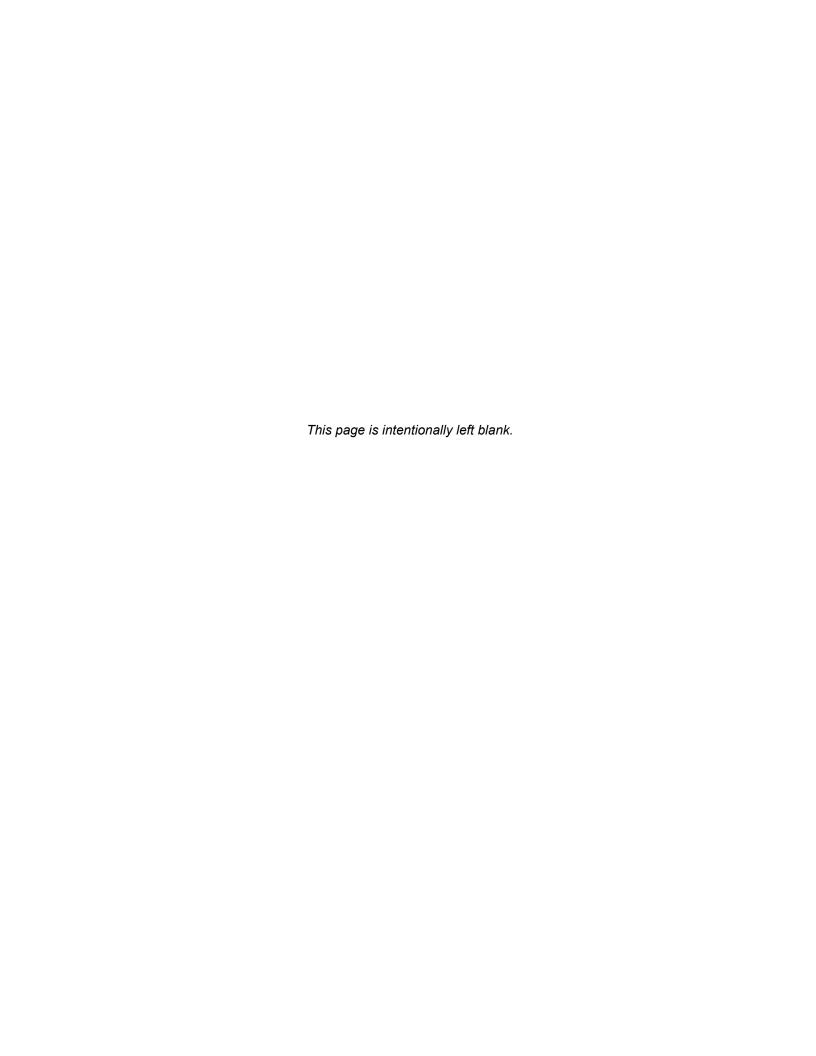


Budget Committee Meeting Packet

June 25, 2020, 8:30 am

Zoom Video Conference https://zoom.us/j/5813135120 Meeting ID: 581-313-5120

Phone Number: 669.900.9128





OREGON CASCADES WEST COUNCIL OF GOVERNMENTS SPECIAL MEETING OF THE BUDGET COMMITTEE AGENDA

June 25, 2020 8:30 - 9:00 am

Zoom Video Conference https://zoom.us/j/5813135120 Meeting ID: 581-313-5120

Phone Number: 346-248-7799

An Executive Session may be called as deemed necessary by the Chair, pursuant to ORS 192.660.

- 1. Welcome and Introductions (Budget Committee Chair) (8:30 8:35 am)
- 2. Public Comment (Budget Committee Chair) (8:35 8:40 am)

Floor will be open to the public for comment.

3. <u>Minutes of Previous Meetings</u> (*Budget Committee Chair*) (8:40 – 8:45 am)

Review of the May 21, 2020 Budget Committee minutes (Page 4).

ACTION: Motion to approve the minutes of the May 21, 2020 Budget Committee meeting.

4. <u>Discussion Regarding FY2019-2020 Supplemental Budget</u> (Finance Director Sue Forty) (8:45 – 8:50 am)

Finance Director Forty will discuss the FY2019-2020 Supplemental Budget (Page 7).

ACTION: Motion to recommend approval of the FY2019-2020 Supplemental Budget and send to the Board of Directors for approval and adoption of Resolution #2020-06-01 (Page 13).

- **5.** Other Business (Budget Committee Chair) (8:50 8:55 am)
- 6. <u>Adjournment</u> (Budget Committee Chair) (9:00 am)

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS BUDGET COMMITTEE MINUTES May 21, 2020

Via Zoom Video and Audio Conferencing

Attendees: Commissioner Claire Hall, Lincoln County; Commissioner Pat Malone,

Benton County, Commissioner Will Tucker, Linn County; Mayor Sharon Konopa, Albany; Mayor Jim Lepin, Millersburg; Mayor Biff Traber, Corvallis;

Carolyn Mendez-Luck, SSAC; Jan Molnar-Fitzgerald, DSAC.

Staff: Finance Director, Sue Forty; Technical Services and Operations Director,

John Haytas; Seniors and Disabilities Director, Randi Moore; Human

Resources Manager, Ryan Schulze; Executive Assistant Kathleen Codinha

The Oregon Cascades West Council of Governments' (OCWCOG) Budget Committee Meeting was called to order by Chair Mayor Sharon Konopa on May 21, 2020 at 12:18 pm via Zoom Video and Audio Conferencing, at which time everyone formally introduced themselves.

1. <u>Election of Budget Chair and Secretary</u>

The current Chair, Mayor Sharon Konopa, opened the floor for nominations for Budget Committee Chair and Secretary of the Budget Committee because they must be voted upon once a year. Currently, the Budget Committee Chair is also the Finance Committee Chair.

Commissioner Claire Hall volunteered to be the Budget Committee Chair for the upcoming year and nominated Mayor Biff Traber for the position of Secretary of the Budget Committee. Commissioner Pat Malone moved to close nominations and motioned to appoint Commissioner Hall as Chair of the Budget Committee and Mayor Traber as Secretary of the Budget Committee. Mayor Jim Lepin seconded the motion. A vote was taken and passed unanimously.

2. Public Comment

Commissioner Hall, acting as the newly appointed Budget Committee Chair opened the floor for public comments. No public, no comment.

3. Minutes of Previous Meeting

Consideration of July 17, 2019 Budget Committee Meeting Minutes: Chair Commissioner Hall asked if there were any additions or corrections to the Meeting Minutes and if not, entertained a motion for approval. Mayor Konopa moved to approve; Mayor Lepin seconded. A vote was taken and passed unanimously.

4. Fiscal Year (FY) 2020-2021 Annual Work Program and Budget Review

Finance Director Sue Forty began by welcoming Carolyn Mendez-Luck and Jan Molnar Fitzgerald, representatives from SSAC and DSAC, respectively.

The budget format is the same as it has been presented every year except for a few edits and the way the Program Reports were completed to add specific information that is more fluid and direct to the Program.

The full time employee (FTE) being represented is 188.7 while last year it was 165.52; an addition of 22.97 for the Agency. This is due in large part to Senior and Disability Services (SDS) staffing Director Randi Moore by increasing revenues for next year's budget.

Last year the Agency had \$40,797,434 for the total budget, while this year OCWCOG has an increase of approximately 5M\$, mostly due to additional funding obtained by SDS. Additional carry forward dollars are about \$1M from SDS Programs because of additional staff. OCWCOG is a vendor with Title 19 Programs and procure 1/24th of a payment Budget. If funds are left over at the end of the year, those funds carry forward.

Rent was increased by two cents per square foot, per building. The building in Toledo is now at \$1.12 per square foot and the building in Albany is at \$1.22 per square foot. These rental rates are far below standard retail market value for Class "A" space, which is passed on to OCWCOG Programs.

A supplemental budget will be done in September due to many changes: with *COVID-19*, adjustments were made and now a limited number of staff are working in the building, and funding is coming in different forms for specific programs.

OCWCOG has also experienced changes to staffing which will affect the budget: the Community Services Program Director position had to be terminated, a decision to eliminate the Deputy Director position, and adding a Technology Services and Operations Director in its place.

Due to these changes, OCWCOG will be adopting this budget, similar to the draft budget and will present the supplemental budget in September to ensure all these changes are reflected. This is not a violation to the Oregon Budget Law. There is plenty of appropriation until September, when a special meeting will be called to adopt the supplemental budget.

Finance Director Forty opened the floor for questions.

Carolyn Mendez-Luck, SSAC representative asked how *COVID-19* has affected these budgets in regards to SSAC and SDS. What will the impact be?

Finance Director Forty stated OCWCOG is currently working on two CARES ACT reimbursements: the Older Project Independence (OPI) and Older American Act (OOA) have additional funds allocated for *COVID-19* related expenses. OCWCOG has experienced quite a few *COVID-19* related expenses such as hand sanitizer, additional meals, additional hours by staff, laptops, monitors, cabling, technology related items, etc. There is an opportunity to request additional funds through the Federal Emergency Management Agency (FEMA), but that is a long shot. The CARES ACT has committed dollars to OCWCOG and others, so most likely the recovered funds will come from them.

SDS Program Director Randi Moore stated that an additional \$600,000 was received through OOA and other *COVID-19* funded programs specifically related to feeding people that are isolated at home or can't afford to feed themselves. Instructions from the State are to use those funds sooner rather than later, which allows OCWCOG to hold on to other funds that can be used at a

later date. Funds from OOA seems more stable and not at risk and will be able to carry forward funds which was not allowed in the past. The State is allowing more flexibility because of *COVID-19* but is talking about significant budget cuts on programs such as Aging and People with Disabilities (APD). The State is considering a 17% cut for this fiscal year. Because of this, SDS is considering slowing down on hiring. When the fall revenue forecast comes out, it will be easier to predict what the long term implications will be and to make a plan forward.

Mayor Lepin read the Budget in full and applauded the finance team for all the work, detail, and dedication that went into providing these reports.

Commissioner Malone queried SDS Director Moore about the next revenue forecast that will come out in August, and asked what time period the report covered that came out yesterday? With things changing so quickly, Commissioner Malone deems it important to know the timeframe that the forecast is based on.

With no further questions, Chair Commissioner Hall opened the floor to entertain first motion to recommend approval of the FY2020-2021 Annual Work Program and Budget. Mayor Konopa made a motion to send the FY2020-2021 Annual Work Program and Budget to the Board of Directors for final approval and adoption. Mayor Traber seconded the motion. A vote was taken and passed unanimously.

Mayor Konopa moved to approve the Official Budget and recommend adoption of Resolution 2020-05-04: *Adoption of the Agency Budget for Fiscal Year 2020-2021* to the Board of Directors. Mayor Traber seconded the motion. A vote was taken and passed unanimously.

5. <u>Discussion regarding FY 2019-2020 Supplemental Budget</u>

Finance Director Forty gave an update regarding the Supplemental budget due to *COVID-19* related additional revenues and expenditures not appropriated in the 2019-2020 Budget. She asked for a special session of the Budget Committee in June to review the Supplemental Budget for FY 2019-2020 so it can be approved and adopted in September. In addition, an FY 2020-2021 Supplemental Budget will need to be put in place to capture all the ramifications of *COVID-19*.

ACTION: Kathleen Codinha to poll for dates in June for a special session of the Budget Committee to review, approve, and adopt the FY 2019-2020 Supplemental Budget.

6. Other Business

None

7. Adjournment

Chair Commissioner Hall adjourned the meeting at 12:40 p.m.

Meeting minutes taken by Kathleen Codinha.

MEMORANDUM

DATE: June 25, 2020

TO: Budget Committee and Board of Directors

FROM: Sue Forty, Finance Director

RE: Fiscal Year 2019-2020 Budget

After the budget supplemental pages were adopted in July of 2019, Oregon Cascades West Council of Governments (OCWCOG) was the recipient of additional funds to enhance service in four (4) program areas:

1. NOTE FOR SDS TITLE XIX FEDERAL FUNDS:

With the rollout of Integrated Eligibility across the State, funds were provided to Area Agency on Aging (AAA) offices to support a successful implementation of the system. This resulted in an increase in contracts revenue of about \$200,000. The funds were designed to hire staff in the role of local area experts for the process and programs. SDS hired an Eligibility Specialist and a Program Supervisor; their salaries and other related costs are now represented.

2. NOTE FOR VETERANS:

The supplemental is to increase contract revenue from Benton County and Oregon Department of Veterans Affairs.

3. NOTE FOR MOW:

- a) The **Older American Act** generated additional funding from Federal *COVID-19* funding specifically to meet the needs of an increase in required services.
- b) Senior Meals XIX shows an increase due to a per meal rate increase from \$9.54 per meal to \$11.75 per meal as of April 1, 2020. Meals on Wheels feeds approximately 255 Title XIX clients and with the increase in rate, there will be additional revenue of \$270,881. The Program Supervisor with assistance from the Administrative Assistant have streamlined the billing process which allows for the correct billing for each client.
- c) Contract Revenue: Trio Community Food Services, per contract, has invested \$14,000 per year, for the next four years, in the purchase of equipment and vehicles for Meals on Wheels.
- d) Contract Expenses were increased due to purchasing Shelf Stable Meals and frozen meals in contingency of an individual site or program closing due to COVID-19. Additionally, there have been an increase in clients due to shelter in place orders. All additional revenue will be utilized to meet the increase in demand for meals and to ensure contingency operations are in place.

- e) **Grant Revenue:** A reduction is reflected due to the inability to find additional grant opportunities, in conjunction with a decrease in funding from usual grantors. To remedy this, the Program Supervisor will search out additional grant funding streams to generate sufficient funding for the program.
- f) **Donations** were reduced most likely from usual funds being diverted to COVID-19.

4. NOTE FOR CED PLANNING ODOT FUNDS:

OCWCOG received a Statewide Transportation Improvement Fund (STIF) discretionary grants for two projects. One is to explore providing a "seamless" experience for transit users across its tri-County Region and the other is for a corridor study to determine feasibility of transit service on Highway 99W.

Currently, seven transit agencies operate across Linn, Benton, and Lincoln Counties, all with different fares, schedules, and routes. While agencies coordinate internally, the goal of this Seamless Transit Project is to provide the same level of coordination to the public, thereby creating a seamless transit experience for the traveler.

The project is divided into two phases. The first phase focuses on expanding services OCWCOG currently offers to Non-Emergent Medical Transportation (NEMT) clients, including transportation drive training and travel training. The second phase involves a centralized information portal, real time bus information availability, and a mobile ticketing application.

OCWCOG is conducting a Highway 99W Transit Feasibility Study to evaluate demand for transit along the HWY 99W corridor from McMinnville to Junction City. Currently there are gaps in transit service along the route this project aims to connect (see map below). In addition to providing or improving transit access to Monroe, Adair Village and Monmouth/Independence, the corridor has potential to connect the three largest metropolitan areas in the State of Oregon with existing transit providers.

The Study originated from the Benton County Transportation System Plan (TSP) and is supported by the Salem-Keizer Transit District Long Range Plan. Connecting smaller, rural communities is also highlighted in the Oregon Public Transportation Plan, and the Regional Chapter of the Lincoln, Benton, and Linn Human Services Coordinated Plan.

The agency feels it is important to have a budget that reflects the most accurate numbers available. This supplemental budget brings the revenue and expenditures for the agency in line with what will actually be received and expensed.

Thank you for your time and assistance. If you have any questions or want clarification, please feel free to give me a call.

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0 Program Administration 120,000 0 15,000 Program Income 0 0 153,804 Program Meals Revenue 156,000 0 642,153 Rent Income 637,922 0 388,072 Senior Meals XIX 641,381 0 5,550 Service Fees 6,500 0 5,000 Siletz Revenue 3,000 0 0 Special Event Revenue 3,000 0 10,645,542 Title XIX 80,000 0 10,645,542 Title XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans 109,687 0 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 920,949 79,544 774,508 Insurance Banefits 303,283 183,756		0	886,000	100,000	0	0
15,000 Program Income 0 0 153,804 Program Meals Revenue 0 0 642,153 Rent Income 0 0 388,072 Senior Meals XIX 641,381 0 5,550 Service Fees 6,500 0 5,000 Siletz Revenue 3,000 0 0 Special Event Revenue 3,000 0 10,645,542 Title XIX 80,000 0 10,645,542 Title XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans 109,687 0 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 3020,949 79,544 7724,508 Instrance Banefits 3030,949 79,544		0 120,000		0	0	0
153,804 Program Meals Revenue 156,000 0 642,153 Rent Income 637,922 0 388,072 Senior Meals XIX 6,500 0 5,550 Service Fees 12,500 0 5,000 Siletz Revenue 3,000 0 25,000 Siletz Revenue 25,000 0 10,645,542 Title XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans 109,687 0 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 3020,949 79,544 774,508 Instrance Banefits 3020,949 79,544		0	0	0	0	0
642,153 Rent Income 637,922 0 388,072 Senior Meals XIX 64,381 0 5,550 Service Fees 12,500 0 5,000 Siletz Revenue 3,000 0 25,000 Sporsorship 12,830,747 0 10,645,542 Title XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans REVENUE 43,519,687 0 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 3020,949 79,544		0	0	156,000	0	0
388,072 Senior Meals XIX 641,381 0 5,550 Service Fees 0 0 5,000 Siletz Revenue 3,000 0 25,000 Sponsorship 12,830,747 0 10,645,542 Title XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans REVENUE 43,519,687 0 39,512,994 Reverse Benefits 550,459 44,484 802,912 Fringe Benefits 302,949 79,544 7724,508 Instrance Benefits 303,833 182,756		0	0	0	0	637,922
5,550 Service Fees 6,500 0 5,000 Siletz Revenue 12,500 0 0 Special Event Revenue 3,000 0 25,000 Sponsorship 12,830,747 0 10,645,542 Trite XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans REVENUE 43,519,682 1,851,373 11, 39,512,994 Revenue 550,459 44,484 44,484 802,912 Fringe Benefits 302,949 79,544 7724,508 Instrance Benefits 303,893 182,756		0	0	641,381	0	0
5,000 Siletz Revenue 12,500 0 0 Special Event Revenue 3,000 0 25,000 Sponsorship 12,830,747 0 10,645,542 Title XIX 80,000 0 111,280 USDA 111,280 0 105,166 Veterans 109,687 0 39,512,994 REVENUE 43,519,682 1,851,373 11,851,373 491,240 Leave Benefits 550,459 74,484 802,912 Fringe Benefits 3020,949 79,544 774,508 Insurance Ranefits 3030,883 1807,756		0 6,500	0	0	0	0
25,000 Sponsorship 10,645,542 Title XIX 10,645,542 Title XIX 103,671 Transfer In 111,280 USDA 1105,166 Veterans 105,164 Veterans 105,165 Veterans 105,165 Veterans 105,166 Veterans 105,167 Veter		0	0	12,500	0	0
25,000 Sponsorship 25,000 0 10,645,542 Title XIX 0 0 103,671 Transfer In 80,000 0 111,280 USDA 111,280 0 105,166 Veterans REVENUE 43,519,682 1,851,373 11,851,373 39,512,994 Fringe Benefits 550,459 44,484 802,912 Fringe Benefits 302,949 79,544 2724,508 Insurance Banefits 303,983 182,756		0	0	3,000	0	0
10,645,542 Title XIX 12,830,747 0 103,671 Transfer In 80,000 0 111,280 USDA 111,280 0 105,166 Veterans REVENUE 43,519,682 1,851,373 11,4851,373 39,512,994 Reave Benefits 550,459 44,484 802,912 Fringe Benefits 920,949 79,544 2724,508 Insurance Benefits 3,032,883 182,756	0	0000;	0	0	Φ	0
103,671 Transfer In 80,000 0 111,280 USDA 111,280 0 105,166 Veterans REVENUE 43,519,687 0 39,512,994 43,519,682 1,851,373 11,851,373 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 920,949 79,544 2724,508 Insurance Benefits 3,032,883 182,756	0	0 006'1	12,281,847	94,000	0	0
111,280 USDA 111,280 0 105,166 Veterans 109,687 0 39,512,994 43,519,682 1,851,373 11,851,373 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 920,949 79,544 2724,508 Insurance Benefits 3,032,883 182,756		10,000	10,000	25,000	35,000	0
105,166 Veterans 109,687 0 39,512,994 43,519,682 1,851,373 11,851,373 491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 920,949 79,544 2724,508 Insurance Benefits 3,032,883 182,756		0		111,280	0	0
39,512,994 REVENUE 43,519,682 1,851,373 11, 491,240 Leave Benefits 44,484 44,484 802,912 Fringe Benefits 920,949 79,544 2724,508 Incurance Benefits 3,032,883 182,756		0 0	0	109,687	0	0
491,240 Leave Benefits 550,459 44,484 802,912 Fringe Benefits 920,949 79,544 2 724 508 Incurance Benefite 3 032,883 182,756	1,851,373	395 860,389	21,115,946	4,082,396	750,825	3,332,358
802,912 Fringe Benefits 920,949 79,544	44,484	1,040 7,952	370,725	38,573	20,277	5,408
2 724 508 Incirance Banefite 3 032 883 182 756	79,544		577,254	91,437	29,119	24,560
5,121,000 msdrained benefits	3,032,883 182,756 417	,986 25,656	2,062,869	200,159	92,298	51,159
1,742,492 PERS Benefits 2,386,464 202,012	202,012			191,471	77,576	

Non- Departmental	IISOIIdated	1,138	0	27,094	0	5,275	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	41,363	0	0	0	0	ō	0	0	0	0	0	0	0	0	ō	60,201	0	0	0	0
Tech De	٠+,	3,206	-	0	0	5,452	0	0	0	0	0	0	0,	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	909'99	0	0	0	0	0	0	0	79,206	0	ō	0	0	0	0	0	0	- 0
CSP	COLISCINGRACION	c9c'/	0	0	0	0	92,938	0	0	0	0	0	0	0	0	16,672	26,540	0	0	Ó	4,900	0	56,974	0	0	0	0	0	0	0	0	0	0	201,954	43,287	0	0	0	0	0	0	135,612	25,000	0	68,545	0
SDS	Collegiada	28,828	0	0	0	0	216,825	238,247	424,240	0	108,256	ō	2,335,200	0	0	0	272,606	0	0	0	31,151	197,131	1,075,286	24,851	74,231	0	0	312,468	0	300,959	49,572	0	0	0	0	0	0	0	0	608'66	75,755	565,949	0	0	15,961	0
Lending	Correctionated	ð	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	12,827	0	0	0	0	0	0
Consolidated	Consolidated	LOSOL	0	0	0	0	0	0	0	0	0	122,662	0	290,198	0	0	0	55,712	0	0	25,763	0	0	51,324	0	0	0	0	0	0	0	45,558	0	0	0	0	0	0	0	102,084	0	0	0	0	0	0
General Admin	7 705	(8/,/	139,646	74,695	97,800	34,297	40,288	0	0	0	0	0	0	0	0	0	0	0	0	106,692	17,139	0	0	0	3,741	0	0	0	0	0	0	0	0	0	Ö	0	0	0	85,130	112,262	70,699	0	0	0	0	0
2020 Proposed	20000	89,453	139,646	101,789	008'26	45,024	350,051	238,247	424,240	0	108,256	122,662	2,335,200	290,198	0	16,672	299,146	55,712	0	106,692	78,953	197,131	1,132,260	76,175	77,972	0	41,363	312,468	909'99	300,959	49,572	45,558	0	201,954	43,287	0	79,206	0	85,130	326,976	146,454	761,762	25,000	0	84,506	0
Description	04 963 DEDO Barran	PERS Reserve	135,316 Executive Director	91,123 Deputy Director	52,303 Accounting Specialist	38,510 Accounting Clerk II	406,804 Administrative Assistant	226,610 ADRC Specialist	402,982 Adult Protective Services Specialist	26,953 Assistant Loan Officer	73,480 Assistant AFH Licensing Worker	0 Assistant Planner	1,915,810 Case Manager	185,896 CED Planner	193,302 CED Planner II	13,594 Clerical Assistant	285,716 Clerical Specialist	51,347 Clerical Supervisor	0 Conf. Administrative Assistant	91,940 Confidential Executive Assistant	83,266 Contract Coordinator	189,222 Diversion & Transition Coordinator	1,024,702 Eligibility Specialist	50,028 Executive Assistant	93,426 Extra Hire	42,713 Facility Maintenance Coordinator	0 Facilities Maintenance Worker	153,297 In Home Assistant	64,774 Information Systems Specialist	271,626 Lead Case Manager	31,987 Lead Eligibility Specialist	44,589 Lead Trans Brokerage Specialist	72,629 Loan Officer	194,780 Meal Site Manager 3	0 Money Management Coordinator	0 MPO Director	77,178 Network Operations Specialist	0 Other Personnel Costs	90,194 Personnel Manager	294,882 Program Director	66,278 Program Manager	540,602 Program Supervisor	18,917 Relief Site Manager	70,206 RSVP Supervisor	71,753 Services Director	0 Senior Accountant
2019 Adopted	04 952 1	700'16	135,316	91,123	52,303	38,510	406,804	226,610	402,982	26,953	73,480	o	1,915,810	185,896	193,302	13,594	285,716	51,347	6	91,940	83,266	189,222	1,024,702	50,028	93,426	42,713	0	153,297	64,774	271,626	31,987	44,589	72,629	194,780	0	0	77,178	ŏ	90,194	294,882	66,278	540,602	18,917	70,206	71,753	ö
2018 Actuals	67 555	000,10	130,888	101,626	48,496	29,495	326,043	181,075	311,626	0	62,595	0	1,684,972	122,374	55,604	7,114	251,425	47,331	39,176	48,727	52,475	174,881	904,288	38,266	130,836	48,993	0	81,295	62,634	191,811	21,904	42,080	68,337	184,279	0	79,215	73,936	0	86,784	257,889	217,025	474,733	20,837	65,055	0	0

Non- Departmental	Usolidated	0	0	С) C) C	0	0	0	0	249,038	0	0	0	0	0	0	0	0	0	0	89.971	12.300	0	0	0	12,000	0	0	62,500	74,367	O	400	0	0	54,220	0	0	1,628,649	20	25	0	0	O	19,300
	4	0	0	0	87,556	0	0	0	0	81,875	543,171	0	0	0	0	0	0	0	0	20,000	0	52.800	200	200	Ö	0	4,000	0	0	0	0	2,000	47,180	0	0	1,500	0	0	0	200	150	28,824	0	0	3,000
CSP	-+	0	-0	47.916	0	0	0	0	47,419		1,296,962	5,900	15,000	0	645	1,550	0	0	0	7,346	0	1.666.658	9,150	2.350	0	71,608	2,500	155,814	0	3,750	3,200	4,000	15,159	0	0	26,500	0	17,750	248,348	3,525	13,350	78,429	0	143,884	36,000
SDS	Collegiaded	0	0	0	0	21.395	0	0	0	0	11,062,381	1,600	0	0	0	6,750	0	0	325,000	35,000	0	337.249	37,000	47,000	0	355,259	9,500	726,807	0	0	0	20,000	23,500	0	0	2,100	0	0	2,306,343	50,600	17,000	420,564	327,781	1,700	54,250
Lending	Collegiaded	78,069	0	0	0	0	0	-0	0	0	155,554	0	0	0	7,000	0	1,350	0	0	0	0	200	450	0	0	3,100	0	6,342	17,500	0	0	0	2,200	120,000	0	0	300	0	0	250	150	2,545	0	0	400
CED	Collegiana	0	0	0	0	0	426,599	92,923	0	0	2,122,511	5,150	200	0	1,500	5,450	0	0	0	17,200	2,500	7.948.306	9,500	8,900	1,500	82,150	80,000	168,067	0	0	0	3,000	12,230	0	0	2,000	5,950	0	742,326	5,550	3,550	74,195	0	0	11,950
General Admin	Collegiand	0	0	0	0	0	0	0	0	0	1,298,970	1,100		0	10,500	26,000	0	0	0	51,200		205.220		•		0	7,000	0	0	0			20,500	0	0	0	0	0	40,414	775	1,800	47,694	0	0	5,500
2020	- 13	78,069	0	47,916	87,556	21.395	426,599	92,923	47,419	81,875	16,728,587	13,750	15,500	0	19,645	39,750	1,350	0	325,000	130,746	2,500	10,300,404	76,900	78,250	1,500	512,117	115,000	1,057,030	17,500	66,250	17,567	43,000	121,169	120,000	0	86,320	6,250	17,750	4,966,080	096'09	36,025	652,251	327,781	145,584	130,400
Description		Senior Loan Officer	58,228 Senior Meals Supervisor	44,389 Senior Meals Coordinator	Technology Manager	0 Technology Support Specialist	415,042 Transportation Brokerage Specialist	79,207 Transportation Program Manager	49,510 Veterans Service Officer	51,141 Workstation Support Specialist	PERSONNEL	14,850 Advertising	12,500 Auto Expense	Bad Debt Expense	17,700 Bank Charges	39,050 Board/Comm/Meeting Expense	1,000 Borrowers Fees	CED Administration	500,000 CEP Contract	132,970 Computer Maintenance/Equipment	2,500 Contract Administration	8,957,393 Contract Expense	76,170 Copying	46,925 Dues and Memberships	3,800 Equipment Expense	505,167 Finance Indirect	17,400 Furniture & Fixtures	000,809 Indirect Expense	17,620 Interest Expense	63,697 Insurance	Janitorial	16,650 Legal Expense	72,675 Licenses and Fees	132,155 Loan Admin Expense	2,000 Loan Legal Expense	128,650 Maintenance and Repairs	5,650 Marketing Expense	17,750 Meal Delivery Travel	4,153,105 Operating Contingency	63,000 Postage	10,955 Printing	Rent	351,081 Resource Reserve	Stipend	104,518 Supplies
2019 Adonted	To be de	0	58,228			•	415,042	79,207			14,372,101			0				0	500,000			8,95	76,170			22		1,000,809	17,620	63,697	53,692			132,155	2,000	128,650						656,745 Rent	351,081	87,477	104,518
2018 Actuals	- 1	0	21,611	45,073	79,782	0	356,795	0	31,684	49,426	12,261,421	11,894	14,414	0	12,919	19,618	10,408	0	452,347	92,060	2,488	9,103,133	70,151	50,574	4,367	487,217	15,359	939,935	19,521	63,195	53,311	21,666	64,515	125,623	0	97,727	13,723	18,143	410,909	54,676	7,539	640,987	110,448	90,880	104,827

										Non-
2018	2019		2020	General Admin	CED	Lending	SDS	CSP	Tech	Departmental
Actuals	Adopted	Description	Proposed	Consolidated	Consolidated	Consolidated	Consolidated	Consolidated	Consolidated	Consolidated
3,447		3,500 Taxes	3,500	0	0	0	0	0	0	3,500
591,624		642,634 Technology Indirect	683,824	o	109,692	4,139	474,373	95,620	0	0
154,466		152,108 Telephone	169,616	5,300	19,468	950	75,200	29,898	38,000	800
73,332	_	13,086 Training	137,050	42,800	25,500	1,000	44,000	16,750	000'9	1,000
148,330	•	145,850 Travel	169,000	11,100	12,750	1,000	95,000	44,250	3,000	1,900
64,143		70,000 Utilities	000'99	ō	0	0	0	0	0	000'99
42,533		25,000 Volunteer Travel	50,000	0	0	0	0	50,000	0	0
15,992		11,500 Volunteer Recognition	16,500	0	0	0	0	16,500	0	0
12,892		20,000 Interest Payment	18,000	0	0	0	0	0	0	18,000
43,333		43,333 Principal Payment	43,333	0	0	0	0	0	0	43,333
14,600		7,000 Capital Purchases	55,000	0	0	0	0	0	0	55,000
0	1,091,737	1,091,737 Leasehold Improvements	419,500	0	45,000	0	200,000	0	0	174,500
87,334		70,000 Transfers Out	35,000	0	0	0	35,000	0	0	0
10,385,347		5,479,491 Unappropriated EFB for future	5,346,454	20,000	0	535,959	4,024,989	0	0	765,505
24,842,897	24,842,897 25,140,893	MATERIALS AND EXPENSES	26,791,095	552,403	9,403,884	704,835	10,053,565	2,785,434	207,654	3,083,320
37,104,318	37,104,318 39,512,994	TOTAL EXPENSES	43,519,682	1,851,373	11,526,395	860,389	21,115,946	4,082,396	750,825	3,332,358
0	•	NET GAIN/LOSS	Ō	_	•	0	0	0	0	ō



RESOLUTION #2020-06-01

Adoption of Supplemental Budget for Fiscal Year 2019-2020

WHEREAS, the Board of Directors adopted a fiscal year 2019-2020 budget at the May 16, 2019 Board Meeting and a Supplemental Budget July 18, 2019 Board meeting; and

WHEREAS, Oregon Cascades West Council of Governments became aware of a condition that had not been ascertained at the time of the preparation of the budget for the current year which requires a change in the fiscal year 2019-2020 budget.

NOW THEREFORE, BE IT RESOLVED:

That the Oregon Cascades West Council of Governments Board of Directors does hereby adopt the supplemental budget listed below:

	ADOPTED	SUPPLEMENTAL.2	NEW ADOPTED
		Change for 2019-	
REVENUE	2019-2020	2020	2019-2020
Beginning Fund Balance	10,901,004		10,901,004
State Revenue	1,767,749	246,248	2,013,997
Federal Revenue	13,172,333	2,463,573	15,635,906
Local Revenue	1,251,049	-100,903	1,150,146
Program Revenue	13,804,629	14,000	13,818,629
Total Revenue	40,896,764	2,622,918	43,519,682
EXPENDITURES			
Personnel	16,325,728	402,859	16,728,587
Materials and Services	24,509,703	2,220,059	26,729,762
Leasehold	0		0
Principal Payments	43,333		43,333
Interest Payments	18,000		18,000
Total Expenditures	40,896,764	2,622,918	43,519,682
Balance	0	0	0

ADOPTED this 25th day of June 2020 at the Oregon Cascades West Council of Governments' Board meeting in Albany, Oregon.

Biff Traber	Claire Hall	
Co-Chair	Co-Chair	



Cascades West Center 1400 Queen Avenue, SE Suite 201 Albany, OR 97322 541.967.8720