-use space at Columbia Gorge Regional Airport, proposed by Columbia Gorge Community College for their Aviation Mechanic program. The new program combines improvements for the Airport to increase business, and the college partnership will improve work-force development by providing appropriate and convenient housing for the program's students at the airport. Dave Sauter explained the EDA has asked the County to reapply for funding after the first submission was rejected. He added that this is unusual and a hopeful sign. The County should know in May if the project will be funded or partially funded. Dr. Cronin added that the College is awaiting FAA approval for the program and this project fulfills the requirement for an identified offsite training facility.
7. **City of North Bonneville Lift Station Replacement** - This project has been on the list for

several years. To date, the City of North Bonneville has collected match funds intended to help in the application for funding this project. Leana Kinley stated the City has attended CDBG training to apply for those funds.

8. **City of Goldendale Wastewater Treatment Plant Improvements** - Dave Sauter noted the mayor of Goldendale agrees that this is a high priority for Goldendale's future development.
9. **Bingen Point Business Park** - Bill stated that fill continues to be added to the lots that have not been made usable so far. The goal is to place infrastructure in these areas once the fill has brought the properties up to code levels. He added that this will be a long-term project, and progress is very slow at this point.
10. **Broadband- Klickitat and Skamania** – Broadband is a primary CEDS focus area. This project is critical to expand business opportunities and school and regional infrastructure. Jan Brending noted that the City of White Salmon is currently going through a comprehensive plan update and this topic comes up frequently. Carrie reported MCEDD used some EDA CARES funding to support conversation in the region about this need. Steve Kramer noted that the PUD also has been using some planning dollars to support broadband needs assessment in the county.

Discussion: Carrie asked the board to go over the draft rankings as presented. She asked the Board for input, offering to shift the ranking around as necessary. Mark Zanmiller asked why the Hood River Bridge is not on the Washington list and is number one on the Oregon list. Jessica Metta replied that the Port of Hood River wanted it on both lists, but doing so would bump another project off the list. She added that just being on one list provides enough value to the project to get consideration for funding. Jan Brending noted that this was how the project was listed last year also. She added that the Washington side is very involved and supportive of the project. Jan pointed out that this summary includes all entities that support these projects from both sides of the river. Ken Bailey agreed that sufficient support is shown by appearing on one list, and bumping one project so another one could be listed twice is not beneficial.

Ken Bailey motioned to approve the 2021 Regional Priority Rank for Washington as presented. Dave Sauter seconded the motion. The motion passed unanimously.

Carrie Pipinich, Deputy Director of Economics, presented the top ten projects on the Oregon list:

1. **Hood River-White Salmon Interstate Bridge Replacement**- This is a core transportation connection that links communities and key industries in the region.
2. **Housing - Hood River, Wasco and Sherman Counties** – All three counties have identified housing in their lists as a priority issue because it is a critical necessity for workforce retention. In Hood River, housing projects underway include the Rand Road development and exploring additional land acquisition. Sherman County has actively addressed this issue by creating a housing incentive. In Wasco County, the Economic Development Committee is also working on how to increase housing to address workforce retention.
3. **Dog River Pipeline Upgrade** – The City of The Dalles is currently seeking the last pieces of funding. The project is highly prioritized because it is the main water source to the City of The Dalles.

4. **Broadband**- This project includes specific projects involving public safety and community response to disasters. This has been identified as a critical infrastructure need because of the huge impacts on communities without access. The addition of the solar powered repeater trailers in Sherman County has been successful, and the County plans to add more in the future.
5. **Port of Hood River Lot 1** – Lot 1 is the last remaining undeveloped significant industrial site in the City of Hood River. The project includes significant infrastructure investment in water, sewer, and public streets to prepare the site for industrial development that will meet the long-term job creation and economic development goals of the community.
6. **Hood River Elevated Sewer Line** - This project will install a new lift station and rerouting line to replace the aging line on the south side of Interstate 84.
Discussion: Mark Zanmiller noted that The Port of Hood River Lot 1 project cannot happen until the Hood River Elevated Sewer Line project is complete. He suggested switching the priority order of these two projects. The Board agreed. Carrie noted she would change the Hood River Elevated Sewer Line to priority number five and the Port of Hood River Lot 1 to priority number six.
7. **Backup Power/ Emergency Generator Purchase and Integration for Primary Municipal Wells** – This project addresses safety, security, and resilience for the communities of Rufus, Moro and Wasco by installing a 3-phase emergency backup generator for their primary municipal wells. This project will ensure clean and adequate water supplies for sanitation and fire suppression efforts during a grid-down scenario. It also helps mitigate the hazards from power outages these cities experience during wildfires.
8. **Fifteen-mile Water Below Ground Storage Pilot Project- City of Dufur.** Local agricultural areas and the city's aquifer would draw from a stored water supply when the water flow is insufficient. Ken Bailey stated that the Soil and Water Conservation District currently has grant applications in, and approval is pending. Steve Kramer added that state legislation is upcoming, and that all want to move forward with this project.
9. **Bridge of the Gods Maintenance** - Projected improvements include a WaNaPa and Toll Booth Road intersection traffic circle or signalized intersection, and the design and construction of a Pacific Crest Trail link across the river adjacent to the Bridge.
10. **Clinic Expansion/ Backup Generator** - Sherman County Health District – The Clinic requires more space and upgraded facilities to expand healthcare services. The City would also like to upgrade the emergency generator currently onsite to be able to provide backup power to essential equipment.

Discussion: Carrie Pipinich asked the Board for any additional input aside from swapping the order of project five and six. Mark Zanmiller inquired about the process of adding additional projects to the list if they arise during the year. Carrie replied that prioritizing projects for both states in separate lists allows access to different funding sources on both sides. Carrie noted that all of the combined counties' project lists get put into the CEDS so that all of the projects can be referenced. Carrie explained that MCEDD's staff become engaged as communities identify projects that are not in the top 10. As these newer projects become more formed over time, the older projects drop off the list as they are completed.

Jan Brending noted that in the past, the MCEDD Board has amended the CEDS list to move a project up so that it would become eligible for EDA funding. Jan added that if there

is broad agreement that a project needs to be moved up in priority, the Board will address it. Jessica Metta agreed. Scott Clements asked what the next step is after the CEDS list is approved. Carrie explained that once incorporated into the annual update, the CEDS list is the primary tool that MCEDD uses in conversations with federal funders. The approved list gives MCEDD staff the opportunity to advocate for these projects. The list also serves as a tool for each project owner to show that there is broader regional support in their funding applications and conversations. Dave Sauter added that there are some funders who deny eligibility to projects if they are not on the CEDS list.

Ken Bailey motioned to approve the 2021 Regional Priority Rank for Oregon as amended. Bob Hamlin seconded the motion. Motion passed unanimously.

Jan Brending motioned to approve Resolution 2021-2 Comprehensive Economic Development Strategy (CEDS). Dave Sauter seconded the motion. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT

Jessica Metta highlighted from her report:

- CEDS community meetings are scheduled to begin on March 31 with a COVID-19 impact and resiliency discussion.
- Jonathan Lewis was identified and selected to join the MCEDD Board as the three Washington Chambers of Commerce representative.
- Staff engaged with the Oregon Economic Development Districts to coordinate COVID-19 recovery plans funded by the EDA.
- Kirk Wright has been recruited and appointed as a new member for the Oregon Investment Board to represent Multnomah County. The OIB has started recruitment for a new Hood River County commercial lending sector representative.
- The OIB Video project marketing tool that shows OIB and MCEDD's lending has been completed and being released on the web in installments.
- MCEDD welcomed Jesus Mendoza as the Link's new Transportation Operations Manager.
- MCEDD supported Wasco County in adoption of their 2021-23 Statewide Transportation Improvement Fund Plan.
- Three backbone transportation grants were submitted on March 1. The LINK's annual funding request to the City of The Dalles was approved at \$20,000 in the budget. Planning for two additional bus shelters for The Link continues, with projected sites in development on Klindt Drive and at The Next Door's Kelly Ave. RFQ and a purchase order for five new buses for The Link were submitted and approved, and the Link is scheduled to receive the buses on July 1.
- MCEDD welcomed Jill Brandt as the new Administrative Assistant.
- MCEDD's staffing organization chart and Executive Director supporting positions have been amended. Carrie Pipinich has been promoted to Deputy Director of Economic Development as of March 1st. Kate Drennan will begin on April 19th as the Deputy Director of Transportation.

EXECUTIVE COMMITTEE REPORT

Bill Schmitt reported on MCEDD's Executive Committee business in February and March:

- Approved receipt of a Business Oregon pass-through grant of \$60,000, plus \$6,000 in

administration for MCEDD to support the Devonshire Group in developing a biomass utilization campus in Hood River County. The Business Oregon grant is contingent on Devonshire Group receiving a USFS Wood Utilization Grant which will be decided in May.

- Discussed strategies for the \$2 Million in additional National Scenic Area economic development funds that have been appropriated. The Committee directed staff to apply for and evenly distribute funds to the OIB and WIB. Staff supported Klickitat County in eligibility for these new funds through WIB. Staff is awaiting a grant application process.
- Held a one-year evaluation of Executive Director Jessica Metta.

LOAN FUND MANAGER REPORT

Israel Ayala Guevara reported on Loan Administration Board activity, highlighting:

- There were two loans that were approved that did not close. Two loan applications were denied. MCEDD continues to work with these clients to resubmit applications that will meet lending requirements for approval. The Oregon Investment Board approved a loan in Hood River, and Mount Hood Economic Alliance approved a loan in Hood River.
- There are several active loan inquiries. Staff is working on two applications for the Attainable Housing Revolving Loan Fund.
- Delinquency rates are currently very low. The LAB has extended interest-only payments to help some clients through the current economic crisis.
- Currently \$2,458,000 is available in the loan fund. The high balance is due to higher payoffs within the last year.
- Two applications have been processed in the Cascade Locks-Hood River Enterprise Zone.
- Staff completed a series of videos with Immense Imagery for the Oregon Investment Board highlighting 5 loan clients.

STAFF REPORTS

Carrie Pipinich, Deputy Director of Economic Development, highlighted the following:

- MCEDD is partnering with The Next Door Inc and the SBDC to support Spanish language translations of MCEDD's business training classes.
- Staff purchased mobile classroom equipment with support from the Rural Business Development Grant from USDA Rural Development.
- Additional mobile solar broadband repeater units are needed to support expansion of Sherman County's broadband systems into more rural areas.
- With Wasco PUD, staff processed 73 applications to support approximately \$34,000 total in bills reduction to businesses as part of COVID Response.

Jacque Schei, Project Manager, highlighted the following:

- Staff has been working with the District and Business Oregon to discuss funding options needed to complete the CSWD South Valley Reservoir project. The District will present a request to the Infrastructure Finance Authority Board in June.
- The engineer for the Biggs Service District Water System Improvements provided final designs and bid documentation for the second phase to USDA in late February.
- The City of Hood River is working on an application to USDA Rural Development for continued funding for stormwater line replacement. MCEDD staff have been contracted to train City staff on grant administration for this project and others.
- MCEDD supported Hood River and Wasco counties in developing and implementing business

grant programs in December.

- Child Care Needs assessments were conducted in Wasco and Hood River counties with results presented to Business Oregon as possible projects that may be eligible for funding through the state's CDBG program, specifically CARES Act funds, to address COVID-19 impacts.

Jane Allen, RARE, highlighted the following:

- Staff is working with the SBDC and local chambers of commerce to offer training sessions to small businesses as part of the Rural Opportunities Initiative grant.
- Staff is currently conducting an economic needs assessment to support developing a regional framework for recovery from the pandemic as well as provide input into the major update of the CEDS.

Alice za Witt, Project Manager, highlighted the following:

- Staff is working to develop a Public Involvement Plan for the City of The Dalles' Coalition Brownfield Assessment Grant. Staff will finalize initial materials being posted for The Dalles Brownfield Program.
- Staff is assisting with the redesignation of the Enterprise Zone. Hood River County, City of Hood River, Port of Hood River, and the City of Cascade Locks are rejoining the zone as sponsors. The Port of Cascade Locks intends to join the Enterprise Zone as well. A public meeting with all taxing entities affected will be held in April.
- GTA continues to hold Geek Lunch each month virtually; Tom Dalbey of May Street Elementary was chosen as STEM Educator of the Year and Rob Coatney from Zepher Flight Labs was selected as the Tech Leader of the Year. The GTA Board will begin the process to develop a GTA Strategic Plan for 2022-2025; Annual GTA Board elections will occur in April 2021.

Marla Harvey, Program Manager, highlighted the following:

- Staff supported a CGBREZ meeting focused on the Goldendale Energy Storage Project, regional renewable energy projects, and Oregon and Washington legislative sessions.
- Staff completed interviews with eight businesses assuming a 3-hour, 3-day and 2-week electricity outage to collect information on infrastructure vulnerabilities related to energy from critical facilities in Hood River County.
- Staff assisted the Hood River County Emergency Manager with integrating energy resilience strategies into Hood River County's Natural Hazard Mitigation Plan (NHMP), Community Wildfire Protection Plan (CWPP), and Comprehensive Economic Development Plan (CEDS).
- Staff supported data collection and coordination for on-going solar plus storage resilience assessments at nine critical facilities.

Kathy Fitzpatrick, Mobility Manager, highlighted the following:

- Gorge TransLink Alliance transit agencies are providing critical COVID-related services while at the same time serving their normal role of providing equitable regional access to higher education, medical, recreation, and social services.
- Gorge TransLink Alliance members are working with public health partners to help ensure that residents signing up for their vaccine appointments know what their public transportation options are and how to schedule a ride.
- In February, the focus shifted from COVID-19 testing events to vaccine clinics for the

Native American population.

- Regional Transit partners have been developing a low-cost annual pass system that will provide access to all the fixed route services in the Columbia Gorge. The pass is scheduled for a soft launch on July 1, 2021.

REGIONAL UPDATES FROM THE BOARD MEMBERS

Leana Kinley reported that North Bonneville has a new business opening up, Trailhead Taproom, located next to the gym on CBD drive. Hotel Stevenson is also wrapping up their remodel and looks to reopen soon. The City is making progress on legislative changes to reduce barriers to affordable housing and increased density.

Mark Zanmiller reported that local UAV companies are co-hosting a webinar in April in preparation for the national UAV show, which is virtual in May and in-person in August. Mark is currently active with a group project that combines educational elements, technology, and agriculture to see how these groups might work together to aid one another.

Steve Kramer reported that the City and County are considering SIP agreements for a new data center. Steve thanked MCEDD staff for outstanding work over the last year.

Mike Foreaker reported that the Deschutes River Athletic Center is planning on breaking ground for completion of phase 1 this spring, with plans to complete the building over the summer. Fundraising is ongoing. The solar installation on Bakeoven is scheduled to begin in April.

Dave Sauter reported that solar energy development is becoming an issue in Klickitat county. The County needs to have a policy discussion on solar projects near populated areas. The City has enacted a temporary moratorium on projects related to the proposed solar development, a substation near Goldendale, to give time for public discussion. Dave added that there is a lot of interest for other projects potentially coming to the county that fit in with clean energy production.

Robb Kimmes reported on the vaccination effort in the Gorge. The program started slowly and vaccine supply was erratic, but it is improving each week. In Klickitat and Skamania counties, there may soon be an excess of vaccine compared to people who want to get vaccinated. Skyline Hospital's new emergency department expansion is in use, and the renovation will be complete in early June.

Bob Hamlin reported COVID cases are down and vaccine availability will continue this trend.

Dr. Marta Yera Cronin reported the new student building's outside is complete and the inside is in process. The college is planning new programs for fall with the hope that students will be housed in dorms at full capacity.

Eric Proffitt reported that unemployment in the Gorge is down. Currently, there are more jobs than seekers. State offices remain in lockdown but are still processing Pandemic Unemployment Assistance applications with no plans to discontinue in the next few months.

David Griffith reported that the Port of Cascade Locks development projects are almost done, and

the business park development is getting interest. Smaller projects include a marine parking lot and paving an area for PCT parking. The Dallesport airport is adding a commercial building to support the aviation program at CGCC.

Jan Brending reported the Jewett water main project is done. The city is installing a roundabout at the intersection of Garfield and Jewett to slow traffic down and to stop U-turners. There will be improvements at Innes and Leana pizza, as the landlord is improving the building façade to include a permanent awning over the outdoor dining area.

Jonathan Lewis reported the Washington Chambers' major activity has been communication with area businesses, with coaching on grant applications as well as emphasizing the need for vaccination.

Gordon Zimmerman reported that Rachael Fuller, City Administrator for Hood River, has announced her resignation effective July 2nd.

Scott Clements reported the Goldendale Energy Storage project will use electricity from nearby wind and solar to pump water from a lower reservoir to a higher one, later releasing that water from the upper reservoir to turn hydroelectric turbines and generate electricity. The Goldendale site, formerly the Golden Northwest aluminum smelter, has been looked at for decades as a potential pumped storage location because its geology and geography have advantages from an engineering perspective. On a project area of 681.6 acres, it would include construction of two 60-acre reservoirs contained by two concrete dams, each over 7,000 feet long and 170 feet high. Between the two reservoirs would be an underground tunnel and piping to convey water up and down the 2,400 feet elevation and an underground powerhouse. When it becomes operational, the Goldendale Energy Storage Project will have the capacity to store the hydro equivalent of 25,506 megawatt hours of electricity and the ability to generate 1,200 megawatts—enough to power close to a million homes — for 12 to 20 hours.

Ken Bailey thanked MCEDD staff for the effective resiliency work done in the Mid-Columbia region. He noted that the fire disasters last summer prepared the area to respond to the COVID-19 pandemic quickly and efficiently because the knowledge and procedures needed to receive relief funding provided by the federal government was in place.

Bill Schmitt reported the first building in Dallesport Industrial Park is finished. He echoed Steve and Ken with appreciation for MCEDD's staff.

NEW BUSINESS

No new business.

ADJOURNMENT

Bill Schmitt adjourned the meeting at 6:15 pm.

Respectfully submitted by Jill Brandt, Administrative Assistant

Memorandum

Date: June 10, 2021
To: MCEDD Board of Directors
From: Jessica Metta, Executive Director
Re: Auditing Services

Request (Consent Agenda)

Approve selection of Pauly Rogers & Co., P.C. for MCEDD auditing services.

Overview

In 2020, MCEDD issued a Request for Proposals (RFP) for Auditing Services and then signed a three year contract with Connected Professional Accountants, LLC. The firm completed our 2020 audit and then let us know early in 2021 they would need to cancel the contract due to a change in their staffing levels. Staff issued a new RFP for auditing services and received no responses by the first deadline. Staff conducted additional outreach and compiled a list of auditors across all of Oregon and reissued the RFP with a May 28 deadline. We received one response, from Pauly Rogers & Co., P.C..

Staff shared this information with the MCEDD Executive Committee and noted the price is about \$10,000 higher than our prior firm. The Executive Committee believed the cost seemed reasonable even though it is higher and recommended the selection of Pauly Rogers & Co., P.C.. The Executive Committee also discussed contract length and decided there was value in a longer contract.

Summary of Responsive Firms

Pauly Rogers and Co., P.C.

Key Personnel: Tara Kamp, Kenny Allen, Lanae Phelps, Kyle Janicki

Per Year Rate: 2021 \$33,000, 2022 \$34,150, 2023 \$35,300, 2024 \$36,400

Total Rate (4 years): \$138,850

Pauly Rogers and Co., P.C. is a firm based in Tigard, OR that performs audits for several government entities, which include the requirement of single audit. Prior audits performed included Hood River County School District, City of Hood River and URA, and Port of Hood River. The firm stated that they last received a peer review (a system of quality control for the accounting and auditing practice) for the year ended April 2017. They received a *pass* (the highest possible rating).

Memorandum

To: MCEDD Board of Directors
From: Kate Drennan, Deputy Director of Transportation
Date: June 8, 2020
Re: GOrge Pass Marketing Service (Consent Agenda)

Request (Consent Agenda)

Approve contract award to Columbia Gorge Tourism Alliance (CGTA) for marketing and PR services for the GOrge Transit Pass Marketing Services. The contract lasts from FY 22-24 for a total of \$240,000.

Overview

MCEDD was awarded a \$300,000 Oregon Department of Transportation grant to create a marketing and PR campaign for the new GOrge Transit Pass, including \$60,000 in matching funds split by MCEDD and Columbia Area Transit. Starting July 1, 2021 riders can use a \$30 annual pass to ride any fixed route bus in Wasco, Hood River, Skamania and Klickitat Counties. A full PR launch of the program will start in November 2021 for 2022 annual pass, using a variety of marketing campaign tactics. To aid in the launch of the transit pass, MCEDD released an RFP for the \$240,000 2-year marketing campaign.

Consultant Selection Process

MCEDD drafted a request for proposals outlining the desired scope of services. MCEDD posted the RFP opportunity on its website and on the Oregon Procurement Information Network (ORPIN), the primary database for contractors and firms to hear about solicitation opportunities. The RFP was issued on April 27, 2021 and an informational pre-proposal meeting was held over Zoom on May 7th. About 15 firms attended the meeting and a meeting summary outlining the questions and responses were posted to ORPIN and the website as an addendum to the original RFP. Proposals were due on May 28th to Kate Drennan at MCEDD.

The following firms submitted a proposal:

- Parachute Strategies, Portland, OR
- C3 Collective/ Snow Designs, Portland, OR
- Aombee, Los Angeles, CA
- Columbia Gorge Tourism Alliance, Hood River, OR

Kate shared the proposals with the evaluation team. The evaluation team included:

- John Andoh, Columbia Area Transit
- Kathy Fitzpatrick, for Gorge Translink Alliance
- Kate Drennan, MCEDD

The team scored the proposals according to the following criteria: Price (25%); Approach (25%); Qualifications (30%); Availability (20%). The proposals had total of 100 available points. Each evaluator reviewed the proposals individually and used a score sheet to record their impressions

and scores. The team then met to compare and share scores of each proposal. Round 1 scores are summarized in Table One.

Table 1 Round One Scores

Firm	Reviewer 1	Reviewer 2	Reviewer 3	Total Score
Parachute	86	85	91	262
C3/Snow D	89	80	89	253
CGTA	95	90	95	280
Aombee	0	45	42	87

After discussion, the team decided to interview the top two scoring teams for additional information about the proposal’s approach, qualifications and scope of work.

On Friday, June 4th the evaluation team interviewed Columbia Gorge Tourism Alliance (CGTA) and Parachute Strategies. After the interviews, each evaluator submitted an updated score for the firms. The final scores are listed in Table 2. Based on the proposal submissions and interviews, the evaluation team recommended to award the contract to CGTA.

Table 2 Round 2- Post Interview Scores

Firm	Reviewer 1	Reviewer 2	Reviewer 3	Total Score
Parachute	90	90	93	273
CGTA	95	95	95	285



FINANCIAL SUMMARY

As of April 30, 2021

Balance Sheet

Total Cash balance as of 4/30/2021 is \$6,149,192.39, an increase of \$61,089 from the previous month. Accounts Receivable (1202) balance is \$404,269.03. The accounts receivable balance is cyclical and the significant increase from prior month is simply due to some quarterly invoices being sent out in April. Loans Receivable (1300) increased in the month of April due to the closing of some new loans. April principal payments totaled \$298,339.90, a higher than normal amount due to loan payoffs in IRP and EDA. Accrued Loan Payment (2030) of \$97,673.35 represents the total liability (P&I) through April 30, 2021. Current Net Position is \$12,254,277.93.

Operations Budget vs. Actual

Total Revenues for the month of April are at 175.6% of budget. YTD revenue is at 155.2% of budget. Total expenses for the month of April are at 88.4% of budget. The Supplies line (6300) appears to be over budget due to the planned purchase of equipment to support the ROI Grant. This equipment was necessary to support the remote classroom for business training opportunities. The purchased equipment is reimbursable through the grant and funds will be requested during our next reporting period. Vehicle costs were higher than anticipated due to brakes being replaced on two vehicles.

Respectfully Submitted,

Dana Woods
Finance Manager

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</u>	<u>Apr 30, 20</u>
ASSETS		
Current Assets		
Checking/Savings		
1000 · Bank Demand Deposits		
1010 · MCEDD Checking		
10372 · MCEDD Micro Loan Checking	9,170.00	1,310.00
10601 · LINK Cash	233,267.58	-38,402.18
1010 · MCEDD Checking - Other	43,909.77	265,279.54
Total 1010 · MCEDD Checking	<u>286,347.35</u>	<u>228,187.36</u>
1015 · MCEDD MM		
15372 · MCEDD Micro Loan MM	4,729.51	5,398.49
15601 · LINK MM	458,001.45	258,001.45
1015 · MCEDD MM - Other	134,934.43	74,800.16
Total 1015 · MCEDD MM	<u>597,665.39</u>	<u>338,200.10</u>
1020 · IRP		
1021 · IRP - Sherman	90,231.68	46,276.92
1022 · IRP - WA	221,094.14	22,622.05
1020 · IRP - Other	100,621.29	176,570.10
Total 1020 · IRP	<u>411,947.11</u>	<u>245,469.07</u>
1030 · Loan Funds		
1036 · EDA RLFs	329,477.82	167,646.82
1045 · Reg Strat	144,806.88	53,527.14
1050 · RBEG-OR	160,676.90	47,392.06
1055 · RBEG-WA	96,298.37	4,598.86
1057 · RBEG-KL	122,894.83	44,138.67
1067 · CDBG Microenterprises	108,249.06	106,736.53
1030 · Loan Funds - Other	0.00	16.01
Total 1030 · Loan Funds	<u>962,403.86</u>	<u>424,056.09</u>
1031 · Housing RLF	1,507,825.83	1,478,870.49
1070 · National Scenic Fund	1,553,331.89	1,335,226.89
Total 1000 · Bank Demand Deposits	<u>5,319,521.43</u>	<u>4,050,010.00</u>
1100 · CDS		
1121 · IRP Reserve	96,047.12	96,072.01
1100 · CDS - Other	0.00	-8.14
Total 1100 · CDS	<u>96,047.12</u>	<u>96,063.87</u>

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</u>	<u>Apr 30, 20</u>
1122 · IRP - DDM Product	733,473.84	148,100.78
1125 · LINK Petty Cash	150.00	150.00
Total Checking/Savings	6,149,192.39	4,294,324.65
Accounts Receivable		
1202 · Accounts Receivable	404,269.03	186,971.46
1205 · Interfund Loan Receivable	66,462.71	0.00
Total Accounts Receivable	470,731.74	186,971.46
Other Current Assets		
1200 · Receivables & Accruals		
1210 · Accrued Revenue	10,000.00	7,150.00
1240 · Prepaid Expenses	11,379.82	10,732.84
1260 · Accrued Loan Interest	31,570.61	55,634.75
Total 1200 · Receivables & Accruals	52,950.43	73,517.59
1300 · Loans Receivable		
1330 · MCEDD Loans Receivable		
1337 · EDA Cares RLF	220,750.00	0.00
1320 · IRP	1,716,534.42	2,292,060.19
1321 · IRP - Sherman	149,152.55	197,737.59
1322 · IRP - WA	100,939.55	296,449.46
1336 · EDA RLFs	309,267.68	619,021.73
1345 · Reg Strat	31,364.36	122,520.45
1350 · RBEG-OR	148,184.74	282,536.85
1355 · RBEG-WA	0.00	93,303.47
1357 · RBEG-KL/SK	0.00	84,794.10
1367 · CDBG Microenterprises	0.00	2,738.70
1371 · Housing RLF	560,893.44	565,635.01
1372 · MCEDD Micro Loan	12,914.49	18,980.37
Total 1330 · MCEDD Loans Receivable	3,250,001.23	4,575,777.92
1370 · OIB Loans Receivable	1,379,466.74	1,626,896.23
Total 1300 · Loans Receivable	4,629,467.97	6,202,674.15

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</u>	<u>Apr 30, 20</u>
1400 · Loan Payments Holding		
1422 · IRP - WA	442.30	0.00
1436 · EDA RLFs	1,326.90	0.00
1467 · CDBG Microenterprises	-12.40	-12.40
1475 · OIB	1,263.71	0.00
Total 1400 · Loan Payments Holding	<u>3,020.51</u>	<u>-12.40</u>
1500 · Allowance for Doubtful Loans		
1520 · IRP Allowance	-112,150.28	-132,493.11
1521 · IRP - SH Co	-9,329.15	-10,387.61
1522 · IRP - WA	-17,452.77	-15,257.43
1536 · EDA RLFs Allowance	-33,468.48	-41,277.39
1545 · Reg Strat Allowance	-1,947.64	-10,036.11
1555 · RBEG Allowance	0.00	-30,833.86
1567 · CDBG Microenterprises	0.00	-2,021.76
1571 · Housing RLF Allowance	-33,936.18	-14,737.95
1575 · OIB Allowance	-148,149.53	-48,906.65
Total 1500 · Allowance for Doubtful Loans	<u>-356,434.03</u>	<u>-305,951.87</u>
Total Other Current Assets	<u>4,329,004.88</u>	<u>5,970,227.47</u>
Total Current Assets	<u>10,948,929.01</u>	<u>10,451,523.58</u>
Fixed Assets		
1600 · Fixed Assets		
1610 · Building/Land	1,216,060.00	1,216,060.00
1605 · Vehicles	164,627.00	164,627.00
1650 · Accumulated Depreciation	-75,418.00	-75,418.00
Total 1600 · Fixed Assets	<u>1,305,269.00</u>	<u>1,305,269.00</u>
Total Fixed Assets	<u>1,305,269.00</u>	<u>1,305,269.00</u>
Other Assets		
87 · Due To/From Internal Accounts		
88 · Due From Accounts	2,004,358.51	142,624.99
94 · Due To Accounts	-2,004,278.59	-142,624.99
Total 87 · Due To/From Internal Accounts	<u>79.92</u>	<u>0.00</u>
Total Other Assets	<u>79.92</u>	<u>0.00</u>
TOTAL ASSETS	<u><u>12,254,277.93</u></u>	<u><u>11,756,792.58</u></u>

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2021

	Apr 30, 21	Apr 30, 20
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 · A/P General	701.92	2,772.21
2005 · Interfund Loan Payable	66,462.77	0.00
Total Accounts Payable	67,164.69	2,772.21
Other Current Liabilities		
2030 · Accrued Loan Payment	97,673.35	96,945.70
2035 · Accrued Interest Payable	162.84	257.82
2050 · PTO - Accrued	57,299.21	50,619.87
2070 · Health Insurance Payable	-21,914.98	-5,031.85
2080 · Life & Disability Payable	-351.96	-193.83
2090 · WC SAIF Ins	3,891.98	-5,588.96
2100 · Payroll Liabilities		
2110 · Federal Payroll Liability	-187.49	-187.49
2120 · State Payroll Liabilities		
2115 · OR- SUTA Payroll Liabilities		
2105 · WBF Payroll Assessment	193.46	156.96
2115 · OR- SUTA Payroll Liabilities - Other	123.38	80.55
Total 2115 · OR- SUTA Payroll Liabilities	316.84	237.51
2120 · State Payroll Liabilities - Other	92.15	274.61
Total 2120 · State Payroll Liabilities	408.99	512.12
2100 · Payroll Liabilities - Other	262.47	0.00
Total 2100 · Payroll Liabilities	483.97	324.63
2800 · Deferred Revenue	17,583.29	15,554.20
Total Other Current Liabilities	154,827.70	152,887.58
Total Current Liabilities	221,992.39	155,659.79
Long Term Liabilities		
2820 · IRP Loan Payable \$1million	363,344.34	401,776.57
2821 · IRP Loan Payable \$600,000	331,054.82	352,994.87
2822 · IRP Loan Payable \$750,000	495,323.28	521,941.86
2823 · IRP Loan Payable - WA \$310,000	253,479.49	263,997.61
2824 · IRP Loan Payable - SH \$200,000	159,779.14	166,603.11
Total Long Term Liabilities	1,602,981.07	1,707,314.02
Total Liabilities	1,824,973.46	1,862,973.81

Mid-Columbia Economic Development District
Balance Sheet
As of April 30, 2021

	<u>Apr 30, 21</u>	<u>Apr 30, 20</u>
Equity		
3100 · Fund Balances	4,224,238.85	4,224,238.85
3110 · Carryforward Balance	-117,089.67	-94,957.37
3900 · Retained Earnings	5,659,363.57	5,471,435.59
Net Income	662,791.72	293,101.70
Total Equity	<u>10,429,304.47</u>	<u>9,893,818.77</u>
TOTAL LIABILITIES & EQUITY	<u><u>12,254,277.93</u></u>	<u><u>11,756,792.58</u></u>

Mid-Columbia Economic Development District
Operations Budget vs. Actual YTD
 July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Carryover Revenue	731,019.67	550,595.75	180,423.92	132.8%
4012 · Trans From/To Fund (SUPPORT)	12,120.91	-4,166.60	16,287.51	-290.9%
4100 · Federal	793,169.16	1,626,096.76	-832,927.60	48.8%
4200 · State	3,232,558.37	544,216.68	2,688,341.69	594.0%
4300 · Local Match	82,500.00	75,000.02	7,499.98	110.0%
4400 · Local Assessment	62,710.00	55,750.00	6,960.00	112.5%
4500 · Contract Reimbursement	564,594.57	509,048.48	55,546.09	110.9%
4600 · Loan Interest	229,760.28	279,083.42	-49,323.14	82.3%
4700 · Loan Processing Fees	14,944.72	23,416.68	-8,471.96	63.8%
4705 · Loan Filing Fees	1,248.85	3,833.36	-2,584.51	32.6%
4710 · Loan Late Fee	1,147.72	3,458.34	-2,310.62	33.2%
4750 · Investment Interest	1,231.81	476.74	755.07	258.4%
4800 · Other Revenue	8,679.61	7,183.34	1,496.27	120.8%
4805 · Farebox Revenue	15,726.16	31,466.70	-15,740.54	50.0%
Total Income	5,751,411.83	3,705,459.67	2,045,952.16	155.2%
Gross Profit	5,751,411.83	3,705,459.67	2,045,952.16	155.2%
Expense				
5000 · Personnel Expense	1,151,374.94	1,447,710.63	-296,335.69	79.5%
6110 · Travel & Conference	3,634.73	25,083.52	-21,448.79	14.5%
6190 · Event Services	0.00	12,583.40	-12,583.40	0.0%
6200 · Equipment	4,362.80	25,278.36	-20,915.56	17.3%
6300 · Supplies	27,371.09	38,735.92	-11,364.83	70.7%
6400 · Professional Services	113,754.35	254,637.20	-140,882.85	44.7%
6500 · Vehicle Costs	75,547.63	72,716.70	2,830.93	103.9%
6600 · Communications	22,645.45	48,735.22	-26,089.77	46.5%
6700 · Building Costs	32,912.49	31,693.74	1,218.75	103.8%
6800 · Bonds & Insurance	16,338.50	4,823.34	11,515.16	338.7%
6900 · Other Materials & Supplies	9,980.62	16,938.74	-6,958.12	58.9%

Mid-Columbia Economic Development District
Operations Budget vs. Actual YTD
July 2020 through April 2021

	Jul '20 - Apr 21	Budget	\$ Over Budget	% of Budget
6950 · Grants Disbursed	2,633,539.97			
9000 · Indirect Spread	0.00	-11,315.20	11,315.20	0.0%
9100 · Capital Purchase	172,180.28	147,183.34	24,996.94	117.0%
9600 · Transfer to/from Source	2,000.00	1,666.66	333.34	120.0%
Total Expense	4,265,642.85	2,116,471.57	2,149,171.28	201.5%
Net Ordinary Income	1,485,768.98	1,588,988.10	-103,219.12	93.5%
Other Income/Expense				
Other Expense				
7400 · Loan Payment	101,693.30	101,685.00	8.30	100.0%
7500 · Carryover to Next Year	613,930.00	613,714.00	216.00	100.0%
7600 · In-Kind Contractual	0.00	0.00	0.00	0.0%
Total Other Expense	715,623.30	715,399.00	224.30	100.0%
Net Other Income	-715,623.30	-715,399.00	-224.30	100.0%
Net Income	770,145.68	873,589.10	-103,443.42	88.2%

**Mid-Columbia Economic Development District
 Planning YTD P&L
 July 2020 through April 2021**

	101 Planning (100 Federal Grants)	102 EDA Cares Planning Grant (100 Federal Grants)
Ordinary Income/Expense		
Income		
4000 - Carryover Revenue	26,361.00	0.00
4100 - Federal	66,666.70	42,190.00
4300 - Local Match	52,200.00	0.00
4803 - Sponsor Donations	1,000.00	0.00
Total Income	<u>146,227.70</u>	<u>42,190.00</u>
Gross Profit	146,227.70	42,190.00
Expense		
5000 - Personnel Expense		
5100 - Wages	53,092.69	31,922.81
5500 - Fringe Benefits	12,786.03	7,351.43
5700 - Payroll Taxes	4,362.63	2,702.29
5800 - Payroll Expense - Prior Period	-3,395.17	0.00
Total 5000 - Personnel Expense	<u>66,846.18</u>	<u>41,976.53</u>
6110 - Travel & Conference	575.00	188.52
6300 - Supplies	134.91	673.50
6400 - Professional Services	1,189.00	750.00
6600 - Communications	284.99	244.00
6700 - Building Costs	1,696.13	999.66
6900 - Other Materials & Supplies	3,000.00	0.00
9000 - Indirect Spread	7,695.59	4,803.48
Total Expense	<u>81,421.80</u>	<u>49,635.69</u>
Net Ordinary Income	64,805.90	-7,445.69
Other Income/Expense		
Other Expense		
7500 - Carryover to Next Year	9,879.00	0.00
Total Other Expense	<u>9,879.00</u>	<u>0.00</u>
Net Other Income	-9,879.00	0.00
Net Income	<u><u>54,926.90</u></u>	<u><u>-7,445.69</u></u>

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

06/08/21

Accrual Basis

	320 IRP (300 Loan Funds)	321 IRP Sherman (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	70,685.00	210.00
4100 · Federal	0.00	0.00
4200 · State	0.00	0.00
4600 · Loan Interest	107,995.72	10,615.50
4700 · Loan Processing Fees	7,985.32	0.00
4705 · Loan Filing Fees	361.05	0.00
4710 · Loan Late Fee	584.03	0.00
4750 · Investment Interest	250.34	7.77
Total Income	187,861.46	10,833.27
Gross Profit	187,861.46	10,833.27
Expense		
5000 · Personnel Expense	9,085.06	1,946.49
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	9.05	0.00
6300 · Supplies	42.03	0.00
6400 · Professional Services	4,156.27	122.00
6600 · Communications	0.00	0.00
6700 · Building Costs	245.69	50.27
6800 · Bonds & Insurance	0.00	0.00
6900 · Other Materials & Supplies	275.15	31.19
9000 · Indirect Spread	5,841.00	1,249.29
Total Expense	19,654.25	3,399.24
Net Ordinary Income	168,207.21	7,434.03
Other Income/Expense		
Other Expense		
7400 · Loan Payment	83,675.00	7,075.00
7500 · Carryover to Next Year	48,149.00	98.00
Total Other Expense	131,824.00	7,173.00
Net Other Income	-131,824.00	-7,173.00
Net Income	36,383.21	261.03

Mid-Columbia Economic Development District
Loans YTD P&L
 July 2020 through April 2021

	322 IRP WA (300 Loan Funds)	336 EDA RLFs (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	1,288.00	0.00
4100 · Federal	0.00	0.00
4200 · State	0.00	0.00
4600 · Loan Interest	18,940.56	34,378.06
4700 · Loan Processing Fees	35.00	1,941.70
4705 · Loan Filing Fees	0.00	0.00
4710 · Loan Late Fee	80.00	222.70
4750 · Investment Interest	5.31	65.38
Total Income	20,348.87	36,607.84
Gross Profit	20,348.87	36,607.84
Expense		
5000 · Personnel Expense	2,357.58	8,935.07
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	0.00	5.10
6300 · Supplies	0.00	0.00
6400 · Professional Services	377.75	1,832.36
6600 · Communications	0.00	0.00
6700 · Building Costs	58.84	225.55
6800 · Bonds & Insurance	0.00	434.00
6900 · Other Materials & Supplies	33.51	50.40
9000 · Indirect Spread	1,514.60	5,744.45
Total Expense	4,342.28	17,226.93
Net Ordinary Income	16,006.59	19,380.91
Other Income/Expense		
Other Expense		
7400 · Loan Payment	10,943.30	0.00
7500 · Carryover to Next Year	12,086.00	0.00
Total Other Expense	23,029.30	0.00
Net Other Income	-23,029.30	0.00
Net Income	-7,022.71	19,380.91

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

	337 EDA Cares Act RLF (300 Loan Funds)	345 Reg Strat (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	0.00	0.00
4100 · Federal	229,054.00	0.00
4200 · State	0.00	0.00
4600 · Loan Interest	473.98	3,458.25
4700 · Loan Processing Fees	3,311.25	252.81
4705 · Loan Filing Fees	887.80	0.00
4710 · Loan Late Fee	0.00	0.00
4750 · Investment Interest	0.00	34.81
Total Income	233,727.03	3,745.87
Gross Profit	233,727.03	3,745.87
Expense		
5000 · Personnel Expense	2,684.36	402.63
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	25.98	0.00
6300 · Supplies	599.00	0.00
6400 · Professional Services	2,361.45	378.81
6600 · Communications	0.00	0.00
6700 · Building Costs	64.86	9.01
6800 · Bonds & Insurance	0.00	0.00
6900 · Other Materials & Supplies	1,222.92	16.43
9000 · Indirect Spread	1,726.78	256.63
Total Expense	8,685.35	1,063.51
Net Ordinary Income	225,041.68	2,682.36
Other Income/Expense		
Other Expense		
7400 · Loan Payment	0.00	0.00
7500 · Carryover to Next Year	0.00	-2,868.00
Total Other Expense	0.00	-2,868.00
Net Other Income	0.00	2,868.00
Net Income	225,041.68	5,550.36

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

06/08/21

Accrual Basis

	350 RBEG-OR (300 Loan Funds)	355 RBEG-WA (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	0.00	0.00
4100 · Federal	0.00	0.00
4200 · State	0.00	0.00
4600 · Loan Interest	9,237.38	526.49
4700 · Loan Processing Fees	1,117.96	43.28
4705 · Loan Filing Fees	0.00	0.00
4710 · Loan Late Fee	260.99	0.00
4750 · Investment Interest	41.38	29.16
Total Income	10,657.71	598.93
Gross Profit	10,657.71	598.93
Expense		
5000 · Personnel Expense	1,149.00	986.45
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	0.00	0.00
6300 · Supplies	0.00	0.00
6400 · Professional Services	587.16	123.28
6600 · Communications	0.00	0.00
6700 · Building Costs	22.70	17.93
6800 · Bonds & Insurance	0.00	0.00
6900 · Other Materials & Supplies	11.65	0.97
9000 · Indirect Spread	734.46	629.87
Total Expense	2,504.97	1,758.50
Net Ordinary Income	8,152.74	-1,159.57
Other Income/Expense		
Other Expense		
7400 · Loan Payment	0.00	0.00
7500 · Carryover to Next Year	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	0.00	0.00
Net Income	8,152.74	-1,159.57

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

	357 RBEG-KL (300 Loan Funds)	370 CDBG Micro (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	0.00	0.00
4100 · Federal	0.00	0.00
4200 · State	0.00	0.00
4600 · Loan Interest	1,103.79	251.41
4700 · Loan Processing Fees	239.40	18.00
4705 · Loan Filing Fees	0.00	0.00
4710 · Loan Late Fee	0.00	0.00
4750 · Investment Interest	30.71	20.17
Total Income	1,373.90	289.58
Gross Profit	1,373.90	289.58
Expense		
5000 · Personnel Expense	940.06	106.60
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	0.00	0.00
6300 · Supplies	0.00	0.00
6400 · Professional Services	317.40	25.00
6600 · Communications	0.00	0.00
6700 · Building Costs	16.16	3.13
6800 · Bonds & Insurance	0.00	0.00
6900 · Other Materials & Supplies	2.05	2.05
9000 · Indirect Spread	599.73	68.71
Total Expense	1,875.40	205.49
Net Ordinary Income	-501.50	84.09
Other Income/Expense		
Other Expense		
7400 · Loan Payment	0.00	0.00
7500 · Carryover to Next Year	0.00	0.00
Total Other Expense	0.00	0.00
Net Other Income	0.00	0.00
Net Income	-501.50	84.09

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

06/08/21

Accrual Basis

	371 Housing RLF (300 Loan Funds)	372 MCEDD Micro Loan (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	0.00	0.00
4100 · Federal	0.00	0.00
4200 · State	0.00	0.00
4600 · Loan Interest	23,972.86	1,343.96
4700 · Loan Processing Fees	0.00	0.00
4705 · Loan Filing Fees	0.00	0.00
4710 · Loan Late Fee	0.00	0.00
4750 · Investment Interest	468.49	0.00
Total Income	24,441.35	1,343.96
Gross Profit	24,441.35	1,343.96
Expense		
5000 · Personnel Expense	3,696.35	280.16
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	0.00	0.00
6300 · Supplies	0.00	0.00
6400 · Professional Services	462.06	15.00
6600 · Communications	0.00	0.00
6700 · Building Costs	83.98	8.24
6800 · Bonds & Insurance	0.00	0.00
6900 · Other Materials & Supplies	77.10	76.40
9000 · Indirect Spread	2,372.16	180.28
Total Expense	6,691.65	560.08
Net Ordinary Income	17,749.70	783.88
Other Income/Expense		
Other Expense		
7400 · Loan Payment	0.00	0.00
7500 · Carryover to Next Year	38,156.00	0.00
Total Other Expense	38,156.00	0.00
Net Other Income	-38,156.00	0.00
Net Income	-20,406.30	783.88

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

06/08/21

Accrual Basis

	390 Loan Fund Costs (300 Loan Funds)	391 Oregon Community Foundation (300 Loan Funds)
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	0.00	0.00
4100 · Federal	0.00	0.00
4200 · State	0.00	50,000.00
4600 · Loan Interest	0.00	0.00
4700 · Loan Processing Fees	0.00	0.00
4705 · Loan Filing Fees	0.00	0.00
4710 · Loan Late Fee	0.00	0.00
4750 · Investment Interest	0.00	0.00
Total Income	0.00	50,000.00
Gross Profit	0.00	50,000.00
Expense		
5000 · Personnel Expense	29,731.88	39,706.69
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	132.85	225.00
6300 · Supplies	486.46	0.00
6400 · Professional Services	602.60	0.00
6600 · Communications	164.00	0.00
6700 · Building Costs	674.40	1,116.55
6800 · Bonds & Insurance	0.00	0.00
6900 · Other Materials & Supplies	964.25	0.00
9000 · Indirect Spread	-34,771.16	25,592.90
Total Expense	-2,014.72	66,641.14
Net Ordinary Income	2,014.72	-16,641.14
Other Income/Expense		
Other Expense		
7400 · Loan Payment	0.00	0.00
7500 · Carryover to Next Year	0.00	25,000.00
Total Other Expense	0.00	25,000.00
Net Other Income	0.00	-25,000.00
Net Income	2,014.72	-41,641.14

Mid-Columbia Economic Development District

Loans YTD P&L

July 2020 through April 2021

06/08/21

Accrual Basis

	Total 300 Loan Funds	TOTAL
Ordinary Income/Expense		
Income		
4000 · Carryover Revenue	72,183.00	72,183.00
4100 · Federal	229,054.00	229,054.00
4200 · State	50,000.00	50,000.00
4600 · Loan Interest	212,297.96	212,297.96
4700 · Loan Processing Fees	14,944.72	14,944.72
4705 · Loan Filing Fees	1,248.85	1,248.85
4710 · Loan Late Fee	1,147.72	1,147.72
4750 · Investment Interest	953.52	953.52
Total Income	581,829.77	581,829.77
Gross Profit	581,829.77	581,829.77
Expense		
5000 · Personnel Expense	102,008.38	102,008.38
6001 · Misc Expense - Prior Period	0.00	0.00
6110 · Travel & Conference	397.98	397.98
6300 · Supplies	1,127.49	1,127.49
6400 · Professional Services	11,361.14	11,361.14
6600 · Communications	164.00	164.00
6700 · Building Costs	2,597.31	2,597.31
6800 · Bonds & Insurance	434.00	434.00
6900 · Other Materials & Supplies	2,764.07	2,764.07
9000 · Indirect Spread	11,739.70	11,739.70
Total Expense	132,594.07	132,594.07
Net Ordinary Income	449,235.70	449,235.70
Other Income/Expense		
Other Expense		
7400 · Loan Payment	101,693.30	101,693.30
7500 · Carryover to Next Year	120,621.00	120,621.00
Total Other Expense	222,314.30	222,314.30
Net Other Income	-222,314.30	-222,314.30
Net Income	226,921.40	226,921.40

Mid-Columbia Economic Development District
Special Projects & Grants YTD P&L
 July 2020 through April 2021

	Jul '20 - Apr 21
Ordinary Income/Expense	
Income	
4000 · Carryover Revenue	
4040 · Restricted Carryover	135,693.86
Total 4000 · Carryover Revenue	135,693.86
4010 · Trans Frm/To Fund (MATCH)	2,000.00
4100 · Federal	76,588.46
4200 · State	2,679,334.37
4300 · Local Match	45,875.00
4500 · Contract Reimbursement	
4550 · Accrued Contract Reimbursement	10,000.00
4500 · Contract Reimbursement - Other	456,544.14
Total 4500 · Contract Reimbursement	466,544.14
4800 · Other Revenue	300.00
Total Income	3,406,335.83
Gross Profit	3,406,335.83
Expense	
5000 · Personnel Expense	
5100 · Wages	
5050 · Wages - Paid Leave	26,995.90
6560 · Payroll Expenses	32,538.67
5100 · Wages - Other	209,849.16
Total 5100 · Wages	269,383.73
5500 · Fringe Benefits	
5550 · Fringe Benefits - Paid Leave	6,147.60
5500 · Fringe Benefits - Other	55,553.92
Total 5500 · Fringe Benefits	61,701.52
5700 · Payroll Taxes	
5750 · Payroll Expenses - Paid Leave	2,305.33
5700 · Payroll Taxes - Other	20,739.04
Total 5700 · Payroll Taxes	23,044.37
5800 · Payroll Expense - Prior Period	
5080 · Wages Prior Period	-10,974.27
Total 5800 · Payroll Expense - Prior Period	-10,974.27
Total 5000 · Personnel Expense	343,155.35
6110 · Travel & Conference	1,558.99
6300 · Supplies	6,706.41
6400 · Professional Services	
6410 · Legal Services	80.00
6420 · Audit Services	3,000.00
6450 · Contractual	35,384.50
6470 · Filing Fees	9.02
Total 6400 · Professional Services	38,473.52
6600 · Communications	
6610 · Advertising	60.00
6620 · Postage & Freight	49.45
6630 · Printing	157.27
6650 · Telephone & Networking	455.72
Total 6600 · Communications	722.44

Mid-Columbia Economic Development District
Special Projects & Grants YTD P&L
 July 2020 through April 2021

	Jul '20 - Apr 21
6700 · Building Costs	
6710 · Building Rent	8,334.84
Total 6700 · Building Costs	8,334.84
6900 · Other Materials & Supplies	
6910 · Dues and Fees	545.00
Total 6900 · Other Materials & Supplies	545.00
6950 · Grants Disbursed	2,633,539.97
9000 · Indirect Spread	
9040 · Transportation Facility Spread	3,926.21
9000 · Indirect Spread - Other	32,306.10
Total 9000 · Indirect Spread	36,232.31
Total Expense	3,069,268.83
Net Ordinary Income	337,067.00
Other Income/Expense	
Other Expense	
7500 · Carryover to Next Year	
7050 · Unrestricted Carryover	74,902.00
Total 7500 · Carryover to Next Year	74,902.00
Total Other Expense	74,902.00
Net Other Income	-74,902.00
Net Income	262,165.00

Mid-Columbia Economic Development District
Transportation YTD P&L
 July 2020 through April 2021

	Jul '20 - Apr 21
Ordinary Income/Expense	
Income	
4000 · Carryover Revenue	-71,557.00
4010 · Trans Frm/To Fund (MATCH)	0.00
4012 · Trans From/To Fund (SUPPORT)	12,120.91
4100 · Federal	378,670.00
4200 · State	503,224.00
4300 · Local Match	56,666.70
4500 · Contract Reimbursement	101,945.43
4800 · Other Revenue	2,759.36
4805 · Farebox Revenue	15,726.16
Total Income	999,555.56
Gross Profit	999,555.56
Expense	
5000 · Personnel Expense	536,049.48
6110 · Travel & Conference	17.56
6200 · Equipment	3,816.80
6300 · Supplies	11,041.40
6400 · Professional Services	39,833.94
6500 · Vehicle Costs	75,547.63
6600 · Communications	17,932.91
6700 · Building Costs	17,551.94
6800 · Bonds & Insurance	7,667.00
6900 · Other Materials & Supplies	1,006.74
9000 · Indirect Spread	44,954.91
9100 · Capital Purchase	172,180.28
9600 · Transfer to/from Source	2,000.00
Total Expense	929,600.59
Net Ordinary Income	69,954.97
Other Income/Expense	
Other Expense	
7500 · Carryover to Next Year	402,941.00
Total Other Expense	402,941.00
Net Other Income	-402,941.00
Net Income	-332,986.03

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY 21-22 COMBINED PIPELINE**

SPECIAL PROJECTS SUMMARY		ANTICIPATED FY 21	Anticipated FY 22	SUBMITTED	IN PROCESS	TOTAL	CONFIRMED %
	Special Projects - Anticipated Revenue	793,446	1,047,192	17,000	25,000	1,089,192	96.14%
	Budgeted Expenses (Excludes In-Kind)	620,803	944,851				
	Gap/Surplus	172,643	102,341				
PROJ CODE	SPECIAL PROJECTS DETAILS	FY21	FY22	NOTES			
206	Rural Opportunity Initiative	115,000	-				
207	Business Oregon COVID-19 Business Admin- Ps 2	5,000	-				
525	GTA Wind Challenge	20,000	15,000				
527	City of Antelope - CDBG /SDWRLF	11,500	-	Complete Fall of FY21			
534	Crystal Springs	56,250	32,500	Some funds could extend into FY22			
5011	CREA - Financial Services	6,000	6,000				
549	CL-HR Enterprise Zone	5,000	6,081				
550	Broadband Support - SBDC	500	1,000				
554	Sherman Co EDC	45,000	45,000				
5571	GTA Staffing	60,000	79,734				
559	Wasco Co EDC	75,000	75,000				
570	OEDD Website	700	700				
5711	Mobility Management	112,925	313,714	Biennium			
5715	MM County Planning Support - Sherman	3,581	-	Project Completed : 12/31/20			
575	GTA Robotics	14,750	9,418				
582	Hood River EDG	7,000	7,000				
585	Commute Options	9,167	10,000				
587	HR Drive Less Connect - ODOT	21,315	29,746				
574	Hood River Energy Plan	35,000	85,000				
574	Energy - Meyer Memorial Trust	65,000	60,000				
5741	Energy Trust of Oregon - Comm Solar	5,550	-				
5742	CGBREZ	7,300	4,702				
5743	Energy - HRC Energy Trust of Oregon	75,000	-				
500	AmeriCorps RARE TFFF match	10,000					
701	Commuter Pass	40,040	23,597	Multi-year project			
5112	Biggs Water Development	20,000	20,000	Multi-year project			
5113	CL Wastewater System Upgrade	3,000	12,000				
5114	HR Stormwater		11,000				
	Gorge Pass Marketing		200,000				
5760	Wasco County Business Grant admin	12,500	-				
5761	Hood River County Business Grant Admin	7,618	-				
	TOTAL ANTICIPATED REVENUE	793,446	1,047,192				
	PROPOSALS SUBMITTED						
	Cascade Locks Electrical (EDA Disaster application)		7,000	\$25k total, rest in FY22			
	AmeriCorps RARE TFFF match		10,000				
	TOTAL PROPOSALS SUBMITTED	-	17,000				
	IN DEVELOPMENT						
	OCF Thriving Entrepreneurs Grant Prgrm		25,000				
	TOTAL IN DEVELOPMENT	-	25,000				
	DECLINED						
	TOTAL DECLINED	-	-				

MCEDD Dashboard

Loan Program	Target	Q1 FY2020 (July 1 - Sept 30)	Q2 FY2020 (Oct 1 - Dec 31)	Q3 FY2020 (Jan 1 - Mar 31)	Q4 FY2020 (Apr 1 - June 30)	Q1 FY2021 (July 1 - Sept 30)	Q2 FY2021 (Oct 1 - Dec 31)	Q3 FY2021 (Jan 1 - Mar 31)
Lending Activity	\$215,000 loaned/quarter	\$ 52,000.00	\$ -	\$ 884,500.02	\$ -	\$ -	\$ 20,750.00	\$ -
Loan Utilization Rate- All RLFs	75% or more	89.19%	94.40%	91.91%	80.96%	62.40%	60.20%	55.20%
Loan Utilization rate- EDA RLFs	75% or more	*	90.30%	*	74.81%	*	67% (EDA is not tracking this due to COVID)	46% (EDA is not tracking this due to COVID)
Loan Delinquency Rate (>30 days)	5% or less	1.33%	13.80%	10.75%	0.00%	20.70%	7.40%	0.00%
Job creation and retention/\$ loaned	1 job/\$35,000 loaned	1 Job /\$52,000 Loaned	0	1 Job /\$52,029 Loaned	0	0	1 Job / \$20,750 Loaned	0
Inquiries/outreach	20 inquiries per quarter 5 outreach visits per quarter	18 inquiries 6 outreach visits	20 inquiries 5 outreach visits	10 Inquires 3 outreach visits	15 inquiries 3 outreach visits	20 Inquiries, 4 outreach visits	18 Inquiries, 3 outreach visits	16 Inquiries, 6 outreach visits
Reporting Completed on Time	All	All	ALL	ALL	ALL	ALL	ALL	ALL

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

Finance	Target	Q1 FY2020 (July 1 - Sept 30)	Q2 FY2020 (Oct 1 - Dec 31)	Q3 FY2020 (Jan 1 - Mar 31)	Q4 FY2020 (Apr 1 - June 30)	Q1 FY2021 (July 1 - Sept 30)	Q2 FY2021 (Oct 1 - Dec 31)	Q3 FY2021 (Jan 1 - Mar 31)
Special Projects Revenue Gap	At or exceeding budget	135,567	155,817		70,646	229,147	165,890	172,643
Local Jurisdiction Participation	100%	100%	100%	100%	100%	100%	100%	100%
Average days of accounts receivable	33	26.91	30.14	27.05	27.23	27.52	27.56	27.71
Operational YTD Actual vs. Budget by Revenue & Expenses	Revenue: 100% or more Expenses: 100% or less	Revenue: 79.3% Expenses: 52.1%	Revenue: 45% Expenses: 40.5%	Revenue: 82.8% Expenses: 73.1%	Revenue: 84.2% Expenses: 74.2%	Revenue: 70.1% Expenses: 54.5%	Revenue: 109.1% Expenses: 75%	Revenue: 153.8% Expenses: 214.1% - 76% if Grants Disbursed are removed

Human Resources	Target	Q1 FY2020 (July 1 - Sept 30)	Q2 FY2020 (Oct 1 - Dec 31)	Q3 FY2020 (Jan 1 - Mar 31)	Q4 FY2020 (Apr 1 - June 30)	Q1 FY2021 (July 1 - Sept 30)	Q2 FY2021 (Oct 1 - Dec 31)	Q3 FY2021 (Jan 1 - Mar 31)
Performance Evaluation Completed on Time	100%	100%	100%	100%	100%	100%	92%	92%
Average Employment Length (Years)	3 years	2.7	2.97	2.75	2.80	2.43	2.60	2.75

Board of Directors	Target	Q1 FY2020 (July 1 - Sept 30)	Q2 FY2020 (Oct 1 - Dec 31)	Q3 FY2020 (Jan 1 - Mar 31)	Q4 FY2020 (Apr 1 - June 30)	Q1 FY2021 (July 1 - Sept 30)	Q2 FY2021 (Oct 1 - Dec 31)	Q3 FY2021 (Jan 1 - Mar 31)
Board Meeting Attendance	75%	67%	81%	81%	76%	66%	76%	81%
Meetings Lacking Quorum	0	1	0	0	0	0	0	0
Board Vacancies	0	0	0	0	0	0	0	0

Project Mgmt/ Regional Coordination	Target	Q1 FY2020 (July 1 - Sept 30)	Q2 FY2020 (Oct 1 - Dec 31)	Q3 FY2020 (Jan 1 - Mar 31)	Q4 FY2020 (Apr 1 - June 30)	Q1 FY2021 (July 1 - Sept 30)	Q2 FY2021 (Oct 1 - Dec 31)	Q3 FY2021 (Jan 1 - Mar 31)
Number of objectives addressed from CEDS Reporting Completed on Time	2/quarter All	8 All	8 All	8 All	8 All	7 All	7 All	8 All

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

Memorandum

Date: June 10, 2021
To: MCEDD Board of Directors
From: Jessica Metta, Executive Director
Re: USDA Rural Business Development Grant Application

Request

Approve application to USDA Rural Development's Rural Business Development Grant Program for \$2 million.

Overview

Staff and regional partners for decades have been seeking a pathway to access the \$2 million that had been allocated but never appropriated for economic development in the National Scenic Area. With assistance from Senators Merkley, Wyden, and Murray, and Representative Walden, a pathway through USDA Rural Development was identified and the funds were appropriated in October 2020. In May 2021, USDA released the Notice of Funding Opportunity for a Rural Business Development Grant (RBDG) for \$2 million where additional eligibility is given to rural coastal National Scenic Areas impacted by wildfires in the last four years. This is a nationally competitive pool of funds, but we are hopeful that the additional language and a competitive application from the region will be successful in securing the full \$2 million available.

MCEDD plans to prepare an application to support accessing additional revolving loan funds for businesses in both the Oregon and Washington portions of the National Scenic Area. We intend to divide the funds equally between Oregon and Washington. Per USDA rules, the funds would need to remain in a MCEDD bank account. On the Oregon side, we would work with the Oregon Investment Board to approve the loans and would serve as staff to administer the funds. We have had some conversations about subcontracting with Skamania EDC to administer some or all of the Washington portion on behalf of the Washington Investment Board.

The application to the USDA Rural Development Rural Business Development Grant program is due July 6, 2021. Staff is requesting approval of Resolution 2021-3, authorizing this application. Staff is also actively seeking letters of support from across the region to improve the competitiveness of our application and welcomes Board support.



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
RESOLUTION 2021-3
RURAL BUSINESS DEVELOPMENT GRANT**

WHEREAS, the Mid-Columbia Economic Development District (MCEDD) provides business assistance services to support business and industry within the five county MCEDD region;

WHEREAS, MCEDD has successfully operated Revolving Loan Funds benefiting the five county region and the Columbia River Gorge National Scenic area; and

WHEREAS, MCEDD has the capacity to further deliver enhanced services to the region with additional capital infusion to its Business Assistance Division through additional Revolving Loan Fund resources; and

WHEREAS, the United States Department of Agriculture Rural Development has published notice of a fund opportunity through the Rural Business Development Grant program; and

WHEREAS, MCEDD has prepared an application to address the needs of business and industry within the Columbia River Gorge

NOW THEREFORE, BE IT RESOLVED that the MCEDD Board of Directors authorizes MCEDD application to USDA Rural Development for a Rural Business Development Grant and authorizes the MCEDD Executive Director to sign all grant documents.

PASSED AND APPROVED this 17th day of June 2021.

ATTEST:

**MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT**

Lauren Hernandez, Office Administrator

Bill Schmitt, Chair

Memorandum

Date: June 4, 2021
To: MCEDD Board of Directors
From: Dana Woods, Finance Manager
Re: FY21 Supplemental Budget

Request: Adopt Resolution 2021-4 FY21 Supplemental Budget

Background

The Fiscal Year 2021 budget (July 1, 2020 to June 30, 2021) supplemental reflects unanticipated changes in programs as highlighted below. It is needed to adjust revenue and expenses.

The first change that requires a supplemental budget is due to the unanticipated receipt of business relief grant funding, not only for MCEDD but for Wasco and Hood River Counties as well. The revenue change is reflected in the State Revenue line, which is increased by \$3,017,731. The receipt of these funds will require an increase to the Grants Disbursed line item, which was originally budgeted at \$35,000 but this change will increase the total expense to \$3,029,437. This revenue also resulted in an increase to Personnel costs of \$14,584 for Grant administration.

The supplemental budget also includes an increase to the Contract Reimbursement revenue line due to additional funding received for the Hood River County Energy Trust of Oregon Grant. This Grant was originally budgeted as a \$10,000 receipt, but \$75,000 was actually received, resulting in a \$65,000 increase. This additional revenue resulted in an increase to Personnel costs by \$5000, an increase to contractual professional services by \$10,000 and an increase to restricted carry-over of \$50,000.

Lastly, the supplemental budget reflects a change as a result of the Oregon Community Foundations Small Business Stabilization Grant. This \$50,000 Grant was originally budgeted as being 50% spent this fiscal year with the remaining 50% budgeted as carry-over to FY22. The grant period specified in the contract was one year from the date the funds were awarded (May 2020) which would not accommodate the FY22 carryover thus increasing Personnel costs and decreasing the restricted carryover by \$25,000.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY2021 BUDGET**

BUDGET APPROPRIATION BY CATEGORY			
	Adopted	Budget Adjustment	Total Revised Supplemental June 2021
REVENUES:			
LOAN FUNDS (AVAILABLE TO LOAN)	4,258,988	-	4,258,988
CARRYOVER FY20 - RESTRICTED FUNDS	368,817	-	368,817
CARRYOVER FY20 - UNRESTRICTED FUNDS	181,780	-	181,780
CARRYOVER FY 20 - TOTAL	4,809,585		4,809,585
FEDERAL	1,781,316	-	1,781,316
STATE	643,060	3,017,731	3,660,791
LOCAL MATCH	90,000	-	90,000
LOCAL ASSESSMENT	66,690	-	66,690
CONTRACT REIMBURSEMENT	567,758	65,000	632,758
PRINCIPAL REPAYMENTS	743,886	-	743,886
LOAN INTEREST	440,545	-	440,545
LOAN FEES	45,006	-	45,006
OTHER REVENUE	48,380	-	48,380
IN-KIND	-	-	-
INVESTED FUNDS INTEREST	1,431	-	1,431
TOTAL REVENUES	9,237,658		12,320,388
EXPENDITURES:			
PERSONNEL COSTS	1,711,847	52,891	1,764,738
MATERIALS AND SERVICES	742,571	10,099	752,670
GRANTS DISBURSED	35,000	2,994,437	3,029,437
REVOLVING LOAN FUND	5,926,018	-	5,926,018
CAPITAL PURCHASE	176,620	-	176,620
SPECIAL PAYMENTS	-	-	-
CARRYOVER			
CARRYOVER - RESTRICTED	44,740	25,000	69,740
CARRYOVER - UNRESTRICTED	601,165	-	601,165
CARRYOVER TOTAL	645,905	-	670,905
TOTAL EXPENDITURES	9,237,658		12,320,388



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
RESOLUTION 2021-4
ADOPTING THE FY21 (JULY 1, 2020 – JUNE 30, 2021) SUPPLEMENTAL BUDGET**

BE IT RESOLVED that the FY 2021 Mid-Columbia Economic Development District Budget as amended and approved by the MCEDD Board of Directors is hereby adopted.

PASSED AND APPROVED this 17th day of June 2021.

ATTEST:

**MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT**

Lauren Hernandez, Office Administrator

Bill Schmitt, Chair