

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
BUDGET COMMITTEE MEETING  
THURSDAY, MAY 23, 2024  
12:00 P.M.

MCEDD Office, 802 Chenoweth Loop Road, The Dalles, OR  
Or via Zoom: <https://us06web.zoom.us/j/81455386218>  
Or call 346-248-7799, Meeting ID: 814 5538 6218

**AGENDA**

1. CALL TO ORDER/INTRODUCTIONS
2. ELECTION OF COMMITTEE CHAIRMAN AND SECRETARY
3. APPROVAL OF 2023 BUDGET COMMITTEE MINUTES
4. PRESENTATION OF FY 2025 (JULY 1, 2024-JUNE 30, 2025) BUDGET
5. RECOMMENDATION TO MCEDD BOARD OF DIRECTORS
6. ADJOURNMENT

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

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## **MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT FY25 Budget Packet Contents**

1. **Agenda** for Budget Committee Meeting.
2. **Minutes** from the FY24 Budget Committee meeting.
3. **Budget Narrative** - Provides a written explanation of the budget and includes significant changes from the prior fiscal year.
4. **Budget Appropriation by Category** - Provides a summary of the proposed budget by categories.
5. **Historical Data** - Includes prior approved budget and actuals information for FY22 to FY24, and the proposed budget side-by-side.
6. **All Funds Budget** - Presents details of income and expense costs by class, including agency funds.
7. **Operations Budget** - Provides details of income and expense costs by class for operational funds only.
8. **Special Projects Budget Detail**- Provides details on budgets for the special projects operational line item.
9. **Transportation Budget Detail**- Provides details on budgets for the transportation operational line item and the Statewide Transportation Improvement Fund (STIF).
10. **Salary Scale** - Provides the proposed FY25 salary rates by classification.
11. **Benefits Plan** - Reflects the benefits for employees proposed in the budget.
12. **Local Assessments** – Provides details on local dues assessment.
13. **Budget Acronyms** – Provides an overview of commonly used acronyms in the budget.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
BUDGET COMMITTEE MEETING MINUTES  
THURSDAY, MAY 18, 2023, at 12:00 PM  
MCEDD Office, 802 Chenoweth Loop Rd., The Dalles, OR**

**ATTENDANCE**

*Committee Members:* Jonathan Lewis, Leana Kinley, Tiffany Prince, Eric Proffitt, Nichole Biechler, Sam Bauer

*Staff:* Jessica Metta (Executive Director), Dana Woods (Finance Manager), Jill Brandt (Administrative Assistant)

**CALL TO ORDER/INTRODUCTIONS**

Leanna Kinley called the meeting to order at 12:01 p.m. A round of introductions took place.

**ELECTION OF COMMITTEE CHAIRMAN AND SECRETARY**

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

**Sam Bauer motioned to re-elect** Leana as Budget Committee Chair. Jonathan Lewis seconded. All voted in favor, and the motion passed.

**Eric Proffitt motioned to elect** Sam Bauer as Budget Committee Secretary. Jonathan Lewis seconded the motion. All voted in favor, and the motion was carried unanimously.

*Tiffany Prince arrived.*

**BUDGET COMMITTEE MINUTES**

**Jonathan Lewis motioned to approve** the 2022 Budget Committee Minutes as presented. Eric Proffitt seconded the motion. All voted in favor, and the motion carried unanimously.

**PRESENTATION OF FY 2024 (JULY 1, 2023-JUNE 30, 2024) BUDGET**

Jessica offered appreciation for Dana's work and all of MCEDD's staff who helped provide input on the budget. Dana explained the modifications to the budget packet that were handed out. The changes amounted to an overall decrease of \$1,440, due to a change in how the cleaning of The Link's bus shelters was accounted for. The cleaning charges were moved to the fixed route class code for bus shelters and out of facilities class code, which decreased the facilities allocation.

Diving into the packet, Dana explained that the first two green pages were historical comparisons. Budgets were compared on page 1, and the actuals were compared on page 2. In the All Funds Budget, the Loan Funds in the current FY have seen a noticeable increase in loans being funded. There are still \$1.7 million dollars available to loan out in the USDA National Scenic Area funds. MCEDD will be requesting an extension because the September deadline for spending out the USDA award will not be met. Jessica added that an extension was noted as being likely at the time that the funds were originally awarded. While MCEDD was required to be the applicant and holds the funds, the money is split between the OIB and the WIB to manage. The WIB currently has some applications in process.

Dana noted the MCEDD Loan revenue was based on assets already in the bank. A three-year average was used to project loan revenue for next year. Because the OIB had unusually high lending this past year, a four-year average was used in order to budget conservatively for next year. Dana said there are currently no loans in delinquency. 7.75% interest was used to estimate revenue from projected new loans. This remains consistent with past years' budgets. The Attainable Housing fund currently has one loan, and FY24 revenue was calculated based on the assumption that the remaining funds will be used this year. A lower rate was used for projections for this fund. There was very little change in the expenditures in the loan funds, the only notable change was the allocation of direct personnel costs to the IRP loan funds.

For the OIB, MCEDD's contract amount for staffing was budgeted out at the full amount with a two percent increase. The contract specifies that if the loan program's activity does not generate enough money to cover MCEDD's fee, then the fee will decrease so that principal is not used to cover administrative costs.

Switching over to the Operations Budget, Dana explained that Transportation Operations brings in over two million dollars in revenue. Transportation operations are funded through both federal and state money. Oregon's statewide transit tax has provided the funding to increase The Link's services. The revenue budgeted was based on estimates provided by the state for the grants in their next two-year cycle. FY24 is the first year of ODOT's biennium for all grants except for the 613 grant which funds the deviated fixed route service, which will be in the second half of its biennium cycle. The budget also includes ODOT's vehicle grants that were awarded for the purchase of two low-emissions hybrid buses to replace two buses in The Link's fleet.

Special Projects makes up \$1.3 million of revenue for FY24. This amount was based on the actual known contracts at the time of the budget's preparation. Any new projects that appear could require a supplemental budget later in the year.

Jessica added that we just received notice that the Brownfields Assessment grant that MCEDD applied for last fall has been awarded! The rural capacity for grant writing (Oregon funding) was not included in this budget as it is still tenuous.

Dana moved into the Expenditures section of the budget, noting that personnel was the biggest expense. A salary survey was completed as part of this budget's preparations, and the findings from the survey concluded that salaries in the MCEDD's positions are comparable with other similar entities. There were no salary increases, however, a 5% COLA was added to reflect the inflation in the cost of living. This budget assumes that the staff position of Assistant Loan Fund Manager will remain vacant based on the current decrease in revenue in Loan Funds activity. Dana added that if MCEDD's lending picks up, the vacancy can be reevaluated. The budget increased the Office Admin position from .85 to 1.0 FTE, and has added another full-time driver, part-time driver and part-time dispatcher. The Link staff increases are needed to accommodate the increased service that is scheduled to begin in July. Dana explained that transportation wages (drivers and dispatch) are all allocated based on the percent of funding source where their direct services are provided. The last item noted under personnel costs was the increases in Fringe benefits. Health insurance increased by five percent and vision benefits increased by nine percent. Dependents' benefits were also increased based on the actuals recorded this fiscal year.

Under Materials and services, travel was budgeted close to this year's level. The increase in in-person events and conferences was accounted for by the slight increase in event services. This increase is expected to accommodate increased costs for the Annual Symposium, strategic planning meetings, broadband events, ICAP launch meetings, the Pitch competition and expected GTA events for next year. Equipment and supplies were decreased based on this year's actual expenses and equipment replacement was estimated based on MCEDD's regular replacement cycle for laptops.

Contractual services in this budget includes consultant costs for various projects that are underway; MCEDD's DEI plan, the development of a strategic plan for the Regional Innovation Hub and the Brownfields Assessments, bus shelter installations, the design and installation fees for The Link's new bus wraps and full-service IT support. Regular annual software fees for Portfol and Caselle software were also included under this line item.

For vehicle costs, FY24 budget decreased maintenance costs and increased fuel costs based on this year's actuals. Building costs (including utilities and janitorial) were also based on this year's actuals. Dana explained how the costs for MCEDD's rent were allocated. Fifty percent of the total for facility expenses is charged as "rent" to the non-transportation funds. Facility expenses are allocated across all non-transportation funds, and the other fifty percent are allocated across all codes. Rent is not charged to Transportation Operations.

Dana noted the line showing Building reserve of \$10,000. This same amount has been allocated in the past three years' budgets and now has a balance of \$30,000. This is a safety net to accommodate any unknown issues.

*Discussion: There was some discussion about whether this amount was appropriate and what it could/should be used for. The discussion concluded that any amount saved to have as reserve on hand for emergency was good planning.*

Building repairs and maintenance were budgeted at the same level as this year's budget. Bonds and Insurance were based on actuals and with a five percent increase for next year. MCEDD is currently insured through SDAO, which is merging with SAIF this year and may result in some savings. Insurance was budgeted at the full amount currently charged; actuals may come in under.

*Discussion: Nichole Biechler added that the SDAO/SAIF connection will put MCEDD in a different pool. Dana agreed that MCEDD will receive the benefit of some rate savings when the two entities consolidate. Jessica explained that MCEDD uses CIS for health insurance benefits and SDAO for liability insurance because this combination has offered the best coverage at the most economical price.*

The OIB has the only fund that provides grants to other entities. This was budgeted at the max allowed of \$10,000.

For the RLF debt, Dana explained that MCEDD must make payments on five loans currently held. The best scenario is that the interest earned on our loan funds will cover the payment. Moving the unspent funds to the LGIP account has increased the interest earned, which has helped to cover these payments.

*Discussion: Eric Proffitt asked if Oregon's new family paid leave has been accounted for in the budget, adding that all companies that employ 25 or more employees are required to have this fund to pay out when needed. Dana replied that MCEDD does reserve money for this expense at*

*one percent of each employee's total payroll, which is split 60/40 between MCEDD and the employee. She added that based on information heard in meetings, she was not sure that one percent was enough to cover paid leave. There was general agreement that one percent was not enough. Jessica made a note to review this expense with the Executive Committee.*

*Jessica thanked the committee for their feedback. Nichole thanked MCEDD for all the work in putting this budget together.*

*Jonathan Lewis asked Dana if the software upgrade was complete now. Dana replied that she is now using Caselle 100% for MCEDD's accounting. Quickbooks use continued through the last audit period and now is hopefully done.*

*Jessica explained that staff were not able to use Caselle's budgeting module this year because there was simply not enough time to get up to speed with it. This year's budget Excel spreadsheets are expected to be the last.*

*Jonathan Lewis commented that he was pleased to see budget growing, with no programs or services chopped. Dana agreed and credited this to the hard work of staff writing grants successfully.*

**Tiffany Prince motioned to approve** the FY2024 budget as presented for recommendation (with the revisions added at today's meeting) to the full MCEDD Board. Jonathan Lewis seconded the motion. All voted in favor, and the motion passed unanimously.

Dana thanked the committee for their time and feedback.

### **ADJOURNMENT**

Leana adjourned the meeting at 12:44 p.m.

*Respectfully submitted by Jill Brandt, Administrative Assistant*



**FISCAL YEAR 2025 (July 1, 2024-June 30, 2025)  
BUDGET NARRATIVE**

**SPECIAL NOTE FOR FY25**

This budget was developed during a time of transition with MCEDD's Finance Manager. The budget was developed by the Executive Director with input from other staff, information from MCEDD's FY23 audit and financial software. A few items could not be confirmed, including some of the FY23 actuals on the Historical Actuals table, and the beginning fund balances. Any unconfirmed numbers are highlighted in yellow and have been made with conservative best estimates or left the same as FY24.

**OVERVIEW**

The budget has been prepared to facilitate the wide range of services that MCEDD provides. The budget preparation included careful analysis of prior year's budgets, actual expenditures (prior year and current year), and forecasted revenues and expenditures for new programs. The following narrative provides details by line item of the significant factors which are relevant to understanding MCEDD's budget.

**BEGINNING BALANCES**

**LOAN FUNDS AVAILABLE TO LOAN:** Available to Loan Funds are based on the projected beginning fund balance, reduced by the estimated amount that is available for Administration. Thanks to Loan Fund Manager Ami Beaver, lending has picked up in FY24, lowering the Available to Loan balance for FY25. As noted above, this is a line that is unconfirmed without a Finance Manager. The amounts are set based on an accurate Available to Loan report through Feb 29, 2024, and thus are expected to be higher in reality.

**CARRYOVER:** As noted above, the Restricted and Unrestricted Carryover lines are unconfirmed without a Finance Manager. The Restricted Carryovers are best guesses that we feel confident about, including \$399,000 in new funding from Oregon for grant writing services that we expect to receive in June 2024. The Unrestricted Carryovers in loan categories were left at the amounts in the FY24 budget and are likely lower than the actuals, as are the other Unrestricted Carryovers.

**PROJECTED REVENUE**

**FEDERAL:**

USDA NSA RBEG: Federal revenue of \$633,455 in pass-through funds received from USDA Rural Development be distributed to the Oregon and Washington Investment Boards for lending to small businesses. This budget assumes the OIB lends the rest of their funding (\$333,455) and that WIB lends \$300,000. This grant ends Sept 2025 but we plan to ask for an extension. We decided to budget a more realistic lending number rather than the full amount of the grant left to lend, which is \$1,234,455.

EDA PLANNING GRANT: MCEDD has a three-year Economic Development Administration Planning Grant which is expected to provide \$80,000 annually in federal funds, with a required cash match of \$80,000 annually. Local Assessments will be utilized to provide this match. FY25

is the last year of the three-year grant.

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

**TRANSPORTATION:** Federal funds include grant revenue for dial-a-ride operations, the deviated fixed routes, installing bus shelters/ signs, and replacement of one vehicle. New this year are some additional CARES funding we received to increase service on the Hood River-The Dalles shuttle and a new shuttle serving the Native American communities. All of these grant funds are confirmed except the deviated fixed routes, which we are still waiting to hear back on. Many of these grants are two-year grants and revenue is predicted based on half of the biennium amount, plus any remaining funds from FY24 if applicable.

**STATE:**

**SPECIAL PROJECTS:** Includes several grants from Business Oregon and WA Dept. of Commerce for entrepreneurship, innovation and grant writing (Columns L, M, N, O). New this year is a larger Regional Innovation Hub grant to support hiring a new Innovation Project Manager position. This category also includes ODOT funds for our Mobility Management activities/ Gorge Transit Strategy and outreach/ education around the multi-provider Gorge Transit Pass.

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

**LOCAL MATCH:** The local match category includes contributions from Gorge Translink Alliance transit providers, a contribution from the City of The Dalles to support The Link, Hood River County partner contributions for the Energy Plan, and Columbia Area Transit funds to match the Gorge Pass outreach/ education project.

**LOCAL ASSESSMENTS:** The local assessments are included based upon the recommendation of the MCEDD Board of Directors. FY24 was the last year in a multi-year plan adopted by the Board to increase dues 10% each year. The Board discussed options and approved a 3% annual increase moving forward, with the option to adjust it at budget time. The budget included assumes a 3% increase from FY24. It includes a \$0.92 per capita assessment to counties and cities and a flat \$3,533 assessment to member Port Districts. The population data from the 2022 Census Bureau Estimate was used (2023 estimates are available for the counties but not for the cities).

**CONTRACT REIMBURSEMENTS:**

**OIB/ MHEA:** Includes the contracted amount with the Columbia River Gorge Oregon Investment Board (OIB, approved) and Mount Hood Economic Alliance (MHEA, 5% increase requested but not yet approved) for support of their loan programs.



**SPECIAL PROJECTS:** A substantial source for contract reimbursements is through special projects contracts with counties for economic development services, technical assistance, grant administration for infrastructure developments, energy resiliency, and related projects. New this year is grant writing support for partners in Klickitat County, funded by WA Dept of Commerce through the County. Special projects revenue also includes contracts with entities like the Gorge Tech Alliance as well as a \$30,000 grant from the Roundhouse Foundation for the Hood River Energy Plan (not yet confirmed). It also includes financial services contracts for CREA and Northern Wasco County Parks & Rec.

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

**LOAN FUND REVENUE:** Loan fund revenue is based upon current loan revenue projections for loans already in MCEDD and OIB’s portfolios, excluding any in current litigation. The revenue for existing loans is based upon the approved loan terms for those clients.

The level of new MCEDD loans funded is projected using a three-year average of lending, which is consistent with the manner in which we made projections last FY. See the table to the right for further detail.

<b>MCEDD Business Loan Fund Revenue Projections Using a Three-Year Average</b>	
<b>Fiscal Year</b>	<b>MCEDD</b>
FY22	\$381,723
FY23	\$840,368
FY24 (projected)	\$1,914,513
<b>FY24 new loan projections</b>	<b>\$1,045,535</b>

The OIB new loan projection was developed using a three-year average of lending to project loan fund revenue. It should be noted that all FY24 lending for the OIB occurred through the USDA NSA RBEG that is held in MCEDD’s portfolio to try to get those dollars revolved by the deadline. There was no lending out of the OIB’s traditional funding.

<b>OIB Loan Fund Revenue Projections Using a Three-Year Average</b>	
<b>Fiscal Year</b>	<b>OIB</b>
FY22	\$15,000
FY23	\$807,492
FY24 (projected)	\$0
<b>FY24 new loan projections</b>	<b>\$274,164</b>

In FY24 we finally fully revolved the Attainable Housing Revolving Loan Fund! For FY25, we are now treating it similar to the business loans, estimating usage based on a three-year average of lending. See table to the right.

<b>MCEDD Attainable Housing Loan Fund Revenue Projections Using a Three-Year Average</b>	
<b>Fiscal Year</b>	<b>MCEDD</b>
FY22	\$0
FY23	\$750,000
FY24 (projected)	\$255,000
<b>FY24 new loan projections</b>	<b>\$335,000</b>

**LOAN FUND PRINCIPAL REPAYMENTS:** Loan fund principal repayments revenue was based on projected payments from existing loan clients and includes scheduled loan payoffs, and known potential modifications which impact potential loan payoffs, as well as payments from new loans projected to be

made in FY25. There are currently no loans in a severely delinquent status so no adjustments were made. Principal repayments for projected new loans anticipates a three-month interest-only period at the start of all new loans, a 70-month term, and that loans are booked throughout the fiscal year.

**LOAN FUND INTEREST:** Loan fund interest calculations are based on the following criteria:

1. Loan fund interest from current loans is included in the FY25 projections. There were no adjustments made to interest calculations for loans with a current severely delinquent status. In addition, interest payments were removed for loans which we anticipate to payoff and for loans currently in litigation or pending litigation.
2. Interest in FY25 from the estimated new loans booked during the remainder of FY24 (from May and June 2024) is included in the projections (estimated at \$0 to be conservative although there are some in the pipeline).
3. Projected loan interest for loans that have scheduled balloon payments in FY25 are assumed to be paid in full, unless they are already in the process of restructure. If anticipated to be refinanced, the loan interest is part of the projected loan income.
4. An estimated interest rate of 7.75% was used for budgeting purposes for business loans. The Attainable Housing Revolving Loan Fund (AHDRLF) from the State of Oregon has a lower base interest rate, estimated at 4.75%. These are conservative figures as MCEEDD's average is often higher. Actual individual loan interest rates vary depending on the associated risk of each loan.

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

1. Loan processing fees are projected to be 1.5% of the loan amount, with the exception of the Attainable Housing RLF program which charges a 1% fee. The loan fee revenue is based on the total amount of anticipated funds loaned during FY25.
2. Other fees earned include loan filing fees and late payment fees. The late payment fees are unchanged from the year prior.

**LOAN FUND INVESTED INTEREST:** The loan fund investment income is budgeted based on FY24 actual earnings and is higher to reflect the move of most of our funds to the Oregon Local Government Investment Pool which has a higher rate of return. It is based on funds from loan fund balances available to lend and the loan loss reserve balances. In FY24, we realized the IRP reserves needed to be moved back to an FDIC insured bank, so we eliminated the larger investment interest that was earned on those funds in FY24 from the FY25 budget.

**OTHER/ TRANSFER REVENUE:** Other revenue includes various sponsorship and ticket revenue received for the annual Economic Symposium another year of the Gorge Pitch Competition, plus reimbursements for materials and services expenses related to the Gorge Tech Alliance. Other Revenue in the Transportation Budget comes from anticipated farebox (rider tickets), vending at the Transit Center, and Greyhound ticket sales. Transportation funds also include Gorge Transit Pass sales and low-income fare subsidies. In addition, it includes the interfund transfer to Transportation for rent from non-transportation funds.

### **PROJECTED EXPENSE**

**WAGES:** Wages include a 3.5% cost-of-living adjustment (COLA) and a 1.5% market rate adjustment (5% total adjustment) for all positions, except a 6.5% market rate adjustment (10% total adjustment) for the Deputy Director position. The COLA was based on the Western Consumer Price Index (3.2% in

March 2024) and consideration of adjustments from similar organizations. Step raises for eligible employees are also included.

Market adjustment recommendations were researched using information from the Oregon and Washington Employment Departments, Association of Washington Cities, Oregon's Economic Development Districts, Columbia Area Transit, and similar partner organizations in the Gorge. The Executive Director reviewed the data with Leana Kinley and Scott Clements on the Board prior to finalization.

Compared to last year the following changes are reflected:

- New grant-funded positions including the Innovation Project Manager funded by Business Oregon's Regional Innovation Hub implementation grant and a Grants Program Manager funded mostly by the Oregon rural capacity/ House Bill 3395 funding that provided one-time funds to support grant writing for our Oregon counties; and
- A new Loan Specialist position to provide full-time support for the Loan Fund Manager. The loan program is currently partially supported by the Office Admin and the Admin Assistant in addition to their other duties. This budget proposes that the Office Admin and Admin Assistant have more unallocated Admin time. The Office Admin would provide full support to the Finance Manager and the Admin Assistant would have more time to support all programs. A full-time assistant for the Loan program is somewhat of a risk with the hope that higher lending will continue and increase if the Loan Fund Manager had more support.

The allocation of wages reflects the duties of staff. The Executive Director is allocated across all programs based upon direct engagement with these programs in providing services, as well as providing overall leadership and direction. The allocation for the Deputy Director of Economic Development is focused primarily on Special Projects and the EDA Planning Grant. Project Managers are assigned to specific special projects. The Loan Fund Manager is assigned to loan funds and loan program contracts. Administrative staff wages are allocated based upon anticipated support functions required by all functions of the organization and allocations are based upon historical and anticipated usage of time from these staff by area.

The Travel Trainer is fully supported by STIF Funds this year plus some special projects. The Transportation Operations Manager and Field Supervisor are allocated across transportation programs based on direct support and providing services in these programs. Dispatch/Drivers are distributed based on transportation funding source revenue after other expenses are allocated. This is a new method this year given changes in how we allocate fuel and maintenance (see below).

**OTHER PAYROLL EXPENSES:** Operating Personnel Expenses are based on a 37.0% Fringe & Tax rate. This rate includes an anticipated 3.2% health insurance rate increase in January 2025, a 6% vision increase and a 3.3% dental insurance increase. Employer contributions for insurance are generally included for eligible employees. New this year and as approved by the Executive Committee, the budget provides prorated health/ vision/ dental benefits to employees working 20 hours or more per week. This impacted two of our bus drivers. This was approved, pending budget coverage, to help us attract part-time drivers.

Other Fringe Benefits for full-time staff include a 457(b) contribution at 8.75%, disability/life insurance,

and a Premium Only Section 125 plan in which employees may elect to participate, as premium payments will be on a pre-tax basis.

**PERSONAL TIME OFF (PTO):** PTO is calculated using the predicted PTO balances as of June 30, 2024 and earned PTO for FY25, up to the maximum per MCEDD personnel policies. The maximum is 146.25 hours per employee (accrual up to 195 hours, with 75% liability payout = 146.25 hours). This expense is included as a General Fund expense and General Fund Transportation expense. Due to uncertainty of PTO usage, no reduction of leave taken was incorporated into the estimated liability.

**TRAVEL and CONFERENCES:** New items in this line that make it higher in FY25 include the Portfol Conference for the Loan Fund Manager, Caselle Conference for the Finance Manager, Forth Energy Conference for the Energy Project Manager (covered by a grant), the NACO Leadership Academy for the Executive Director, plus some additional professional development for the new staff funded through Special Project contracts.

**EVENT SERVICES:** Event services include the annual economic symposium as well as entrepreneurship events through the Rural Opportunity Initiative (like the Pitch Competition), Regional Innovation Hub, and WSMA Pub Talks (Special Projects Columns L, N, O), and GTA events.

**EQUIPMENT AND SUPPLIES:** The budget includes new computer equipment for staff on the scheduled replacement rotation roughly every four years. New for FY5 include a one-time expense to replace the Firewall and network switches as recommended by our IT provider, replacement of several tablets used by the bus drivers, purchase of a few bike racks, and additional laptops for new staff funded by grants. Smaller ongoing expenses include general office supplies, facility supplies, event supplies for transportation outreach and the GTA, and supplies for The Link.

**PROFESSIONAL SERVICES:**

**LEGAL SERVICES:** Costs associated with legal services were budgeted at a slightly higher amount than the prior year based on actual expenses for FY24. These are largely in support of the loan program.

**AUDIT:** The FY25 budget reflects the anticipated cost for auditing services.

**CONTRACTUAL:** There are a number of anticipated contractual service expenses, including transit software, Portfol loan software, and Caselle financial software. Some of the larger and more notable changes include:

- Consultants to finish the MCEDD Strategic Plan (\$3687, Operations Budget, Column U).
- Support for Maupin Works, Small Business Development Center and Spanish-language pub talks through the Rural Opportunities Initiative grant (\$65,550 Special Projects Budget, Column L).
- A placeholder for grants to support moving infrastructure projects forward with the HB 3395 funding (\$100,000, Special Projects Budget, Column M).
- Consultants to help implement the Regional Innovation Hub plan (\$51,000, Special Projects Budget, Column N).
- Consultants to conduct the Brownfields Assessment work (\$200,000, Special Projects

Budget, Column V).

- Consultants to implement the next step of the Gorge Regional Transit Strategy and videography services, (\$148,000, Special Projects Budget, Column Y), for outreach/ education related to the Gorge Pass and providing travel training services in our WA Counties (\$127,750, Special Projects Budget, Column AA), and for a yet-to-be identified project under the Transportation Options contract (\$21,000, Special Projects Budget, Column Z).
- Continuing with the full-service IT support (\$24,756, Transportation, Column G).
- Bus shelter/ sign installation (\$58,300, Transportation, Column H).
- A new program to subsidize two vanpools in Wasco County (\$12,000, STIF, Column M).

TESTING/TRAINING/SCREENING: Professional services include drug/alcohol testing expenses and driving records, transportation staff training and CDL physicals necessary for the operations of The Link. The budget was set to reflect FY24 actuals. New in FY25 is allocating this expense based on projected service mileage for each specific route.

#### **VEHICLES:**

MAINTENANCE: Our maintenance costs for FY24 are running much higher than budgeted. For FY25, we are estimating it at 20% more than FY24 amounts. New in FY25 is allocating this expense based on projected service mileage for each specific route, rather than based on percentage of revenue. This is a more accurate allocation since some of our routes are much longer than others (such as the Hood River- The Dalles shuttle).

FUEL: Our fuel costs for FY24 are running much higher than budgeted, mostly because we underestimated the increase needed to fund a full year of the Hood River-The Dalles shuttle. For FY25, we are estimating slightly higher than FY24 amounts. New in FY25 is allocating this expense based on projected service mileage for each specific route, rather than based on percentage of revenue. This is a more accurate allocation since some of our routes are much longer than others (such as the Hood River- The Dalles shuttle).

OTHER VEHICLE COSTS: There was nothing this year.

#### **COMMUNICATIONS:**

ADVERTISING: Roughly the same as FY24 and directed mostly at The Link, Mobility Management projects, and entrepreneurship events, plus job vacancies.

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

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

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

TELEPHONE/ NETWORKING: Slight decrease from prior year based on actuals for FY24.

**BUILDING COSTS:**

RENT: MCEDD Administration pays rent to Transportation, based on 50% of total Facility expenses, which is then allocated to all non-transportation funds based on the current Indirect Policy (Total Direct Wages). Included in facility expenses is an additional \$10,000 for a Facility Reserve Fund. \$7850 was used from the reserve in FY24 to cover the HVAC repair, leaving the reserve at \$32,150.

UTILITIES AND JANITORIAL: Set at the same as FY24 costs. We do allocate bus shelter cleaning to the deviated fixed routes grant.

REMODEL ALLOCATIONS: MCEDD created a five-year interfund loan which affects all non-transportation funds to cover the cost of the Transit Center remodel for the Administration. FY25 is the final year for repayment. FY24 was the final year of payments on the remodel allocation for 515 E 2<sup>nd</sup> Street to all non-transportation funds, so that is zeroed out.

BUILDING REPAIRS AND MAINTENANCE: The building repairs and maintenance increased significantly in FY24, largely due to a new landscaping contract with FLI that was signed just after the budget was developed. The FLI contract is the same for FY25 but required \$1000 for replacing lava rock mulch. Although expensive, the grounds look much better under their care. Our snow removal rates were also high in FY24. FY25 is estimated to mirror our actuals for FY24.

**BOND AND INSURANCE:** We received notice from SDAO in April that projected liability and property insurance contribution increases of 15-20% are anticipated for the 2025 coverage year, beginning January 1st. This large increase is due to a significant rise in claims costs and large increases in their reinsurance premiums due to weather-related disasters across the country. The FY25 budget is at 17.5% more than FY24 rates.

**OTHER MATERIALS AND SERVICES**

DUES AND FEES: Prior budgets included Caselle and Portfol under Dues and Fees as well as Contractual. This budget kept them only in Contractual and other Dues and Fees are the estimated based on FY24 actuals and known increases (SDAO, OEDD).

OTHER: Expenses are comprised of ACH Collection service for Loan Funds in order to provide electronic payment services for loan clients. There is a monthly module cost and batch costs associated with each loan fund, which is allocated based on revenue. Free fares for high school students are also recorded here under Transportation. This line also includes expected revenue from new loans funded through Washington Investment Board that will be passed through to Skamania County Economic Development Council (\$6000, Operations, Column N). The increase this year is largely for the prize given during the Pitch Competition, funded by sponsorship dollars (\$23,000, Special Projects, Column L).

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

**GRANTS:** The Oregon Investment Board is the only fund in MCEDD’s budget which provides grants

to other entities. The fund's anticipated expenditures include a maximum grant budget of \$10,000.

**REVOLVING LOAN FUND:**

IRP LOAN PAYMENTS: MCEDD has five IRP loans (\$750,000, \$1 million, \$600,000, \$310,000, and \$200,000) through the USDA that require annual payments. Included in the budget are payments of both principal and interest for all five loans.

EDA RLFs: Built into the Operational Budget for the EDA Revolving Loan Funds is a 50%+ allocation of the projected revenue that will be restricted for relending purposes only. This satisfies the requirement from EDA to ensure administrative expenses remain 50% or less of loan fund revenue.

**CAPITAL OUTLAY:** Includes the purchase of one bus to replace an existing bus.

**CARRYOVER – RESTRICTED:** Special Projects carryover balance reflects the amount restricted to the special project or the Transportation project. This line also includes the \$32,150 for the building reserve fund.

**CARRYOVER – UNRESTRICTED:** Includes various funds with balances at the end of FY25 that do not have restrictions placed around how the funds can be spent.

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY2025 BUDGET**

<b>BUDGET APPROPRIATION BY CATEGORY</b>	
<b>REVENUES:</b>	
LOAN FUNDS (AVAILABLE TO LOAN)	5,030,804
CARRYOVER - RESTRICTED FUNDS	625,350
CARRYOVER - UNRESTRICTED FUNDS	118,314
CARRYOVER FY24- TOTAL	5,774,468
FEDERAL	2,330,138
STATE	1,450,796
LOCAL MATCH	110,300
LOCAL ASSESSMENT	95,455
CONTRACT REIMBURSEMENT	504,437
PRINCIPAL REPAYMENTS	725,926
LOAN INTEREST	495,537
LOAN FEES	42,368
OTHER REVENUE	128,050
IN-KIND	-
INVESTED FUNDS INTEREST	131,291
<b>TOTAL REVENUES</b>	<b>11,788,768</b>
<b>EXPENDITURES:</b>	
PERSONNEL COSTS	2,730,207
MATERIALS AND SERVICES	1,561,006
GRANTS DISBURSED	10,000
REVOLVING LOAN FUND	6,726,915
CAPITAL PURCHASE	458,812
CARRYOVER	
CARRYOVER - RESTRICTED	287,221
CARRYOVER - UNRESTRICTED	14,610
CARRYOVER TOTAL	301,831
<b>TOTAL EXPENDITURES</b>	<b>11,788,768</b>



HISTORICAL COMPARISON - BUDGETS

ADOPTED 2021-22 SUPPL	ADOPTED 2022-23	ADOPTED 2023-24	DESCRIPTION	PROPOSED 2024-25 BUDGET COMMITTEE	APPROVED 2024-25 BUDGET COMMITTEE	ADOPTED 2024-25 MCEDD BOARD	
			<b>REVENUES</b>				1
5,231,234	7,446,587	6,390,011	LOAN FUNDS (AVAILABLE TO LOAN)	5,030,804			2
211,874	192,203	489,593	CARRYOVER - RESTRICTED FUNDS	625,350			3
497,696	58,932	93,627	CARRYOVER - UNRESTRICTED FUNDS	118,314			4
<b>5,940,804</b>	<b>7,697,722</b>	<b>6,973,231</b>	<b>TOTAL CARRYOVER</b>	<b>5,774,468</b>	-	-	5
4,179,647	3,026,066	2,003,457	FEDERAL	2,330,138			6
811,419	1,313,181	1,121,404	STATE	1,450,796			7
87,500	115,000	134,000	LOCAL MATCH	110,300			8
78,935	86,481	95,455	LOCAL ASSESSMENTS	95,455			9
549,785	544,928	507,590	CONTRACT REIMBURSEMENTS	504,437			10
777,518	576,188	536,757	PRINCIPAL REPAYMENTS	725,926			11
362,761	243,758	314,631	LOAN INTEREST	495,537			12
42,116	52,434	36,046	LOAN FEES	42,368			13
193,419	102,725	133,711	OTHER REVENUE	128,050			14
-	-	-	IN-KIND	-			15
1,950	18,641	128,961	INVESTED FUNDS INTEREST	131,291			16
<b>13,025,854</b>	<b>13,777,125</b>	<b>11,985,244</b>	<b>TOTAL REVENUE</b>	<b>11,788,768</b>	-	-	17
			<b>EXPENDITURES</b>				18
			<b>PERSONNEL COSTS:</b>				19
1,521,135	1,606,956	1,663,078	WAGES	2,019,077			20
472,165	486,357	457,862	FRINGE BENEFITS	496,972			21
189,943	189,131	183,701	PAYROLL TAXES	214,157			22
<b>2,183,243</b>	<b>2,282,444</b>	<b>2,304,642</b>	<b>TOTAL PERSONNEL COSTS</b>	<b>2,730,207</b>	-	-	23
			<b>MATERIALS AND SERVICES:</b>				24
30,960	26,815	25,111	TRAVEL	42,892			25
14,015	7,900	10,007	EVENT SERVICES	29,814			26
13,084	11,028	6,628	EQUIPMENT	16,096			27
41,665	25,224	33,820	SUPPLIES	37,915			28
			<b>PROFESSIONAL SERVICES:</b>				29
18,093	16,090	10,290	Legal	12,793			30
23,154	33,247	34,841	Audit	36,550			31
6,575	6,600	6,300	Filing Fees	8,000			32
660,125	697,014	800,389	Contractual	951,211			33
4,575	2,000	1,550	Testing/Training/Screening	3,200			34
			<b>VEHICLE COSTS</b>				35
34,569	46,406	41,938	Repairs/Maintenance	85,000			36
60,585	81,791	95,995	Fuel	120,000			37
12,865		36,000	Other Vehicle Costs	-			38
			<b>COMMUNICATIONS:</b>				39
14,203	13,250	16,975	Advertising	16,593			40
1,600	1,300	1,240	Postage & Freight	1,600			41
10,535	16,395	8,197	Printing	7,709			42
800	800	800	Pubs & Subs	800			43
11,975	8,101	10,047	Telephone & Networking Expenses	9,603			44
			<b>BUILDING COSTS:</b>				45
22,321	28,074	34,830	Rent	51,970			46
12,600	21,650	17,250	Utilities and Janitorial	20,880			47
-	-	-	Building Remodel	-			48
4,500	8,750	8,200	Building Repairs and Maintenance	27,770			49
14,452	21,926	27,983	<b>BOND AND INSURANCE</b>	31,351			50
			<b>OTHER MATERIALS &amp; SERVICES:</b>				51
23,306	20,656	21,762	Dues and Fees	14,696			52
2,004,691	26,471	23,683	Other	32,563			53
2,000	2,000	2,000	Transfer to Source	2,000			54
-	-	-	In-Kind	-			55
<b>3,043,248</b>	<b>1,123,488</b>	<b>1,275,835</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>1,561,006</b>	-	-	56
			<b>GRANTS DISBURSED</b>	<b>10,000</b>			57
			<b>REVOLVING LOAN FUND:</b>				58
2,742,978	3,153,116	2,278,376	New Loans Made	2,079,563			59
105,978	43,507	108,117	IRP Payment-Principal Portion	109,198			60
15,402	14,836	13,263	IRP Payment-Interest Portion	12,181			61
3,798,261	6,942,178	5,213,031	Ending Available to be Loaned	4,525,973			62
<b>6,662,618</b>	<b>10,153,637</b>	<b>7,612,786</b>	<b>TOTAL REVOLVING LOAN FUND</b>	<b>6,726,915</b>	-	-	63
			<b>CAPITAL OUTLAY</b>	<b>458,812</b>			64
20,000	104,552	275,343	CARRYOVER - RESTRICTED	287,221			65
658,290	41,485	47,831	CARRYOVER - UNRESTRICTED	14,610			66
<b>678,290</b>	<b>146,037</b>	<b>323,175</b>	<b>TOTAL CARRYOVER</b>	<b>301,831</b>	-	-	67
<b>13,025,854</b>	<b>13,777,125</b>	<b>11,985,244</b>	<b>TOTAL EXPENDITURES</b>	<b>11,788,768</b>	<b>0</b>	<b>0</b>	68

HISTORICAL COMPARISON - ACTUALS

ACTUAL 2021-22	ACTUAL 2022-23	ADOPTED 2023-24	DESCRIPTION	PROPOSED 2024-25 BUDGET COMMITTEE	APPROVED 2024-25 BUDGET COMM.	ADOPTED 2024-25 MCEDD BOARD	1
			<b>REVENUES</b>				4
5,346,283	7,446,587	6,390,011	LOAN FUNDS (AVAILABLE TO LOAN)	5,030,804			5
202,166	192,203	489,593	CARRYOVER - RESTRICTED FUNDS	625,350			6
856,973	58,932	93,627	CARRYOVER - UNRESTRICTED FUNDS	118,314			7
<b>6,405,422</b>	<b>7,697,722</b>	<b>6,973,231</b>	<b>TOTAL CARRYOVER</b>	<b>5,774,468</b>	-	-	8
1,801,488	1,233,952	2,003,457	FEDERAL	2,330,138			9
812,184	871,932	1,121,404	STATE	1,450,796			10
92,963	115,000	134,000	LOCAL MATCH	110,300			11
78,768	85,949	95,455	LOCAL ASSESSMENTS	95,455			12
508,886	544,928	507,590	CONTRACT REIMBURSEMENTS	504,437			13
0	576,188	536,757	PRINCIPAL REPAYMENTS	725,926			14
273,473	310,678	314,631	LOAN INTEREST	495,537			15
20,846	52,434	36,046	LOAN FEES	42,368			16
370,817	102,725	133,711	OTHER REVENUE	128,050			17
0	-		IN-KIND	-			18
13,622	18,641	128,961	INVESTED FUNDS INTEREST	131,291			19
<b>10,378,470</b>	<b>11,610,150</b>	<b>11,985,244</b>	<b>TOTAL REVENUE</b>	<b>11,788,768</b>	-	-	20
	1,010,062 are actuals of yellow items above		<b>EXPENDITURES</b>				21
			<b>PERSONNEL COSTS:</b>				22
1,338,257		1,663,078	WAGES	2,019,077			23
370,444		457,862	FRINGE BENEFITS	496,972			24
123,905		183,701	PAYROLL TAXES	214,157			25
<b>1,832,605</b>	<b>1,912,054</b>	<b>2,304,642</b>	<b>TOTAL PERSONNEL COSTS</b>	<b>2,730,207</b>	-	-	26
			<b>MATERIALS AND SERVICES:</b>				27
11,571	23,471	25,111	TRAVEL	42,892			28
980	7,900	10,007	EVENT SERVICES	29,814			29
5,716	11,028	6,628	EQUIPMENT	16,096			30
26,859	23,344	33,820	SUPPLIES	37,915			31
			<b>PROFESSIONAL SERVICES:</b>				32
2,380	16,090	10,290	Legal	12,793			33
13,420	33,247	34,841	Audit	36,550			34
9,820	6,600	6,300	Filing Fees	8,000			35
562,389	517,603	800,389	Contractual	951,211			36
2,229	2,000	1,550	Testing/Training/Screening	3,200			37
			<b>VEHICLE COSTS</b>				38
49,612	46,406	41,938	Repairs/Maintenance	85,000			39
99,949	81,791	95,995	Fuel	120,000			40
6,496	-	36,000	Other Vehicle Costs	-			41
			<b>COMMUNICATIONS:</b>				42
7,053	13,250	16,975	Advertising	16,593			43
1,921	1,300	1,240	Postage & Freight	1,600			44
4,207	16,395	8,197	Printing	7,709			45
80	800	800	Pubs & Subs	800			46
10,533	8,101	10,047	Telephone & Networking Expenses	9,603			47
			<b>BUILDING COSTS:</b>				48
17,839	28,074	34,830	Rent	51,970			49
17,139	21,650	17,250	Utilities and Janitorial	20,880			50
15,951	-	-	Building Remodel	-			51
5,188	8,750	8,200	Building Repairs and Maintenance	27,770			52
24,198	21,926	27,983	<b>BOND AND INSURANCE</b>	31,351			53
			<b>OTHER MATERIALS &amp; SERVICES:</b>				54
12,172	20,656	21,762	Dues and Fees	14,696			55
1,669	26,471	23,683	Other	32,563			56
0	2,000	2,000	Transfer to Source	2,000			57
0	-		In-Kind	-			58
<b>909,369</b>	<b>938,853</b>	<b>1,275,835</b>	<b>TOTAL MATERIALS AND SERVICES</b>	<b>1,561,006</b>	-	-	59
	207,894 are actuals of yellow items above		<b>GRANTS DISBURSED</b>	<b>10,000</b>			60
0	0	10,000					61
			<b>REVOLVING LOAN FUND:</b>				62
763,446	3,153,116	2,278,376	New Loans Made	2,079,563			63
105,977	43,507	108,117	IRP Payment-Principal Portion	109,198			64
15,403	17,984	13,263	IRP Payment-Interest Portion	12,181			65
5,695,708	6,942,178	5,213,031	Ending Available to be Loaned	4,525,973			66
<b>6,580,534</b>	<b>10,156,784</b>	<b>7,612,786</b>	<b>TOTAL REVOLVING LOAN FUND</b>	<b>6,726,915</b>	-	-	67
			<b>CAPITAL OUTLAY</b>	<b>458,812</b>			68
83,482	104,552	275,343	CARRYOVER - RESTRICTED	287,221			69
534,425	41,485	47,831	CARRYOVER - UNRESTRICTED	14,610			70
<b>617,907</b>	<b>146,037</b>	<b>323,175</b>	<b>TOTAL CARRYOVER</b>	<b>301,831</b>	-	-	71
<b>10,378,470</b>	<b>13,214,953</b>	<b>11,985,244</b>	<b>TOTAL EXPENDITURES</b>	<b>11,788,768</b>	<b>0</b>	<b>0</b>	72



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 ALL FUNDS BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	Z	AA	
	DESCRIPTION	320/E320 IRP	321/E321 IRP SH	322/E322 IRP WA	336/E336 EDA RLFs	337 EDA CARES ACT RLF	345/E345 RLF REG STRAT	350/E350 RBEG- OR	355/E355 RBEG-WA	357/E357 RBEG-KL/SK	370/E370 CDBG- MICRO ENT	372 MCEDD MICRO LOAN	371 E371 HOUSING RLF	373 USDA NSA RBEG	390 GEN LOAN FUNDS	552 OIB STAFFING	553 MHEA	101 PLANNING GRANT	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	E975 OIB AGENCY	TOTAL	1	
51	TRAVEL & CONFERENCES	850	100	100	500	1,000	300	300	-	-	-	-	750	-	1,400	1,250	200	5,000	24,842	2,000	1,500	2,800	-	42,892	51	
52	EVENT SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	1,989	27,825	-	-	-	-	29,814	52	
53	EQUIPMENT	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	15,102	-	994	-	16,096	53	
54	SUPPLIES	-	-	-	-	-	-	-	-	-	-	-	-	-	300	300	-	1,100	8,195	13,270	-	14,750	-	37,915	54	
55	PROFESSIONAL SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	55	
56	Legal	2,500	348	120	2,000	1,500	200	150	100	100	100	75	100	500	500	1,000	1,000	-	-	-	-	1,000	1,500	12,793	56	
57	Auditing	1,804	211	176	571	672	75	115	32	46	33	19	1,278	967	-	6,000	150	-	-	-	-	24,400	-	36,550	57	
58	Filing Fees	1,500	1,000	500	500	1,500	200	-	-	-	-	-	1,000	500	-	-	500	-	-	-	-	50	750	8,000	58	
59	Contractual	-	-	-	-	-	-	-	-	-	-	-	-	-	3,035	-	-	-	715,490	108,056	3,687	21,136	99,807	951,211	59	
60	Testing/Training/Screening	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	3,100	100	-	3,200	60	
61	VEHICLE COSTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	61	
62	Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	85,000	-	-	-	85,000	62	
63	Fuel	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	120,000	-	-	-	120,000	63	
64	Other Vehicle Costs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	64	
65	COMMUNICATIONS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	65	
66	Advertising	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	50	4,512	8,281	-	1,250	2,500	16,593	66	
67	Postage & Freight	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	100	-	-	1,500	-	1,600	67	
68	Printing	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	200	2,240	4,769	-	500	-	7,709	68	
69	Pubs & Subs	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	800	-	800	69	
70	Telephone & Networking	-	-	-	-	-	-	-	-	-	-	-	-	-	150	25	350	520	8,208	-	350	-	-	9,603	70	
71	BUILDING COSTS	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	71	
72	Rent	657	117	117	448	489	95	171	130	130	46	57	516	489	2,758	4,820	805	5,310	34,814	-	-	-	-	51,970	72	
73	Building Utilities & Janitorial	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,880	-	-	-	20,880	73	
74	Building Remodel -Transit Center	202	36	36	137	150	29	52	40	40	14	17	158	150	847	1,479	247	1,630	10,686	-	(15,951)	-	-	-	74	
75	Building Remodel - Allocation	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	75	
76	Building Repairs & Maintenance	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	27,770	-	-	-	27,770	76	
77	BOND AND INSURANCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	20,553	-	10,798	-	31,351	77	
78	OTHER MATERIALS & SERVICES	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	78	
79	Dues and Fees	265	200	100	100	100	20	-	-	-	75	100	300	-	-	-	4,400	360	1,150	-	7,326	200	14,696	79		
80	Other	74	9	7	33	39	4	7	2	3	2	92	92	6,000	-	-	-	-	23,000	3,200	-	-	-	32,563	80	
81	TRANSFER TO SOURCE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	2,000	-	-	-	2,000	81	
82	IN-KIND	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	82	
83	TOTAL MATERIALS AND SERVICES	7,852	2,020	1,155	4,290	5,450	924	795	304	319	196	335	3,994	8,906	8,840	14,999	2,928	20,029	852,584	443,339	(10,764)	87,754	104,757	1,561,006	83	
84		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	84
85	GRANTS DISTRIBUTED	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	10,000	10,000	85	
86	REVOLVING LOAN FUND	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	86	
87	New Loans Made	431,158	-	35,247	142,456	224,750	-	-	-	-	3,333	335,000	633,455	-	-	-	-	-	-	-	-	-	274,164	2,079,563	87	
88	Loan Principal	91,151	7,101	10,946	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	109,198	88	
89	Loan Interest	8,607	1,389	2,186	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	12,181	89	
90	Ending Loan Available Balance	551,435	19,665	148,354	402,384	61,033	160,494	281,016	81,881	121,964	108,949	3,889	963,533	104,712	-	-	-	-	-	-	-	-	1,516,665	4,525,973	90	
91	CAPITAL PURCHASE	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	458,812	-	-	-	458,812	91	
92	Carryover to FY26 (Restricted Funds)	-	-	(0)	-	-	-	-	-	-	-	-	-	-	-	-	-	1	189,416	97,803	-	-	287,221	92		
93	Carryover to FY26 (Unrestricted Funds)	59,031	(10,819)	(16,078)	-	28,407	(11,052)	-	-	-	-	-	-	-	29	359	-	6,267	(5,505)	(36,028)	-	-	-	14,610	93	
94	TOTAL DIRECT EXPENSES	1,165,230	22,199	184,652	560,037	331,538	152,679	285,976	85,359	125,456	110,268	17,396	1,306,637	758,972	76,002	132,393	22,900	149,324	1,895,973	2,275,924	11,644	212,628	1,905,586	11,788,770	94	
95		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	95	
96	FACILITY SPREAD - TRANSPORTATION	324	58	58	221	241	47	84	64	64	23	28	254	241	1,360	2,377	397	2,618	17,166	(25,625)	-	-	-	-	96	
97	FACILITY SPREAD - NON TRANSPORTATION	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	97
98	TRANSPORTATION ADMIN SPREAD	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	(0)	-	-	-	(0)	98	
99	LOAN FUNDS SPREAD	15,774	2,803	2,803	10,755	11,733	2,281	4,106	3,129	3,129	1,108	1,369	12,384	11,733	(83,106)	-	-	-	-	-	-	-	-	-	-	99
100	ADMIN SPREAD	1,368	243	243	933	1,018	198	356	271	271	96	119	1,074	1,018	5,744	10,038	1,677	11,058	72,502	104,400	-	(212,628)	-	-	100	
101	TL EXPENSES WITH INDIRECT	1,182,696	25,302	187,756	571,945	344,530	155,205	290,523	88,823	128,920	111,495	18,912	1,320,350	771,963	-	144,807	24,975	163,000	1,985,640	2,354,694	11,644	-	1,905,586	11,788,767	101	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 OPERATIONS BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X		
1	DESCRIPTION	320 IRP	321 IRP SHERMAN	322 IRP WA	336 EDA RLFS	337 EDA CARES ACT RLF	345 RLF REG STRAT	350 RBEG- OR	355 RBEG-WA	357 RBEG-KL/SK	370 CDBG- MICRO ENT	371 HOUSING RLF	372 MCEDD Micro Loan	373 USDA NSA RBEG	390 GEN LOAN FUNDS	552 OIB STAFFING	553 MHEA	101 PLANNING GRANT	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	TOTAL			
2	BEGINNING BALANCES																								2	
3	Loan Funds Available to Loan																									3
4	Restricted Carryover from FY24																		535,500	89,850				625,350	4	
5	Unrestricted Carryover from FY24	55,971	(11,164)	(16,372)	-	-	(11,098)				32,161	(4,871)				45,000			25,000	3,687				118,314	5	
6	<b>TOTAL FUND AVAIL FOR FY24</b>	<b>55,971</b>	<b>(11,164)</b>	<b>(16,372)</b>	<b>-</b>	<b>-</b>	<b>(11,098)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>32,161</b>	<b>(4,871)</b>	<b>-</b>	<b>-</b>	<b>45,000</b>	<b>-</b>	<b>-</b>	<b>535,500</b>	<b>114,850</b>	<b>3,687</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>743,664</b>	6	
7																										7
8	REVENUE																									8
9	Federal												633,455					80,000	407,646	1,209,037				2,330,138	9	
10	State																		617,540	833,256				1,450,796	10	
11	Local Match																	80,000	67,800	50,000	(87,500)			110,300	11	
12	Local Assessment																					95,455		95,455	12	
13	Contract Reimbursements															99,807	24,975		316,455	63,200				504,437	13	
14	Principal payments																									14
15	Loan Interest	146,515	17,230	14,172	30,219	53,443	2,314					56,700	528	72,280										393,401	15	
16	Loan Processing Fees	6,467	-	529	2,137	3,371	-					3,350	50	9,502										25,406	16	
17	Loan Filing Fees	1,500	1,000	500	500	1,500	200							2,250										8,450	17	
18	Loan Late Fees	2,000	100	50	350	-	-				100	-	50											2,650	18	
19	Transfer From/To Fund Source (MATCH)																		10,200	(288,308)				(278,108)	19	
20	Transfer From/To Fund Source (SUPPORT)																							317,278	20	
21	Other Revenue (incl Farebox)																	3,000	30,500	55,380				88,880	21	
22	In-Kind																									22
23	Invested Funds Interest	200	12	12	16,400	50	4,000	10,000	2,800	4,000	2,800	50,000	1,000	15										91,291	23	
24	<b>TOTAL REVENUE</b>	<b>156,682</b>	<b>18,342</b>	<b>15,263</b>	<b>49,606</b>	<b>58,365</b>	<b>6,514</b>	<b>10,000</b>	<b>2,800</b>	<b>4,000</b>	<b>2,900</b>	<b>111,050</b>	<b>1,628</b>	<b>717,502</b>	<b>-</b>	<b>99,807</b>	<b>24,975</b>	<b>163,000</b>	<b>1,450,141</b>	<b>2,239,844</b>	<b>7,957</b>	<b>-</b>	<b>-</b>	<b>5,140,375</b>	24	
25																										25
26	WAGES																									26
27	Executive Director				750	500	500	800	400	400	400	1,500	400	2,500	6,000	15,000	4,000	59,545	30,180	10,450	521	5,446		139,292	27	
28	Deputy Director of Economic Dev.																	13,500	75,042	-	6,791	2,000		97,333	28	
29	Finance Manager	1,000			1,000	1,000						1,000	50	1,000	17,500	15,222	1,585	7,150	14,965	17,000	5,026	14,175		97,673	29	
30	Loan Fund Manager	5,000	1,500	1,500	3,500	4,500	750	1,850	1,500	1,500	200	5,000	350	5,000	20,000	30,750	5,000		1,550	-	588	2,019		92,057	30	
31	Senior Project Manager - MC																		5,000	80,927	-	5,376	2,000		93,303	31
32	Senior Project Manager - KF																			93,852	5,000	386	2,000		101,238	32
33	Project Manager - LM																			86,250	-	1,750	2,003		90,003	33
34	Project Manager - JH																	5,000	80,120	-	3,676	2,048		90,844	34	
35	Innovation Proj Mgr -New																			76,863	-	5,765			82,628	35
36	Grants Program Mgr-New																			57,260	-	4,445	2,000		63,705	36
37	Loan Specialist-New	6,100	650	650	3,000	3,000	500	500	500	500	250	2,000	250	500	3,800	24,300	3,500			-	3,903	2,046		55,949	37	
38	Travel Trainer																			11,038	58,400	2,168			71,606	38
39	Transportation Operations Manager																							88,414	39	
40	Field Supervisor																							62,330	40	
41	Dispatch/Scheduler																							118,566	41	
42	Full Time Drivers																							453,403	42	
43	Part Time Drivers																							101,725	43	
44	Administrative Assistant														3,500	3,500	750	4,100	16,839	2,500	1,259	19,000		51,448	44	
45	Office Administrator																	3,500	16,300	5,500	2,546	39,715		67,561	45	
46	<b>Total Wages</b>	<b>12,100</b>	<b>2,150</b>	<b>2,150</b>	<b>8,250</b>	<b>9,000</b>	<b>1,750</b>	<b>3,150</b>	<b>2,400</b>	<b>2,400</b>	<b>850</b>	<b>9,500</b>	<b>1,050</b>	<b>9,000</b>	<b>50,800</b>	<b>88,772</b>	<b>14,835</b>	<b>97,795</b>	<b>641,186</b>	<b>923,288</b>	<b>44,200</b>	<b>94,452</b>	<b>-</b>	<b>2,019,077</b>	46	
47	Fringe Benefits	2,714	482	482	1,850	2,018	392	706	538	538	191	2,131	235	2,018	11,393	19,909	3,327	21,932	143,798	251,220	9,913	21,183		496,972	47	
48	Payroll Taxes	1,184	210	210	807	880	171	308	235	235	83	929	103	880	4,969	8,684	1,451	9,566	62,721	106,967	4,324	9,239		214,157	48	
49	<b>TOTAL PERSONNEL COSTS</b>	<b>15,997</b>	<b>2,842</b>	<b>2,842</b>	<b>10,907</b>	<b>11,899</b>	<b>2,314</b>	<b>4,165</b>	<b>3,173</b>	<b>3,173</b>	<b>1,124</b>	<b>12,560</b>	<b>1,388</b>	<b>11,899</b>	<b>67,162</b>	<b>117,364</b>	<b>19,613</b>	<b>129,294</b>	<b>847,705</b>	<b>1,281,475</b>	<b>58,436</b>	<b>124,874</b>	<b>-</b>	<b>2,730,207</b>	49	

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 OPERATIONS BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q	R	S	T	U	V	W	X	
1	DESCRIPTION	320 IRP	321 IRP SHERMAN	322 IRP WA	336 EDA RLFS	337 EDA CARES ACT RLF	345 RLF REG STRAT	350 RBEG- OR	355 RBEG-WA	357 RBEG-KL/SK	370 CDBG- MICRO ENT	371 HOUSING RLF	372 MCEDD Micro Loan	373 USDA NSA RBEG	390 GEN LOAN FUNDS	552 OIB STAFFING	553 MHEA	101 PLANNING GRANT	SPECIAL PROJECTS	TRANSPORTATION OPERATIONS	802/804 GENERAL FUND	801 ADMIN	TOTAL	1	
50																								50	
51	TRAVEL & CONFERENCES	850	100	100	500	1,000	300	300				750			1,400	1,250	200	5,000	24,842	2,000	1,500	2,800	42,892	51	
52	EVENT SERVICES																	1,989	27,825	-			29,814	52	
53	EQUIPMENT																			15,102		994	16,096	53	
54	SUPPLIES														300	300		1,100	8,195	13,270		14,750	37,915	54	
55	PROFESSIONAL SERVICES																		-	-			-	55	
56	Legal	2,500	348	120	2,000	1,500	200	150	100	100	100	100	75	500	500	1,000	1,000		-	-		1,000	11,293	56	
57	Auditing	1,804	211	176	571	672	75	115	32	46	33	1,278	19	967		6,000	150		-	-		24,400	36,550	57	
58	Filing Fees	1,500	1,000	500	500	1,500	200	-	-	-	-	1,000	-	500			500		-	-		50	7,250	58	
59	Contractual														3,035				715,490	108,056	3,687	21,136	851,404	59	
60	Testing/Training/Screening																		-	3,100		100	3,200	60	
61	VEHICLE COSTS																		-	-			-	61	
62	Repairs & Maintenance																			85,000			85,000	62	
63	Fuel																			120,000			120,000	63	
64	Other Vehicle Costs																						-	64	
65	COMMUNICATIONS																		-	-			-	65	
66	Advertising																	50	4,512	8,281		1,250	14,093	66	
67	Postage & Freight																		100	-		1,500	1,600	67	
68	Printing																	200	2,240	4,769		500	7,709	68	
69	Pubs & Subs																		-	-		800	800	69	
70	Telephone & Networking															150	25	350	520	8,208		350	9,603	70	
71	BUILDING COSTS																			-			-	71	
72	Rent	657	117	117	448	489	95	171	130	130	46	516	57	489	2,758	4,820	805	5,310	34,814				51,970	72	
73	Building Utilities & Janitorial																			-	20,880		20,880	73	
74	Building Remodel -Transit Ctr (Admin Only)	202	36	36	137	150	29	52	40	40	14	158	17	150	847	1,479	247	1,630	10,686		(15,951)		-	74	
75	Building Remodel - Allocation (515 E. 2nd)																							75	
76	Building Repairs & Maintenance																			27,770			27,770	76	
77	BOND AND INSURANCE																			20,553		10,798	31,351	77	
78	OTHER MATERIALS & SERVICES																			-			-	78	
79	Dues and Fees	265	200	100	100	100	20	-	-	-	-	100	75	300				4,400	360	1,150	7,326	14,496	79		
80	Other	74	9	7	33	39	4	7	2	3	2	92	92	6,000					23,000	3,200			32,563	80	
81	TRANSFER TO SOURCE																			2,000			2,000	81	
82	IN-KIND																			-			-	82	
83	TOTAL MATERIALS AND SERVICES	7,852	2,020	1,155	4,290	5,450	924	795	304	319	196	3,994	335	8,906	8,840	14,999	2,928	20,029	852,584	443,339	(10,764)	87,754	1,456,249	83	
84																								84	
85	GRANTS DISTRIBUTED																							-	85
86	REVOLVING LOAN FUND																							-	86
87	New Loans Made																							-	87
88	Loan Principal	91,151	7,101	10,946																				109,198	88
89	Loan Interest	8,607	1,389	2,186																				12,181	89
90	Loan Available Balance	12,550	1,541	(5,264)	22,500	(382)	705	493	(4,142)	(2,956)	354	79,582	(6,482)	683,706										782,203	90
91	CAPITAL PURCHASE																							458,812	91
92	Carryover to FY26 (Restricted Funds)	-	-	(0)	-	-	-	-	-	-	-	-	-	-	-	-	-	1	189,416	97,803	(36,028)		251,192	92	
93	Carryover to FY26 (Unrestricted Funds)	59,031	(10,819)	(16,078)		28,407	(11,052)					33,362				29	359		6,267	(5,505)			84,001	93	
94	TOTAL EX W/O INDIRECT	195,188	4,075	(4,213)	37,697	45,373	(7,110)	5,453	(664)	536	1,673	129,498	(4,759)	704,511	76,002	132,393	22,900	149,324	1,895,973	2,275,924	11,644	212,628	5,884,034	94	
95																									95
96	FACILITY SPREAD - TRANSPORTATION	324	58	58	221	241	47	84	64	64	23	254	28	241	1,360	2,377	397	2,618	17,166	(25,625)			-	96	
97																									97
98	TRANSPORTATION ADMIN SPREAD																			(0)			(0)	98	
99	LOAN FUNDS SPREAD	15,774	2,803	2,803	10,755	11,733	2,281	4,106	3,129	3,129	1,108	12,384	1,369	11,733	(83,106)								(0)	99	
100	ADMIN SPREAD	1,368	243	243	933	1,018	198	356	271	271	96	1,074	119	1,018	5,744	10,038	1,677	11,058	72,502	104,400		(212,628)	-	100	
101	TOTAL EXPENSES	212,654	7,178	(1,109)	49,606	58,365	(4,584)	10,000	2,800	4,000	2,900	143,211	(3,243)	717,502	-	144,807	24,975	163,000	1,985,639	2,354,694	11,644	-	5,884,038	101	



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 SPECIAL PROJECTS BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
1		<b>TOTAL SPECIAL PROJ BUDGET</b>	<b>534 Crystal Springs</b>	<b>ODOE C-REP Grant Admin</b>	<b>KL County ADO Grant</b>	<b>CL City Hall</b>	<b>5115 City of TD - Dog River</b>	<b>5116 Sherman Co Bus Barn</b>	<b>5118 CL EDA Substation</b>	<b>5011 CREA FINANCIAL SVCS</b>	<b>555 Northern Wasco Co. Parks &amp; Rec</b>	<b>206 ROI</b>	<b>208-Rural Capacity/ HB3395</b>	<b>209 Regional Innovation Hub</b>	<b>583 WSMA PubTalks</b>	<b>554 SHERMAN EDC</b>
40	Legal	-														
41	Auditing	-														
42	Filing Fees	-														
43	Contractual	715,490										65,550	100,000	51,000	1,840	
44	Testing/Training/Screening	-														
45	<b>COMMUNICATIONS</b>	-														
46	Advertising	4,512												1,142		
47	Postage & Freight	100					100									
48	Printing	2,240														
49	Pubs & Subs	-														
50	Telephone & Networking	520														
51	<b>BUILDING COSTS</b>	-														
52	Rent	34,814	85	223	1,032	168	464	157	326	212	416	2,068	5,301	7,145		1,602
53	Building Utilities & Janitorial	-														
54	Building Remodel -Transit Ctr (Admin Only)	10,686	26	68	317	52	142	48	100	65	128	635	1,627	2,193		492
55	Building Remodel - Allocation (515 E. 2nd)	-	-	-	-	-	-	-	-	-	-					
56	Building Repairs & Maintenance	-														
57	<b>BOND AND INSURANCE</b>	-														
58	<b>OTHER MATERIALS &amp; SERVICES</b>	-														
59	Dues and Fees	360														
60	Other	23,000										23,000				
61	<b>IN-KIND MATCH</b>	-														
62	<b>TOTAL EXPENSES W/O INDIRECT</b>	<b>1,700,289</b>	<b>2,214</b>	<b>5,712</b>	<b>27,468</b>	<b>4,493</b>	<b>12,237</b>	<b>4,245</b>	<b>8,422</b>	<b>5,433</b>	<b>10,678</b>	<b>149,297</b>	<b>238,999</b>	<b>260,451</b>	<b>8,040</b>	<b>42,240</b>
63	<b>Trans Facility Spread</b>	17,166	42	110	509	83	229	78	161	104	205	1019	2614	3523		790
64	<b>ADMIN SPREAD</b>	72,502	176	464	2,148	351	967	328	678	441	867	4,306	11,039	14,879		3,336
65	<b>TOTAL EXPENSES</b>	<b>1,789,957</b>	<b>2,432</b>	<b>6,285</b>	<b>30,125</b>	<b>4,927</b>	<b>13,432</b>	<b>4,650</b>	<b>9,261</b>	<b>5,978</b>	<b>11,750</b>	<b>154,623</b>	<b>252,652</b>	<b>278,853</b>	<b>8,040</b>	<b>46,365</b>
66	Carryover to FY26 (Restricted Funds)	189,416	68	(35)	(125)	73	568	350	(261)			(26,123)	146,348	3,147		
67	Carryover to FY26 (Unrestricted Funds)	6,267								22	55				0	1,135





**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 SPECIAL PROJECTS BUDGET**

	A	Q	R	S	T	U	V	W	X	Y	Z	AA	AB
1		559 WASCO EDC	582 Hood River EDG	549 HR ENT ZONE	550 BROADBAND SUPPORT	211 CPACE Admin	551 BROWNFIELDS ASSESSMENT	5571 GTA STAFF	574 HR ENERGY PLAN	5711 Mobility Mgmt/ Transit Strategy	587 Transportation Options	590 Gorge Pass Marketing / Outreach	1
40	Legal												40
41	Auditing												41
42	Filing Fees												42
43	Contractual						200,000		350	148,000	21,000	127,750	43
44	Testing/Training/Screening												44
45	<b>COMMUNICATIONS</b>												45
46	Advertising	150						500		720	2,000		46
47	Postage & Freight							-					47
48	Printing							500		740	1,000		48
49	Pubs & Subs												49
50	Telephone & Networking								20	500			50
51	<b>BUILDING COSTS</b>												51
52	Rent	2,629	273	163	624	-	842	1,696	2,851	4,387	1,617	486	52
53	Building Utilities & Janitorial												53
54	Building Remodel -Transit Ctr (Admin Only)	807	84	50	192	-	258	521	875	1,347	496	149	54
55	Building Remodel - Allocation (515 E. 2nd)												55
56	Building Repairs & Maintenance												56
57	<b>BOND AND INSURANCE</b>												57
58	<b>OTHER MATERIALS &amp; SERVICES</b>												58
59	Dues and Fees									360			59
60	Other												60
61	<b>IN-KIND MATCH</b>												61
62	<b>TOTAL EXPENSES W/O INDIRECT</b>	<b>69,140</b>	<b>7,246</b>	<b>4,179</b>	<b>17,020</b>	<b>-</b>	<b>222,592</b>	<b>50,018</b>	<b>75,005</b>	<b>267,379</b>	<b>66,495</b>	<b>141,222</b>	<b>62</b>
63	Trans Facility Spread	1296	135	80	308	0	415	836	1406	2163	797	240	63
64	ADMIN SPREAD	5,474	568	339	1,300	-	1,753	3,532	5,936	9,136	3,368	1,012	64
65	<b>TOTAL EXPENSES</b>	<b>75,911</b>	<b>7,949</b>	<b>4,599</b>	<b>18,628</b>	<b>-</b>	<b>224,760</b>	<b>54,386</b>	<b>82,347</b>	<b>278,678</b>	<b>70,660</b>	<b>142,474</b>	<b>65</b>
66	Carryover to FY26 (Restricted Funds)				60,372	-	1,763		1,653	1,444	340	26	66
67	Carryover to FY26 (Unrestricted Funds)	4,089	451	401		-		114					67



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 TRANSPORTATION BUDGET**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O
1	DESCRIPTION	TOTAL TRANSPORTATION OPERATIONS	601 TRANS GENERAL FUND	603 ODOT Operations/Dial A Ride	604 Brokerage Rides	607 Wasco Co 5310 Support (Purchased Svcs)	608 Facility	611 Bus/Bus Shelters and PUD	612 STIF Transportation Package	613 Deviated Fixed Route	614 ODOT Vehicle Grants	618 TD to Hood River Run	Native American Daily Shuttle	690 Transportation Admin	1
43	TRAVEL & CONFERENCES	2,000							1,000					1,000	43
44	EVENT SERVICES	-							-						44
45	EQUIPMENT	15,102					9,252		3,000					2,850	45
46	SUPPLIES	13,270					3,550		6,250					3,470	46
47	PROFESSIONAL SERVICES	-							-						47
48	Legal	-							-						48
49	Auditing	-							-						49
50	Filing Fees	-							-						50
51	Contractual	108,056	3,500				24756	58,300	13,000	1,000		500		7,000	51
52	Testing/Training/Screening	3,100		758	49				76	1,248		818	152		52
53	VEHICLE COSTS	-							-						53
54	Repairs & Maintenance	85,000		20,774	1,334				2,085	34,218		22,421	4,167		54
55	Fuel	120,000		29,328	1,884				2,944	48,308		31,654	5,883		55
56	Other Vehicle Costs	-							-						56
57	COMMUNICATIONS	-							-						57
58	Advertising	8,281							4,281	3,500				500	58
59	Postage & Freight	-							-						59
60	Printing	4,769		250					3,019	1,000		500			60
61	Pubs & Subs	-							-						61
62	Telephone & Networking	8,208					5,628		-					2,580	62
63	BUILDING COSTS	-							-						63
64	Rent	-							-						64
65	Building Utilities & Janitorial	20,880					18,000		-	2,880					65
66	Building Remodel - Allocation	-					-		-						66
67	Building Repairs & Maintenance	27,770					27,770		-						67
68	BOND AND INSURANCE	20,553					4,983		-					15,570	68
69	OTHER MATERIALS & SERVICES	-							-						69
70	Dues and Fees	1,150		100					-					1,050	70
71	Other	3,200							3,200						71
72	TRANSFER TO SOURCE	2,000							-					2,000	72
73	IN-KIND	-							-						73
74	GRANTS DISTRIBUTED	-							-						74
75	REVOLVING LOAN FUND	-							-						75
76	New Loans Made	-							-						76
77	Loan Principal	0							-						77
78	Loan Interest	0							-						78
79	Ending Loan Available Balance	-							-						79
80	CAPITAL PURCHASE	458,812							-		458,812				80
81	TOTAL EX W/O INDIRECT	2,183,626	42,034	582,160	11,540	-	93,939	58,300	191,872	485,609	458,812	134,701	26,346	98,313	81
82															82
83	FACILITY SPREAD - TRANSPORTATION	(25,625)		11,848	185	0	-51,970	0	3,414	8,780	0	1,759	360		83
84	TRANSPORTATION ADMIN SPREAD	(0)		46,767	729	0	0	0	13,731	34,672	0	6,192	1,476	-103,567	84
85	LOAN FUNDS SPREAD	-	-									0	0		85
86	ADMIN SPREAD	104,400		44,790	698	0	0	0	13,145	33,192	0	5,927	1,393	5,255	86
87	TOTAL EXPENSES	2,262,396	42,034	685,566	13,152	-	41,970	58,300	222,158	562,252	458,812	148,578	29,576	-	87
88	Carryover to FY26 (Restricted Funds)	97,803		9,331			32,150	8,200	(443)	49,468	-	(2,907)	2,003	-	88
89	Carryover to FY26 (Unrestricted Funds)	(5,505)	(5,354)		(152)	-		-		-	-	-	-	-	89



**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
FY25 TRANSPORTATION BUDGET - 612 STIF Transportation Package Detail**

	A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P	Q
1	DESCRIPTION	Total STIF Budget	61201 Admin Support for STIF	61203 High School Transit Training/Free Passes	61204 Spanish Language Outreach	61206 Expanded Marketing	61207 MM Transit Support	61208 Dial-a-Ride	61210 Service to Smaller Communities	61211 Bus Shelters & Bike Racks	61218 HR-TD Run	61222 Grant Match Reserve (new code)	61219 Vanpool Support	61213 Deviated Fixed Route	61220 Fare Subsidy	61221 Fleet and Tech	1
43	<b>TRAVEL &amp; CONFERENCES</b>	1,000					1,000										43
44	<b>EVENT SERVICES</b>	-															44
45	<b>EQUIPMENT</b>	3,000								3,000							45
46	<b>SUPPLIES</b>	6,250		700			5,550										46
47	<b>PROFESSIONAL SERVICES</b>	-															47
48	Legal	-															48
49	Auditing	-															49
50	Filing Fees	-															50
51	Contractual	13,000		-						1,000			12,000				51
52	Testing/Training/Screening	76							76								52
53	<b>VEHICLE COSTS</b>	-															53
54	Repairs & Maintenance	2,085							2,085								54
55	Fuel	2,944							2,944								55
56	Other Vehicle Costs	-															56
57	<b>COMMUNICATIONS</b>	-															57
58	Advertising	4,281		501	2,060	1,000			720								58
59	Postage & Freight	-															59
60	Printing	3,019		480	1,289	1,000			250								60
61	Pubs & Subs	-															61
62	Telephone & Networking	-															62
63	<b>BUILDING COSTS</b>	-															63
64	Rent	-															64
65	Building Utilities & Janitorial	-															65
66	Building Remodel - Allocation	-															66
67	Building Repairs & Maintenance	-															67
68	<b>BOND AND INSURANCE</b>	-															68
69	<b>OTHER MATERIALS &amp; SERVICES</b>	-															69
70	Dues and Fees	-															70
71	Other	3,200		3,200													71
72	<b>IN-KIND</b>	-															72
73	<b>GRANTS DISTRIBUTED</b>	-															73
74	<b>REVOLVING LOAN FUND</b>	-															74
75	New Loans Made	-															75
76	Loan Principal	-															76
77	Loan Interest	-															77
78	Ending Loan Available Balance	-															78
79	<b>CAPITAL PURCHASE</b>	-								-							79
80	Carryover to FY26 (Restricted Funds)	(4,000)								(4,000)							80
81	Carryover to FY26 (Unrestricted Funds)	4,133	4	2,244			1,562		323	-							81
82	<b>TOTAL EX W/O INDIRECT</b>	<b>191,427</b>	<b>38,765</b>	<b>10,355</b>	<b>4,731</b>	<b>2,000</b>	<b>91,557</b>	-	<b>32,019</b>	-	-	-	<b>12,000</b>	-	-	-	82
83																	83
84	<b>TRANSPORTATION FACILITY SPREAD</b>	3,414	872	73	30	-	1,878	-	561	-			-	-	-		84
85	<b>TRANSPORTATION ADMIN SPREAD</b>	13,731	3,508	292	122	-	7,551	-	2,258	-			-	-	-		85
86	<b>LOAN FUNDS SPREAD</b>																86
87	<b>ADMIN SPREAD</b>	13,145	3,358	280	117	-	7,229	-	2,161	-			-	-	-		87
88	<b>TOTAL EXPENSES</b>	<b>221,715</b>	<b>46,500</b>	<b>11,000</b>	<b>5,000</b>	<b>2,000</b>	<b>108,215</b>	-	<b>37,000</b>	-	-	-	<b>12,000</b>	-	-	-	88

# SALARY SCALE FY25

All positions: 3.5% COLA. Deputy Director: 6.5% Market rate adjustment. All other positions: 1.5% Market rate adjustment.

## Executive Director

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$103,284	\$108,447	\$113,869	\$119,564	\$125,543	\$131,820
<i>FY25-Proposed</i>	\$108,448	\$113,869	\$119,562	\$125,542	\$131,820	\$138,411

## Deputy Director

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$79,984	\$83,985	\$88,185	\$92,592	\$97,222	\$102,082
<i>FY25-Proposed</i>	\$87,982	\$92,382	\$97,001	\$101,851	\$106,943	\$112,290

## Finance Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$79,984	\$83,985	\$88,185	\$92,592	\$97,222	\$102,082
<i>FY25-Proposed</i>	\$83,983	\$88,182	\$92,591	\$97,221	\$102,082	\$107,186

## Senior Project Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$74,989	\$78,738	\$82,675	\$86,809	\$91,148	\$95,706
<i>FY25-Proposed</i>	\$78,738	\$82,675	\$86,809	\$91,150	\$95,707	\$100,492

## Loan Fund Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$72,538	\$76,057	\$79,748	\$83,626	\$87,697	\$91,970
<i>FY25-Proposed</i>	\$76,165	\$79,973	\$83,972	\$88,170	\$92,579	\$97,208

## Project Manager, Mobility Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$71,417	\$74,989	\$78,738	\$82,675	\$86,809	\$91,148
<i>FY25-Proposed</i>	\$74,988	\$78,737	\$82,674	\$86,808	\$91,148	\$95,706

## Transportation Operations Manager

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$67,723	\$71,110	\$74,663	\$78,397	\$82,318	\$86,433
<i>FY25-Proposed</i>	\$71,109	\$74,665	\$78,398	\$82,318	\$86,434	\$90,755

## Program Manager, Travel Trainer

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$55,062	\$57,816	\$60,706	\$63,740	\$66,928	\$70,273
<i>FY25-Proposed</i>	\$57,815	\$60,706	\$63,741	\$66,928	\$70,275	\$73,788

## Office Administrator

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$53,916	\$56,613	\$59,444	\$62,416	\$65,537	\$68,813
<i>FY25-Proposed</i>	\$56,612	\$59,442	\$62,415	\$65,535	\$68,812	\$72,253

**Field Supervisor**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$52,428	\$55,049	\$57,800	\$60,691	\$63,726	\$66,912
<i>FY25-Proposed</i>	\$55,049	\$57,801	\$60,691	\$63,726	\$66,912	\$70,258
Hrly	\$28.23	\$29.64	\$31.12	\$32.68	\$34.31	\$36.03

**Assistant Project Manager**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$51,760	\$54,349	\$57,066	\$59,919	\$62,915	\$66,061
<i>FY25-Proposed</i>	\$54,348	\$57,065	\$59,919	\$62,915	\$66,060	\$69,363
Hrly	\$27.87	\$29.26	\$30.73	\$32.26	\$33.88	\$35.57

**Loan Specialist**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
<i>FY25-Proposed</i>	\$50,777	\$53,315	\$55,981	\$58,780	\$61,719	\$64,805
Hrly	\$26.04	\$27.34	\$28.71	\$30.14	\$31.65	\$33.23

**Administrative Assistant**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$40,448	\$42,470	\$44,594	\$46,824	\$49,165	\$51,623
<i>FY25-Proposed</i>	\$42,470	\$44,594	\$46,824	\$49,165	\$51,623	\$54,204
Hrly	\$21.78	\$22.87	\$24.01	\$25.21	\$26.47	\$27.80

**Lead Driver**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$39,122	\$41,078	\$43,132	\$45,289	\$47,552	\$49,939
<i>FY25-Proposed</i>	\$41,078	\$43,132	\$45,289	\$47,553	\$49,931	\$52,427
Hrly	\$21.07	\$22.12	\$23.22	\$24.39	\$25.61	\$26.89

**Dispatch/Scheduler**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$37,996	\$39,896	\$41,891	\$43,985	\$46,192	\$48,502
<i>FY25-Proposed</i>	\$39,896	\$41,891	\$43,985	\$46,184	\$48,494	\$50,918
Hrly	\$20.46	\$21.48	\$22.56	\$23.68	\$24.87	\$26.11

**Driver**

	Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
FY24	\$37,259	\$39,128	\$41,073	\$43,132	\$45,289	\$47,552
<i>FY25-Proposed</i>	\$39,122	\$41,078	\$43,132	\$45,289	\$47,553	\$49,931
Hrly	\$20.06	\$21.07	\$22.12	\$23.22	\$24.39	\$25.61



# BENEFITS PLAN

## MEDICAL COVERAGE

Based on 3.2% for Medical, 6% for VSP, 3.3% Dental

Covers	Plan (s)	Deductible	Rider	Rider	Rider
All Eligible Employees	Copay E RX4	\$250	Vision VSP-A	Alt. Care - Copay Plan	Well Baby N/A
<i>Cost of Plan</i>		Emp Only	Emp + SP	Emp + Family	
Monthly Employer Share		772.71	1,198.49	1,481.10	
Monthly Employee Share			425.78	708.39	
Total			1,624.27	2,189.48	
Annual Employer Share		9,272.52	14,381.88	17,773.14	
Annual Employee Share			5,109.36	8,500.62	

## Dental

Covers	Plan	Deductible		
All Employees	Dental II	\$0		
<i>Cost of Plan</i>		Emp Only	Emp + SP	Emp + Family
Monthly Employer Share		48.51	66.51	98.48
Monthly Employee Share			18.00	49.97
Total		48.51	84.50	148.44
Annual Employer Share		582.12	798.06	1,181.70
Annual Employee Share			215.94	599.58

## Life Coverages - Employer Provided (based on eligibility/FTE)

Life 1.5 X Salary - Covers: all employees  
 AD & D Matching life amount - Covers: all employees  
 LTD 50% of salary - Covers: all employees

## Retirement - Employer Provided

Employees receive 8.75% of annual salary placed in existing 457(b) Program.

## Premium Only Section 125 Plan

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

## Healthcare / Dependent Care Flexible Spending Account

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

# Local Assessment - FY 25

2022 Census Bureau Estimate	PER CAPITA
	\$0.92

## COUNTIES

Hood River (Unincorp.)	14,305	\$13,161
Sherman	1,947	\$1,791
Wasco (Unincorp.)	9,032	\$8,309
Klickitat (Unincorp.)	16,533	\$15,210
Skamania (Unincorp.)	9,454	\$8,698
<b>TOTAL COUNTIES</b>		<b>\$47,169</b>

## CITIES

Antelope	37	\$34
Dufur	637	\$586
Maupin	420	\$386
Mosier	466	\$429
Shaniko	31	\$29
The Dalles	15,932	\$14,657
Cascade Locks	1,378	\$1,268
Hood River	8,352	\$7,684
North Bonneville	1,409	\$1,296
Stevenson	1,592	\$1,465
Bingen	774	\$712
Goldendale	3,434	\$3,159
White Salmon	2,562	\$2,357
<b>TOTAL CITIES</b>		<b>\$34,062</b>

PER PORT
<b>\$3,533</b>

## PORTS

Hood River	\$3,533
The Dalles	\$3,533
Klickitat	\$3,533
Skamania	\$3,533
Cascade Locks	\$3,533
<b>TOTAL PORTS</b>	<b>\$17,665</b>

**TOTAL LOCAL DUES** **\$98,896**

## MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

### Budget Acronyms FY25

**CDBG**– Community Development Block Grant (a MCEDD microenterprise loan fund)  
**CL** – Cascade Locks  
**COLA** – Cost of Living Adjustment  
**CPACE**- Commercial Property Assessed Clean Energy  
**CREA** – Community Renewable Energy Association (contracts with MCEDD)  
**EDA** – U.S. Economic Development Administration  
**EDC** – Economic Development Commission (Wasco, Sherman)  
**EDG** – Economic Development Group (Hood River)  
**HR Ent Zone** – Hood River Enterprise Zone  
**HB3395** – House Bill 3395, One-time funds from Oregon to support grant writing activities  
**GTA** – Gorge Technology Alliance (contracts with MCEDD)  
**IRP** – Intermediary Relending Program (a set of MCEDD loan funds)  
**MCEDD** – Mid-Columbia Economic Development District  
**MHEA** – Mount Hood Economic Alliance (contracts with MCEDD)  
**MM** – Mobility Management  
**NADO** – National Association of Development Organizations  
**NSA**- National Scenic Area  
**ODOE C-REP** – Oregon Dept. of Energy Community Renewable Energy Grant Program  
**ODOT**– Oregon Department of Transportation  
**OIB** – Oregon Investment Board (contracts with MCEDD)  
**PTO** – Personal Time Off  
**RBEG** – Rural Business Enterprise Grant (a MCEDD loan fund)  
**REG STRAT** – Regional Strategies (a MCEDD loan fund)  
**RLF** – Revolving Loan Fund  
**ROI** – Rural Opportunities Fund, a grant fund from Business Oregon  
**SAIF** – State Accident Insurance Fund (worker’s comp)  
**SDAO** – Special Districts Association of Oregon  
**STIF** – Statewide Transportation Improvement Fund (a funding source for transportation)  
**TD** – The Dalles  
**USDA** – US Department of Agriculture  
**WSDOT**- Washington State Department of Transportation  
**WSMA** – Washington State Microenterprise Association