



# 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

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*The meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at 541-967-8720 or [kcodinha@ocwcog.org](mailto:kcodinha@ocwcog.org), forty-eight (48) hours prior to the meeting.*

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**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. **Minutes of Previous Meetings** (*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. **Discussion Regarding FY2019-2020 Supplemental Budget** (*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. **Adjournment** (*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. Election of Budget Chair and Secretary**

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 1/24<sup>th</sup> 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. Discussion regarding FY 2019-2020 Supplemental Budget**

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.*

## M E M O R A N D U M

**DATE:** June 25, 2020  
**TO:** Budget Committee and Board of Directors  
**FROM:** Sue Forty, Finance Director  
**RE:** Fiscal Year 2019-2020 Budget

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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.



2018 Actuals	2019 Adopted	Description	2020 Proposed	General Admin Consolidated	CED Consolidated	Lending Consolidated	SDS Consolidated	CSP Consolidated	Tech Consolidated	Non-Departmental Consolidated
26,834	1,746	Beg Bal-Restricted for Grants	0	0	0	0	0	0	0	0
1,631,161	1,943,336	Beg Bal-Restrict for Contracts	1,794,742	0	1,105,643	0	533,490	155,609	0	0
2,041,269	1,532,985	Beg Bal-Restricted for Reconciliation	1,532,985	0	0	0	1,532,985	0	0	0
2,290,027	2,317,449	Beg Bal-Restricted for Other	2,526,889	50,537	0	501,889	0	55,027	0	1,919,436
2,230,000	2,230,000	Beg Bal-Restricted for Reserve	2,342,700	0	0	0	1,637,700	0	0	705,000
1,424,358	2,583,432	Beg Bal-Unrestricted	2,703,688	0	0	0	2,703,688	0	0	0
10,157	1,500	Borrower Fees	2,000	0	0	2,000	0	0	0	0
2,241,447	2,029,684	Contract Revenue	2,242,474	127,123	335,878	55,000	500,000	1,192,473	32,000	0
7,744,088	7,379,243	Coordinated Care	8,241,572	0	8,241,572	0	0	0	0	0
195,738	282,000	Donations	222,000	0	0	0	0	222,000	0	0
279,204	296,303	Dues	312,424	14,877	110,092	0	187,455	0	0	0
93,750	75,000	Economic Development Administration	75,000	0	75,000	0	0	0	0	0
0	200,000	Environmental Protection Agency	200,000	0	200,000	0	0	0	0	0
0	55,000	Federal Contracts	55,000	0	55,000	0	0	0	0	0
220,896	497,381	Federal Match	392,781	0	0	0	377,781	15,000	0	0
153,882	84,000	Fee for Service	92,550	0	5,000	0	15,000	12,550	0	60,000
165,934	265,169	Grant Revenue	231,172	0	0	0	0	221,172	0	10,000
1,805,216	2,148,610	Indirect Income	2,243,661	1,559,836	0	0	0	0	683,825	0
289,855	232,211	Interest Revenue	264,000	99,000	0	165,000	0	0	0	0
3,919	5,000	Internal Transfer	5,000	0	0	0	0	5,000	0	0
10,907	15,000	Loan Fees	0	0	0	0	0	0	0	0
128,710	132,055	Loan Processing Revenue	0	0	0	0	0	0	0	0
86,797	90,953	Match Revenue	83,500	0	0	0	0	83,500	0	0
47,137	3,500	Miscellaneous Revenue	0	0	0	0	0	0	0	0
528,801	639,367	ODOT	918,310	0	918,310	0	0	0	0	0
894,928	1,150,854	Older American Act	1,317,217	0	0	0	450,000	867,217	0	0
548,836	1,120,978	Oregon Project Independence	986,000	0	0	0	886,000	100,000	0	0
0	0	Program Administration	120,000	0	0	120,000	0	0	0	0
0	15,000	Program Income	0	0	0	0	0	0	0	0
150,288	153,804	Program Meals Revenue	156,000	0	0	0	0	156,000	0	0
638,154	642,153	Rent Income	637,922	0	0	0	0	0	0	637,922
386,611	388,072	Senior Meals XIX	641,381	0	0	0	0	641,381	0	0
5,915	5,550	Service Fees	6,500	0	0	6,500	0	0	0	0
10,350	5,000	Siletz Revenue	12,500	0	0	0	0	12,500	0	0
19,596	0	Special Event Revenue	3,000	0	0	0	0	3,000	0	0
41,990	25,000	Sponsorship	25,000	0	25,000	0	0	0	0	0
10,436,555	10,645,542	Title XIX	12,830,747	0	454,900	0	12,281,847	94,000	0	0
104,758	103,671	Transfer In	80,000	0	0	10,000	10,000	25,000	35,000	0
111,083	111,280	USDA	111,280	0	0	0	0	111,280	0	0
105,166	105,166	Veterans	109,687	0	0	0	0	109,687	0	0
<b>37,104,317</b>	<b>39,512,994</b>	<b>REVENUE</b>	<b>43,519,682</b>	<b>1,851,373</b>	<b>11,526,395</b>	<b>860,389</b>	<b>21,115,946</b>	<b>4,082,396</b>	<b>750,825</b>	<b>3,332,358</b>
518,409	491,240	Leave Benefits	550,459	44,484	63,040	7,952	370,725	38,573	20,277	5,408
633,107	802,912	Fringe Benefits	920,949	79,544	111,054	7,981	577,254	91,437	29,119	24,560
2,297,093	2,724,508	Insurance Benefits	3,032,883	182,756	417,986	25,656	2,062,869	200,159	92,298	51,159
1,434,767	1,742,492	PERS Benefits	2,386,464	202,012	306,707	23,069	1,552,789	191,471	77,576	32,840

2018 Actuals	2019 Adopted	Description	2020 Proposed	General Admin Consolidated	CED Consolidated	Lending Consolidated	SDS Consolidated	CSP Consolidated	Tech Consolidated	Non-Departmental Consolidated
67,555	91,852	PERS Reserve	89,453	7,785	10,901	0	58,858	7,565	3,206	1,138
130,888	135,316	Executive Director	139,646	139,646	0	0	0	0	0	0
101,626	91,123	Deputy Director	101,789	74,695	0	0	0	0	0	27,094
48,496	52,303	Accounting Specialist	97,800	97,800	0	0	0	0	0	0
29,495	38,510	Accounting Clerk II	45,024	34,297	0	0	0	0	0	0
326,043	406,804	Administrative Assistant	350,051	40,288	0	0	216,825	92,938	0	5,275
181,075	226,610	ADRC Specialist	238,247	0	0	0	238,247	0	0	0
311,626	402,982	Adult Protective Services Specialist	424,240	0	0	0	424,240	0	0	0
0	26,953	Assistant Loan Officer	0	0	0	0	0	0	0	0
62,595	73,480	Assistant AFH Licensing Worker	108,256	0	0	0	108,256	0	0	0
0	0	Assistant Planner	122,662	0	122,662	0	0	0	0	0
1,684,972	1,915,810	Case Manager	2,335,200	0	0	0	2,335,200	0	0	0
122,374	185,896	CED Planner	290,198	0	290,198	0	0	0	0	0
55,604	193,302	CED Planner II	0	0	0	0	0	0	0	0
7,114	13,594	Clerical Assistant	16,672	0	0	0	0	0	0	0
251,425	285,716	Clerical Specialist	299,146	0	0	0	0	16,672	0	0
47,331	51,347	Clerical Supervisor	55,712	0	55,712	0	272,606	26,540	0	0
39,176	0	Conf. Administrative Assistant	0	0	0	0	0	0	0	0
48,727	91,940	Confidential Executive Assistant	106,692	106,692	0	0	0	0	0	0
52,475	83,266	Contract Coordinator	78,953	17,139	25,763	0	31,151	4,900	0	0
174,881	189,222	Diversion & Transition Coordinator	197,131	0	0	0	197,131	0	0	0
904,288	1,024,702	Eligibility Specialist	1,132,260	0	0	0	1,075,286	56,974	0	0
38,266	50,028	Executive Assistant	76,175	0	51,324	0	24,851	0	0	0
130,836	93,426	Extra Hire	77,972	3,741	0	0	74,231	0	0	0
48,993	42,713	Facility Maintenance Coordinator	0	0	0	0	0	0	0	0
0	0	Facilities Maintenance Worker	41,363	0	0	0	0	0	0	41,363
81,295	153,297	In Home Assistant	312,468	0	0	0	312,468	0	0	0
62,634	64,774	Information Systems Specialist	66,606	0	0	0	0	0	66,606	0
191,811	271,626	Lead Case Manager	300,959	0	0	0	300,959	0	0	0
21,904	31,987	Lead Eligibility Specialist	49,572	0	0	0	49,572	0	0	0
42,080	44,589	Lead Trans Brokerage Specialist	45,558	0	45,558	0	0	0	0	0
68,337	72,629	Loan Officer	0	0	0	0	0	0	0	0
184,279	194,780	Meal Site Manager 3	201,954	0	0	0	0	201,954	0	0
0	0	Money Management Coordinator	43,287	0	0	0	0	43,287	0	0
79,215	0	MPO Director	0	0	0	0	0	0	0	0
73,936	77,178	Network Operations Specialist	79,206	0	0	0	0	0	79,206	0
0	0	Other Personnel Costs	0	0	0	0	0	0	0	0
86,784	90,194	Personnel Manager	85,130	85,130	0	0	0	0	0	0
257,889	294,882	Program Director	326,976	112,262	102,084	12,827	99,803	0	0	0
217,025	66,278	Program Manager	146,454	70,699	0	0	75,755	0	0	0
474,733	540,602	Program Supervisor	761,762	0	0	0	565,949	135,612	0	60,201
20,837	18,917	Relief Site Manager	25,000	0	0	0	0	25,000	0	0
65,055	70,206	RSVP Supervisor	0	0	0	0	0	0	0	0
0	71,753	Services Director	84,506	0	0	0	15,961	68,545	0	0
0	0	Senior Accountant	0	0	0	0	0	0	0	0

2018 Actuals	2019 Adopted	Description	2020 Proposed	General Admin Consolidated	CED Consolidated	Lending Consolidated	SDS Consolidated	GSP Consolidated	Tech Consolidated	Non-Departmental Consolidated
0	0	Senior Loan Officer	78,069	0	0	78,069	0	0	0	0
21,611	58,228	Senior Meals Supervisor	0	0	0	0	0	0	0	0
45,073	44,389	Senior Meals Coordinator	47,916	0	0	0	0	47,916	0	0
79,782	82,845	Technology Manager	87,556	0	0	0	0	0	87,556	0
0	0	Technology Support Specialist	21,395	0	0	0	21,395	0	0	0
356,795	415,042	Transportation Brokerage Specialist	426,599	0	426,599	0	0	0	0	0
0	79,207	Transportation Program Manager	92,923	0	92,923	0	0	0	0	0
31,684	49,510	Veterans Service Officer	47,419	0	0	0	0	47,419	0	0
49,426	51,141	Workstation Support Specialist	81,875	0	0	0	0	0	81,875	0
<b>12,261,421</b>	<b>14,372,101</b>	<b>PERSONNEL</b>	<b>16,728,587</b>	<b>1,298,970</b>	<b>2,122,511</b>	<b>155,554</b>	<b>11,062,381</b>	<b>1,296,962</b>	<b>543,171</b>	<b>249,038</b>
11,894	14,850	Advertising	13,750	1,100	5,150	0	1,600	5,900	0	0
14,414	12,500	Auto Expense	15,500	0	500	0	0	15,000	0	0
0	0	Bad Debt Expense	0	0	0	0	0	0	0	0
12,919	17,700	Bank Charges	19,645	10,500	1,500	7,000	0	645	0	0
19,618	39,050	Board/Comm/Meeting Expense	39,750	26,000	5,450	0	6,750	1,550	0	0
10,408	1,000	Borrowers Fees	1,350	0	0	1,350	0	0	0	0
0	0	CED Administration	0	0	0	0	0	0	0	0
452,347	500,000	CEP Contract	325,000	0	0	0	325,000	0	0	0
92,060	132,970	Computer Maintenance/Equipment	130,746	51,200	17,200	0	35,000	7,346	20,000	0
2,488	2,500	Contract Administration	2,500	0	2,500	0	0	0	0	0
9,103,133	8,957,393	Contract Expense	10,300,404	205,220	7,948,306	200	337,249	1,666,658	52,800	89,971
70,151	76,170	Copying	76,900	8,000	9,500	450	37,000	9,150	500	12,300
50,574	46,925	Dues and Memberships	78,250	19,500	8,900	0	47,000	2,350	500	0
4,367	3,800	Equipment Expense	1,500	0	1,500	0	0	0	0	0
487,217	505,167	Finance Indirect	512,117	0	82,150	3,100	355,259	71,608	0	0
15,359	17,400	Furniture & Fixtures	115,000	7,000	80,000	0	9,500	2,500	4,000	12,000
939,935	1,000,809	Indirect Expense	1,057,030	0	168,067	6,342	726,807	155,814	0	0
19,521	17,620	Interest Expense	17,500	0	0	17,500	0	0	0	0
63,195	63,697	Insurance	66,250	0	0	0	0	3,750	0	62,500
53,311	53,692	Janitorial	77,567	0	0	0	0	3,200	0	74,367
21,666	16,650	Legal Expense	43,000	14,000	3,000	0	20,000	4,000	2,000	0
64,515	72,675	Licenses and Fees	121,169	20,500	12,230	2,200	23,500	15,159	47,180	400
125,623	132,155	Loan Admin Expense	120,000	0	0	120,000	0	0	0	0
0	2,000	Loan Legal Expense	0	0	0	0	0	0	0	0
97,727	128,650	Maintenance and Repairs	86,320	0	2,000	0	2,100	26,500	1,500	54,220
13,723	5,650	Marketing Expense	6,250	0	5,950	300	0	0	0	0
18,143	17,750	Meal Delivery Travel	17,750	0	0	0	0	17,750	0	0
410,909	4,153,105	Operating Contingency	4,966,080	40,414	742,326	0	2,306,343	248,348	0	1,628,649
54,676	63,000	Postage	60,950	775	5,550	250	50,600	3,525	200	50
7,539	10,955	Printing	36,025	1,800	3,550	150	17,000	13,350	150	25
640,987	656,745	Rent	652,251	47,694	74,195	2,545	420,564	78,429	28,824	0
110,448	351,081	Resource Reserve	327,781	0	0	0	327,781	0	0	0
90,880	87,477	Stipend	145,584	0	0	0	1,700	143,884	0	0
104,827	104,518	Supplies	130,400	5,500	11,950	400	54,250	36,000	3,000	19,300
20,949	0	Special Event	14,000	14,000	0	0	0	0	0	0

2018 Actuals	2019 Adopted	Description	2020 Proposed	General Admin Consolidated	CED Consolidated	Lending Consolidated	SDS Consolidated	CSP Consolidated	Tech Consolidated	Non-Departmental Consolidated
3,447	3,500	Taxes	3,500	0	0	0	0	0	0	3,500
591,624	642,634	Technology Indirect	683,824	0	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	113,086	Training	137,050	42,800	25,500	1,000	44,000	16,750	6,000	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	66,000	0	0	0	0	0	0	66,000
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	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
<b>24,842,997</b>	<b>25,140,893</b>	<b>MATERIALS AND EXPENSES</b>	<b>26,791,095</b>	<b>552,403</b>	<b>9,403,884</b>	<b>704,835</b>	<b>10,053,565</b>	<b>2,785,434</b>	<b>207,654</b>	<b>3,083,320</b>
<b>37,104,318</b>	<b>39,512,994</b>	<b>TOTAL EXPENSES</b>	<b>43,519,682</b>	<b>1,851,373</b>	<b>11,526,395</b>	<b>860,389</b>	<b>21,115,946</b>	<b>4,082,396</b>	<b>750,925</b>	<b>3,332,358</b>
<b>0</b>	<b>0</b>	<b>NET GAIN/LOSS</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>



**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:

REVENUE	ADOPTED 2019-2020	SUPPLEMENTAL.2 Change for 2019- 2020	NEW ADOPTED 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
<b>Total Revenue</b>	<b>40,896,764</b>	<b>2,622,918</b>	<b>43,519,682</b>
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
<b>Total Expenditures</b>	<b>40,896,764</b>	<b>2,622,918</b>	<b>43,519,682</b>
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  
Co-Chair

Claire Hall  
Co-Chair



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