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Meeting ID: 955 7895 4744

Passcode: 727312

AGENDA

Board of Directors

Mid-Willamette Valley Council of Governments

Tuesday, December 14, 2021

3:30 P.M. – 5:30 P.M.

Via Zoom

CONTACT: Scott Dadson, Executive Director, 503-540-1601

CHAIR: Councilor Sal Peralta, City of McMinnville

VICE CHAIR: Tribal Councilwoman Lisa Leno, Confederated Tribes of Grand Ronde

A. CALL TO ORDER – *Sal Peralta, Chair*

B. INTRODUCTIONS – *Sal Peralta, Chair*

C. PUBLIC COMMENT *(This time is reserved for questions or comments from persons in the audience)*

E. CONSENT CALENDAR *(All items on the Consent Calendar will be approved by one vote unless an item is withdrawn for discussion at the request of a Board member. Members may have an item withdrawn by notifying the Chair at the meeting. The item will be removed by the Chair for discussion and a separate motion will be required to take action on the item in question.)*

- 1. Minutes of September 21, 2021, meeting of the Board of Directors** **pg. 3-6**
Requested Action: Approve minutes
- 2. Approve MWVHA ORS190/MWVCOG Agreement Amendment #1** **pg. 7-11**
Requested Action: Motion to Approve and Authorize the Executive Director to sign Amendment #1 to the Agreement between the Mid-Willamette Valley Homeless Alliance ORS 190 Entity and MWVCOG.
- 3. Adopt 2022 Meeting Schedule** **pg. 12**
Requested Action: Motion to Adopt the meeting schedule for the 2022 calendar year.
- 4. Adopt Fund Balance Target for FY 2022-23** **pg. 13-15**
Requested Action: Motion to Adopt Resolution 2021-11.

F. INFORMATIONAL ITEMS

- 1. Financial Report** **pg. 16-18**
Information only.
- 2. Department Activity Reports** **pg. 19-31**
Information only. Reports from the Community Development Department, Transportation Department, and Small Business Loan Program.
- 3. Legislative Policy Update – *Legislative Policy Subcommittee***

G. ACTION ITEMS

- 1. Adopt Legislative Policy for 2022** **pg. 32-41**
Requested Action: Motion to Adopt Legislative Policy for 2022
- 2. Adopt Member Dues/EDD Assessment FY 2022-23** **pg. 42-46**
Requested Action: Motion to Adopt Member Dues and EDD Assessment for FY 2022-23
- 3. Public Hearing on Supplemental Budget for 2021-2022** **pg. 47-57**
 - A. Supplemental Budget for Fiscal Year 2021-2022
 - B. Supplemental Budget Message – *Scott Dadson*
 - C. Public Testimony
 - D. Discussion
 - E. Amendments
 - F. Resolution 2021-12 Adopting Supplemental Budget and Summary of Proposed Supplemental Budget
- 4. Election of Officers for 2022** **pg. 58**
Requested Action: Motion to Elect officers for the 2022 calendar year based upon the recommendations of the Executive Committee.

H. EXECUTIVE DIRECTOR’S REPORT

- 1. Annual Meeting Planning Update**

I. BOARD DISCUSSION/ROUNDTABLE *(This is an opportunity for Board members to introduce subjects not on the agenda and report on happenings in their respective jurisdictions.)*

J. ADJOURNMENT

**NEXT MEETING: Annual Dinner
Wednesday, February 16, 2022
Webinar Format (Details in Process)**

The Mid-Willamette Valley Council of Governments is pleased to comply with the Americans with Disabilities Act (ADA). If you need special accommodations to attend this meeting, please contact Denise VanDyke at (503) 588-6177 at least 48 hours prior to the meeting. Hearing impaired, please call Oregon Telecommunications Relay Service, 7-1-1. Thank you

MINUTES OF SEPTEMBER 21, 2021

MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS BOARD OF DIRECTORS

VIA Zoom

MEMBERS PRESENT

CHAIR: Councilor Sal Peralta, City of McMinnville

VICE CHAIR: Lisa Leno, Tribal Council Member, Confederated Tribes of Grand Ronde

Jackie Franke, Member, Chemeketa Community College Board of Education

Jeremy Gordon for Commissioner Mike Ainsworth, Polk County

Commissioner Casey Kulla, Yamhill County

Mayor Brian Dalton, City of Dallas

Mayor Cathy Clark, City of Keizer

Mayor Rick Rogers, City of Newberg

Mayor Chuck Bennett, City of Salem

Mayor John McArdle, Independence, representing Small Cities of Polk County

Mayor Jim Kingsbury, Sublimity, representing Small Cities of Marion County

Ian Davidson, Salem-Keizer Transit District Board

Ashley Carson Cottingham for Sheronne Blasi, Member, Salem-Keizer School Dist. Board of Directors

Lisa Rogers, Board Member, Chehalem Park and Recreation District

MEMBERS ABSENT

Commissioner Danielle Bethell, Marion County

Councilor Roxanne Beltz, City of Monmouth

Mayor Eric Swenson, City of Woodburn

Mayor Linda Watkins, Carlton, representing Small Cities of Yamhill County

Terry Hsu, Director, Marion Soil & Water Conservation District

Frank W. Pender, Jr., Board Member, Willamette Education Service District (WESD)

OTHERS PRESENT

Scott Dadson, Executive Director

Renata Wakeley, Community Development Director

Mike Jaffe, Transportation Director

Amber Mathiesen, Finance Director

Denise VanDyke, Admin. Specialist II

CALL TO ORDER & INTRODUCTIONS

Chair Councilor Sal Peralta called the meeting to order at 4:40 p.m. Attendance and the presence of a quorum were noted.

CONVENING – HOMELESSNESS IN THE MID-WILLAMETTE VALLEY

Mr. Dadson outlined the series of regional convening and the purpose to board members. Presentation and convening occurred until 4:40 p.m., which was led by Janet Carlson, Board Administrator for the Mid-Willamette Valley Homeless Alliance. Councilor Peralta expressed appreciation to Ms. Carlson and the participants for sharing their expertise and for their hard work.

PUBLIC COMMENT

None.

CONSENT CALENDAR

MOTION: By Mayor McArdle, **SECONDED** by Mayor Rogers, to **APPROVE THE CONSENT CALENDAR, AS PRESENTED.**

1. *MINUTES OF June 15, 2021, MEETING OF THE BOARD OF DIRECTORS*
2. *RATIFY APPOINTMENTS TO THE VDI AND RLF LOAN BOARDS*

Discussion: None. Motion carried.

IN FAVOR: Gordon, Franke, Peralta, Leno, Dalton, Clark, R. Rogers, Bennett, McArdle, Davidson, Kulla, L. Rogers and Kingsbury. **OPPOSED:** None. **ABSTAINED:** None.

INFORMATIONAL ITEMS

1. **Legislative Policy Update** – Mr. Peralta reported subcommittee members are in this meeting. They have been meeting on Wednesday mornings at 7:00 a.m. every other week. They are looking at changing the meeting time to Monday or Friday at Noon. This committee was established to oversee the work of our lobbyists and to engage on the COG's behalf on the general priorities we have adopted. The convening today is the first one, and the committee hopes to involve more legislative staff and policy makers. Six priorities were identified in the last legislative session and five passed. Mayor Clark said it is helpful to take time and look over how we can be proactive. She encouraged collaboration. Mr. Davidson added that convenings are an outgrowth of the legislative committee, and he is very optimistic that these meetings will be well-attended, informative and will help focus our organizational priorities.
2. **Financial Report** - Ms. Mathiesen stated that an annual financial audit is taking place. A financial software transition to QuickBooks is underway, as well as writing procedures for each area of accounting to establish standardized processes. We now offer extended services to our members, including electronic invoicing, which has been well-received. Ms. Mathiesen shared graphical examples of reports; examples included the ability to show accounts receivables, expenses, revenues, and cash flow.
3. **Department Activity Reports** - Ms. Wakeley provided an update on the Community Development Department report. She reported that we continue to support our members in various applications to the economic development administration with coronavirus-related funds and NOFA awards. She welcomed Sarah Allaben, our newest Rural Assistance for Rural Environments (RARE) participant. Ms. Wakeley reviewed the high points of the Community Development update. Ms. Wakeley also referenced Amy Dixon, Associate Planner with MWVCOG, who is helping the cities of Newberg, Dundee, and McMinnville, with needed assistance during their planning staff transitions.

Mike Jaffe shared highlights of the Transportation Program update. He said it is a busy project plan season right now for MWACT and SKATS. Cherriots in Salem started their regional long-range transit plan for services within the Salem-Keizer area and to the Marion-Polk County region. The GIS Department is providing services for redistricting for cities in special districts. We will be doing redistricting for the transit district, City of Salem, and reaching out to other cities. There is no information yet regarding an update on I-5 at McKay Road.

Mr. Dadson gave the Business Lending Program Services Department report, and updated and reviewed the COG Board, which has a revolving loan funds sub-board, called the Valley

Development Initiatives (VDI). Within that board are our loan programs. The COG board has the Revolving Loan Fund (RLF), so there are two sets that are within our Business Lending Program. He stated there is much competition from banks regarding obtaining recruits. We currently have the services of Alison Boswell on a part-time basis, Mr. Dadson and Ms. Wakeley, and from partner COGs and CCD.

Mayor Rogers said that many cities have ARPA money and would like to distribute in the forms of loans or grants and asked if that is something COG would be interested in being involved with. Mr. Dadson said yes, we would be happy to assist, can have a conversation about that and to see if something could work to benefit our members.

4. Executive Committee Report on Executive Director Six-Month Evaluation

Mr. Peralta said that the Executive Committee reviewed the six-month evaluation of the executive director and explained decisions. He stated that the adequacy of the review essentially ends a temporary employment period and triggered a six percent benefit increase that the board implemented as policy in 2020, that is intended to match the copayment that Oregon public employers pay to cover retirement benefits for their employees. The future executive director reviews will include a 360-performance review to have a more formal and professional process. Mr. Dadson expressed his thanks to the board, and that he is glad to be here. There is a lot of work ahead, and currently doing three city administrator recruitments with others starting. Mr. Dadson addressed what we can do at a regional level to heighten that issue. The Legislative Committee has made a commitment as to how we raise the profile of the Mid-Willamette region, and to create a regional conversation around each program to work together as a region to identify issues, solve problems and to heighten the awareness of both issues and possible solutions. Mr. Dadson said we have a great staff who are dedicated and have great ideas as to how we can help and serve.

ACTION ITEMS

1. Procurement Review Board, AV System for COG Facilities

Mr. Dadson said the COG board is the procurement review board. EDA money is available and will add camera, microphone, speaker, and video equipment, which will help with hybrid meetings.

MOTION by Mayor Clark, **SECONDED** by Mayor Rogers, **PER STAFF RECOMMENDATION THAT THE BOARD SPEND/ALLOCATE \$25,000 TO IMPROVE THE AV SYSTEM.**

Discussion: None.

Motion carried.

IN FAVOR: Gordon, Franke, Peralta, Leno, Dalton, Clark, R. Rogers, Bennett, McArdle, Davidson, Kulla, L. Rogers and Kingsbury. **OPPOSED:** None. **ABSTAINED:** None.

2. Personnel Manual Update

Mr. Dadson discussed the annual update and reviewed the list of changes, including flex time clarified for equity purposes.

MOTION by Mayor Kingsbury, **SECONDED** by Mr. Davidson, to **APPROVE RESOLUTION 2021-10 TO UPDATE THE EMPLOYEE HANDBOOK.**

Discussion: None.

Motion carried.

IN FAVOR: Gordon, Franke, Peralta, Leno, Dalton, Clark, R. Rogers, Bennett, McArdle, Davidson, Kulla, L. Rogers and Kingsbury. **OPPOSED:** None. **ABSTAINED:** None.

3. Appointment of Annual Dinner Planning Committee

The annual dinner planning committee has been appointed. Ms. Franke, Mayor McArdle, Mayor Rogers, and Mayor Kingsbury volunteered in addition to the executive committee.

EXECUTIVE DIRECTOR'S REPORT

Mr. Dadson reported we are doing a lot of work on behalf of our towns in the region to search for administrators and we are here to assist the region. Kudos to Marion County for stepping up in the canyon because of the wildfires. He expressed his amazement as to how much can be done with so little resources in our region. The next convenings are on housing and emergency management. A Legislative breakfast will take place in spring of 2022.

BOARD DISCUSSION/ROUNDTABLE

Ms. Franke said that things are going well at Chemeketa Community College, and they have adapted to Covid protocols. Today's convening was excellent, and Mr. Dadson is proving we made a good decision in hiring him.

Mayor McArdle asked to please share how to share the convening video. Mr. Dadson said we will create a YouTube channel.

Mayor Dalton thanked COG for help with the Mayors' Dinner.

Mr. Davidson reported that on September 5, 2021, Cherriots started Sunday service for the first time. In addition, there is also holiday service, except Christmas, Thanksgiving and New Year's Day.

ADJOURNMENT

Hearing no further business, Chair Peralta adjourned the meeting at 5:28 p.m.

Scott Dadson, Executive Director

AMENDMENT

To the Intergovernmental Agreement made between:

**the ORS 190 ENTITY ("ORS 190 Entity") and the MID-WILLAMETTE VALLEY COUNCIL OF
GOVERNMENTS ("Provider")**

concerning the Mid-Willamette Valley Homeless Alliance ("Alliance")

1. Section 1.2.2 is amended as follows:

1.2.2 Each policy of such insurance shall be on an "occurrence" and not a "claims made" form, and shall:

- Name as additional insured "the ORS 190 Entity, Mid-Willamette Valley Homeless Alliance, and its officers, agents and employees" with respect to claims arising out of Provider's Work under this Agreement.

2. Exhibit 1, described in Section 2.2, is replaced with the attached document: Exhibit 1, 07-01-2021.

2.2 COG's expenses under this Agreement shall not exceed the total amount of funds contributed by the Member Governments and any contributions from other members of the Alliance, donations or grants provided to COG for the benefit of the Alliance, subject to the rates for specific services as set forth in Exhibit 1. As set forth in the Scope of Work, COG shall provide timely financial reports to the Alliance and ORS 190 Entity and shall ensure that expenses do not exceed available resources approved by the Member Governments through the ORS 190 Entity Board.

3. Section 8.1 is amended as follows:

8.1 Whenever notice is required or permitted to be given under this Agreement, such notice shall be given in writing to the other party by personal delivery, by sending via a reputable commercial overnight courier, by mailing using registered or certified United States mail, return receipt requested, postage prepaid, or by electronically confirmed at the address or facsimile number set forth below:

If to the ORS 190 Entity:

ORS 190 Entity
Attn: Mayor Cathy Clark, President
930 Chemawa Road NE
Keizer, OR 97301
Phone: (503) 390-3700
Email: clarkc@keizer.org

With a copy to:

ORS 190 Entity LEGAL COUNSEL

If to Provider:

Mid-Willamette Valley Council of Governments

Attn: Scott Dadson

100 High Street, SE, Suite 200

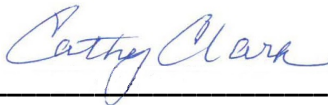
Salem, OR 97301

Phone: 503-588-6177

Email: sdadson@mwvcog.org

IN WITNESS WHEREOF the parties have caused this Agreement to be signed in their respective names by their duly authorized representatives as of the dates set forth below.

**ORS 190 ENTITY, MID-WILLAMETTE VALLEY
HOMELESS ALLIANCE**

By: 

Printed Name: Cathy Clark

Title: President

Date: August 18, 2021

MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS

By: _____

Printed Name: Scott Dadson

Title: Executive Director

Date: _____

BEFORE THE BOARD OF DIRECTORS
FOR THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS
In the matter of establishing rates for services provided member and other entities on a fee-for-service basis.

RESOLUTION 2021-06

WHEREAS, the Mid-Willamette Valley Council of Governments (COG) is an intergovernmental entity established by agreement among the participating jurisdictions pursuant to their home rule authority and ORS 190.019.

WHEREAS, the agreement establishing the COG and ORS 190.020 allows the COG to enter into intergovernmental agreements for the delivery of services to its member governments

WHEREAS, the COG presently offers a host of fee-for-service programs on a contractual basis with its member governments to include land use planning, housing rehabilitation loan administration, revolving loan program administration, legal services, executive recruiting, and other technical services; and

WHEREAS, the Board of Directors for the COG desires to set rates for such services that are affordable for members and recover the COG’s costs of providing such services,

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS:

That the following rates shall take effect for the COG’s fee-for-service program beginning July 1, 2021, and ending June 30, 2022, unless sooner amended:

Member Services

Recruitment Services:	
<u>Population</u>	<u>Fee</u>
Up to 1,000	\$7,000
1,001 to 5,000	\$9,000
Over 5,000	\$12,000
Non-member Gov’t Entities	\$18,000
Background Check Services	
	\$500/background check
Legal Services	
General Counsel Services	\$170 per hour
Hearings Officer Services	\$187 per hour
Strategic Planning / Goal Setting	
Evening / Half Day	\$1,500
One Day (8 Hours)	\$3,000
Evening Plus Full Day (10 Hours)	\$3,500
Miscellaneous Technical Services	
Executive Director	\$180 per hour
Support Staff	\$68 per hour

Finance Services	
Finance Director	\$118 per hour
Fiscal Assistant	\$87 per hour

Community Development Services

Land Use Planning (small cities)*	
Senior Planner	\$92 per hour
Associate Planner	\$90 per hour
GIS Analyst	\$99 per hour
Support Staff	\$68 per hour

Grants Administration*	
Grants Administration Specialist	\$79 per hour
Non-profit / Government Rate	\$87 per hour
For Profit Rate	\$92 per hour
Support Staff	\$68 per hour

Housing Rehab Services*	
Grants Administration Specialist	\$79 per hour

Economic Development Services*	
Development Director	\$130 per hour
Senior Planner	\$92 per hour
Associate Planner	\$90 per hour
GIS Analyst	\$99 per hour
Support Staff	\$68 per hour

*(Any contracts that exceed a 1-year period shall be charged at the above rates plus 5%.)

GIS/Data Services

Transportation Services	
Transportation Director	\$145 per hour

GIS Services	
Member Rate	\$99 per hour
Non-profit / Government Rate	\$115 per hour
For Profit Rate	\$145 per hour

Modeling Services	
Member Rate	\$125 per hour
Non-profit / Government Rate	\$140 per hour
For Profit Rate	\$162 per hour

Loan Program Services

SBA Loans / Administration of Revolving Loan Programs	
Program Manager	\$142 per hour

Loan Officer
Servicing Specialist

\$105 per hour
\$87 per hour

Loan Underwriting, packaging
and Closing Services
Minimum Fee - \$800

1.5 % of Loan Amount,


Loan Servicing and Reporting

\$2,000 annually

ADOPTED by the Board of Directors of the Mid-Willamette Valley Council of Governments at Salem,
Oregon this 16th Day of March 2021.

ATTEST



Sal Peralta, Chair
COG Board of Directors

Scott Dadson
Executive Director

**BOARD OF DIRECTORS
MEETING SCHEDULE FOR CALENDAR YEAR 2022**

<u>Date</u>	<u>Location</u>
February 16 Annual Meeting 6:00 p.m.	Online – Zoom webinar
March 1 Executive Committee	Zoom or COG Offices 100 High Street SE, Suite 200 Salem, Oregon
March 15 Board of Directors	Zoom or COG Offices
June 7 – 3 p.m. Budget Committee	Zoom or COG Offices
June 7 – 4 p.m. Executive Committee	Zoom or COG Offices
June 21 Board of Directors & Budget Hearing	Zoom or COG Offices
September 6 Executive Committee	Zoom or COG Offices
September 20 Board of Directors	Zoom or COG Offices
November 29 Executive Committee	Zoom or COG Offices
December 13 New Member Orientation and Board of Directors	Zoom or COG Offices

- Board meetings are scheduled to begin at 3:30 p.m., except for the annual meeting, which is in the evening.
- Executive Committee meetings are scheduled to begin at 3:30 p.m., unless specifically noted
- The Budget Committee usually meets prior to the June COG Executive Committee meeting.
- The Budget Hearing will be part of the June COG Board Meeting.



MEMORANDUM

TO: Board of Directors
Mid-Willamette Valley Council of Governments

DATE: December 14, 2021

THRU: Scott Dadson
Executive Director

FROM: Amber Mathiesen
Finance Director

SUBJECT: Resolution No. 2021-11 - Fund Balance Target for FY 2022-23

Issue

Should The Mid-Willamette Valley Council of Governments shall establish a Fund Balance Target of \$703,359 for FY 2022-23?

Background

On October 21, 2014, the Board approved a Reserve Policy establishing a target for Fund Balance Reserves. On March 20, 2018, the Board adopted Resolution No. 2017-04 amending the Reserve Policy that:

- Sets a fund balance target each year in an amount equal to three month's operating expense;
- Adopts, by resolution at the December Board meeting a fund balance target for the subsequent year based upon figures from the most recent June 30 year-end;
- Funds the target balance with undesignated carryover/reserves over a five-year period; and
- Directs that amounts exceeding the beginning fund balance for a fiscal year will be placed into an Opportunity Fund, and that the subsequent transfer or use of Opportunity Fund moneys be subject to a Board resolution authorizing their use.

Recommendation

The Board adopt Resolution No. 2021-11 setting a Fund Balance (Operating Reserve) Target of \$703,359 for FY 2022-23.

Discussion

Although not required by law, it is generally considered best practice for governmental entities to have a fund balance policy and to set a target that an organization desires to end its fiscal year

with and carryforward as the beginning fund balance for the following fiscal year. A fund balance is important because it:

- Provides sufficient cash flow for financial needs until anticipated revenue is received;
- Helps to secure and maintain investment grade bond ratings (for organizations that borrow);
- Offsets significant economic downturns or revenue shortfalls; and
- Provides funds for unanticipated adverse financial events.

The following schedule shows the calculation of the Fund Balance Target per the criteria established in the adopting resolution:

Operational Expenditures at FYE 6/30/20		
Expenditures per 6/30/20 Audit:		
Personal Services		2,171,981
Materials & Services		823,911
Less:		
Contractual Expenses	-	
Grants and Loans to Others	152,000	
Capital Outlay	30,455	
Recruitment Costs	-	
In-kind Costs	-	(182,455)
Adjusted Operational Costs		<u>2,813,437</u>
Monthly Operational Cost		<u>234,453</u>
Fund Balance Target (3 months)		<u>703,359</u>

The COG's beginning fund balance as of July 1, 2020, was \$785,011 (the highest in 14 years), this includes the earnings from the Paycheck Protection Program earnings. If this were not the case, we would not currently be meeting our fund balance target and it would likely require several years to achieve the target balance.

BEFORE THE BOARD OF DIRECTORS
FOR THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS
In the matter of setting a Fund Balance Target of \$703,359 for FY 2022-23.

Resolution No. 2021-11

WHEREAS, the Mid-Willamette Valley Council of Governments Board of Directors (Board of Directors) approved a Reserve Policy establishing a target for Fund Balance Reserves at their meeting on October 21, 2014; and

WHEREAS, the Board of Directors adopted Resolution No. 2017-04 amending the Reserve Policy at their March 20, 2018, meeting; and

WHEREAS, it is considered best practice for governmental entities to have a fund balance policy and to set a target that an organization desires to end its fiscal year with and carryforward as the beginning fund balance for the following fiscal year; and

WHEREAS, the Board of Directors has set a goal of achieving the target amount as calculated using the criteria established in the adopting resolution over a five-year period; and

WHEREAS, the calculated Fund Balance Target is \$703,359;

NOW, THEREFORE, the Board of Directors hereby resolves to set the Fund Balance Target for FY 2020-21 at \$703,359.

ADOPTED this 14th day of December 2021.

ATTEST Sal Peralta, Chair
MWVCOG Board of Directors

Scott Dadson Executive Director



MEMORANDUM

TO: Board of Directors
Mid-Willamette Valley Council of Governments

DATE: December 14, 2021

THRU: Scott Dadson
Executive Director

FROM: Amber Mathiesen
Finance Director

SUBJECT: Finance Report

Financial Software Transition Update

At the September Board meeting the COG Board requested an update on the transition of financial systems from GMS software to QuickBooks. The transition is still in progress, the next step is to transition payroll processing to QuickBooks to eliminate using multiple systems pay staff and eliminate manual entry to reconcile the bookkeeping system. Much of the work to set up payroll is complete. Staff training will be provided on timekeeping, and updates will be made to employee files to account for beginning of the year adjustments benefits elections, and changes to tax withholdings. This next phase of transition is expected to provide additional efficiencies in processing payroll. As well as efficiency in entering billing related information to the accounting system.

Staff continue to work with the budget that was developed in the old system and processing some items such as payroll in the old system, at this point in the transition. As components are moved into QuickBooks reports are being developed to reconcile from the old system. COG's activities related to the budget are shown in Attachment A, a COG wide Budget versus Actuals report through October 31, 2021. At the end of October 34% of the budget of the budget year has elapsed. Overall expenses are at approximately 35% of budget, which is not unusual for this time of the year. Many subscriptions and annual expenses are paid in the beginning of the fiscal year and will not reoccur later in the year.

The revenue section of the report demonstrates that COG has received more revenue than anticipated in the budget, the budget is being amended with a supplemental budget to recognize

\$2,430,892 in new revenues to date. This will adjust the percentage of budget column. As other opportunities for funding are realized other additional supplemental budgets will be presented.

Audit Update

Staff continues to work on the annual audit, Fiscal year 2020-2021. Both COG and Grove Mueller and Swank have seen some staffing shortages, which has impacted the rate of completion. The plan is still to have the audit complete and filed by the December 31st deadline, although the presentation of the audit report was not ready for this board agenda. A presentation of the report will be presented at a future board meeting. This year as a part of the audit process additional work is necessary to separate the financial reporting for the ORS 190 for the Homeless Alliance from COG, to develop two separate audit documents, as well as additional work to audit the receipt of COVID 19 related funds.

The Oregon Department of Transportation (ODOT) has completed its annual review of the Governments' SEFA and related Single Audit Report for FYE 6/30/2020 and has provided a letter of completion (Attachment B). This review is designed to determine COG's compliance with §200.331 of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, found at 2 CFR Part 200, as applicable, and Oregon Accounting Manual Policy No. 30.40.00. ODOT's independent external auditor has concluded that Mid-Willamette Valley Council of Governments has materially complied with the major program requirements.

Mid-Willamette Valley Council of Governments

Budget vs. Actuals: FY 2021-22 Budget

July - October, 2021

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Income				
Beginning Balance		3,099,068.00	-3,099,068.00	
County	238,212.65	338,798.00	-100,585.35	70.31 %
Federal	398,832.68	2,279,840.00	-1,881,007.32	17.49 %
Loan Administration		182,401.00	-182,401.00	
Loan Revenue	87,776.69	13,096.00	74,680.69	670.26 %
Local	501,261.41	1,460,613.00	-959,351.59	34.32 %
Non - Member Services	609.00		609.00	
Services	106,914.07		106,914.07	
State	1,983,617.69	270,575.00	1,713,042.69	733.11 %
Transfers In		756,797.00	-756,797.00	
Uncategorized Income		233,874.00	-233,874.00	
VDI Contract Revenue	39,210.24		39,210.24	
Total Income	\$3,356,434.43	\$8,635,062.00	\$ -5,278,627.57	38.87 %
GROSS PROFIT	\$3,356,434.43	\$8,635,062.00	\$ -5,278,627.57	38.87 %
Expenses				
A - Personal Services	921,294.84	2,481,884.00	-1,560,589.16	37.12 %
Capital Outlay		25,500.00	-25,500.00	
Contingency		480,244.00	-480,244.00	
Indirect Cost	0.00	487,318.00	-487,318.00	0.00 %
Loans		455,000.00	-455,000.00	
Materials and Services	455,721.53	1,361,705.00	-905,983.47	33.47 %
Transfers Out		390,211.00	-390,211.00	
Unappropriated		2,965,760.00	-2,965,760.00	
Total Expenses	\$1,377,016.37	\$8,647,622.00	\$ -7,270,605.63	15.92 %
NET OPERATING INCOME	\$1,979,418.06	\$ -12,560.00	\$1,991,978.06	-15,759.70 %
Other Income	\$38,910.62	\$12,560.00	\$26,350.62	309.80 %
Other Expenses	\$180.00	\$0.00	\$180.00	0.00%
NET OTHER INCOME	\$38,730.62	\$12,560.00	\$26,170.62	308.36 %
NET INCOME	\$2,018,148.68	\$0.00	\$2,018,148.68	0.00%



MEMORANDUM

TO: **Board of Directors**
Mid-Willamette Valley Council of Governments

DATE: **December 14, 2021**

THRU: **Scott Dadson**
Executive Director

FROM: **Renata Wakeley**
Community Development Director

SUBJECT: Community Development Update

The following summary highlights new and continuing Community Development activities completed by COG staff over the past three (3) months:

Economic Development

In partnership with the Mid-Valley **Regional Solutions Team (RST)**, COG staff continues to track and “work” over 80 submitted projects through the Economic Development Administration (EDA) application process and RST staff to identify potential state and federal funding sources. RST and COG are coordinating informational session and webinars related to **American Rescue Plan Act (ARPA)** funding requirements and opportunities to leverage ARPA funds with other programs. COG staff assisted **Polk County** with an application to the EDA for a childcare center and we are working with **SEDCOR** and **Chemeketa Community College** to continue expansion of their Build to Scale and Ag Innovation Hub work in our region.

COG continues to support **Marion County** and the **Santiam Canyon** communities with wildfire response and recovery, including supporting land use planning applications and code updates to respond to immediate fire recovery and rebuilding, and coordinating meetings and support related to **SEDCOR’s Construction Alliance** project to build a new community center. Other milestones include:

- Close out of the **Department of Land Conversation and Development (DLCD)** grant award to hire a surveyor to complete Base Flood Elevations (BFE’s) for properties identified as within the FEMA floodplain in the amount of \$20,095.
- Award of a DLCD **Planning Assistance (PA)** grant for \$50,100 to hire a surveyor to complete a Letter of Map Amendment (LOMA) to correct the FEMA maps for any

properties documented to not be within the floodway to further remove barriers to rebuilding/redevelopment.

- COG was awarded a new **Resource Assistance for Rural Environments (RARE)** participant to support community and economic development work in the Santiam Canyon. **Pacific Power** is funding the RARE participant who will be hosted and supervised by COG staff. Sarah Allaben, RARE Wildfire Recovery Coordinator, started work at the COG in September 2021.
- Award to the cities of **Detroit** and **Gates** of a **DLCD Technical Assistance (TA)** grant to conduct development code updates to incorporate recent visioning work and processes and offer sample model code development code ordinances for review by both communities.

COG is closing out the first phase of the **North Santiam Sewer Authority (NSSA)** Master Facilities plan contract with Keller Associates, the project engineer, and a draft of the Master Plan was presented to the North Santiam Sewer Authority and to the Marion County Board of Commissioners in September 2021. **Marion County** is currently drafting an IGA for Phase II work with the COG for continued project management and execution of the next phase of the engineering work. We expect this will be presented to the COG Board via supplemental budget in early 2022 as the final contracts and financial amounts are still pending.

Land Use Planning

Our planners continue to support communities through draft code amendments, zone and comprehensive plan map updates, and new overlay zones and design standards, in addition to a large number of new development and subdivision applications in the area. With the addition of the City of **Carlton**, COG currently has twenty-two (22) cities under contract for planning services in FY21/22.

Over the past 3 months, COG staff has provided interim planning services to the cities of **Dundee** and **McMinnville** as they worked through some staffing transitions. Both have completed their new land use planner hires but **McMinnville** has asked COG to continue to provide interim services to offer some planner job training, assist with an audit of their landscape review code requirements, and with staffing their Historic Landmarks Committee until calendar year end.

COG planners also assisted the following communities with submission of **Planning Assistance (PA)** funding applications to DLCD for continued long-range planning work, specifically directed at addressing needed housing in our region: **Aumsville, Carlton, Detroit, Falls City, Gates, and Mt. Angel.**

Grant Administration

We continue to assist **Amity** with their water improvements project, the City of **Falls City** with a \$493,000 Community Development Block Grant (CDBG) to aid in final design engineering related to a future wastewater improvements project, the cities of **Jefferson** and **Independence** on Davis-Bacon and BOLI wage monitoring requirements related to a Oregon funded

infrastructure projects and the City of **Willamina** on their successful Community Development Block Grant (CDBG) award for \$873,912 to relocate their water intake and two new supplemental CDBG and SPWF fund applications to help reduce any loan costs to the city.

Housing Rehabilitation

Upon close out of the previous Housing Rehabilitation **CDBG** for persons in manufactured home parks, we had fifteen (15) eligible applicants we were not able to assist before all funds were expended. As Marion County transitions to a CDBG “entitlement”, COG and our partners will no longer be eligible to apply for CDBG funding through Business Oregon. However, as CDBG-CV-2 funding was determined to be unique from traditional CDBG financing, Business Oregon notified COG that we were eligible to apply for these funds to serve persons in need. The City of **Silverton**, in partnership with the cities of **Hubbard** and **Stayton**, are in the process of submitting a CDBG-CV-2 (Coronavirus funding) application to assist with rehabilitation of eligible homes in manufactured home parks. The application should be submitted by the time of the December COG Board meeting.

COG staff is also assisting property owners with Valley Development Initiative (VDI) housing rehabilitation loans in **Aumsville** (2), **Aurora** (1), **Jefferson** (2), **Stayton** (1), **Turner** (1), unincorporated **Marion County** (1) and **Santiam Canyon** (1).

The VDI Board also met in May to review and approved amended policies related to defederalized VDI housing rehabilitation funding to ensure we are allowing our funds to support rebuilding efforts and greater flexibility for use of funds by fire impacted, income-qualifying persons wishing to rebuild in the **Santiam Canyon**. To date, we have been able to assist two (2) eligible applicants with rebuilding in the Canyon.



MEMORANDUM

TO: Board of Directors
Mid-Willamette Valley Council of Governments

DATE: December 14, 2021

THRU: Scott Dadson
Executive Director

FROM: Mike Jaffe
Transportation Program Director

SUBJECT: Transportation and GIS Programs Update

Mid-Willamette Area Commission on Transportation (MWACT)

In October, MWACT members received presentations from ODOT staff about the OR 18 @ OR 22W (Valley Junction) project in Polk County and ODOT's Active Transportation Needs Inventory (ATNI). MWACT members learned that a **draft Facility Plan for the OR 18 @ OR 22W (Valley Junction)** project has been developed. It is anticipated that the Oregon Transportation Commission will adopt the plan in early 2022. MWACT members reviewed the preferred interchange and roadway design which includes highway, interchange, and local roadway improvements. The preferred design addresses safety, congestion, and mobility issues. An extensive public engagement process was done during development of the draft Facility Plan.

ODOT's Bicycle and Pedestrian Program has developed an **Active Transportation Needs Inventory (ATNI)** to create a safer network for Bicycle and Pedestrian transportation for all ODOT highways. The development process consisted of:

- An inventory of bike lanes, sidewalks, and shoulders along state highways through data collection in the field;
- Assessment of the gaps and deficiencies along these state facilities; and
- Evaluating and prioritizing the needs to address these gaps and deficiencies.

MWACT members discussed safety measures for the protection of bicyclists and cars sharing facilities.

John Huestis, ODOT Area Manager and ACT member, departed ODOT in October to accept a position in Alaska. Anna Henson will be the interim Area Manager and ODOT representative to MWACT until a permanent replacement is determined.

ODOT and Oregon Transportation Commission (OTC) had discussions during 2020 and 2021 with the ACTs in the state about **re-considering at the roles of ACTs**. In prior years, ACTs had more of a role in recommending and choosing modernization projects in their areas, but in recent years that has been done by the Legislature or the OTC. The OTC's "Policy on Formation and Operation of Area Commission on Transportation (ACTs)" was modified to take into account the changed role the OTC wants from ACTs. The MWACT Steering Committee met in November to discuss the revised policy document. One of the concerns discussed was the need for the OTC to clarify terminology such as "equity" and "socio-demographic." This was discussed at the December MWACT meeting.

At December's MWACT meeting, Cooper Brown (ODOT Assistant Director for Operations) presented information about the **Infrastructure Investment and Jobs Act (IIJA)** that will provide \$1.2 billion to Oregon in additional formula dollars for roads (\$1 billion) and transit (\$200 million) over the next five years. While a significant part of the \$1 billion is for specific programs (which Mr. Brown showed in his presentation), about \$400 million of the additional funds for roads is discretionary; and their use will be decided by the Oregon Transportation Commission over the next 3 months. ODOT is seeking input on how those discretionary funds could be used to further ODOT's Strategic Action Plan and other state transportation goals. MWACT members had many project-level and transportation category suggestions and preferences that were discussed with Mr. Brown at the meeting.

Also in December was an overview of and case study using **ODOT's "Blueprint for Urban Design"** manual. The case study was for developing a bicycle and pedestrian upgrade of **Highway 99W through McMinnville**.

Salem Keizer Area Transportation Study (SKATS)

During this quarter, the SKATS Policy Committee met in September, October, and November. Policy Committee members discussed **proposed rulemaking** by the Land Conservation and Development Commission (LCDC) and the Governor Brown's Executive Order 20-4 which directed state agencies to cooperatively **mitigate climate change and reduce transportation emissions**. The Oregon Department of Transportation was requested by DLCD director Jim Rue to evaluate if federal transportation funds passed through to MPOs (Metropolitan Planning Organizations) can be used to implement the governor's executive order. The state agencies are proposing (potentially starting in 2025), to restrict the use of MPO federal discretionary funds to a jurisdiction if that jurisdiction doesn't have a local Transportation System Plan that complies with the new rules in the revised TPR. Policy Committee members have concerns about this proposal, as most MPO-funded projects are of the kind that reduce emissions from autos. However, MPOs are also directed by the federal government to demonstrate that their funds, projects, and plans address specific federal transportation planning performance measures (safety, congestion, etc.) that go beyond emission reduction goals. In a letter to ODOT's Amanda Pietz, SKATS expressed their concerns about ODOT's proposal and how it could have unintended consequences to achieving MPO goals and meeting federal regulations. Some of SKATS's concerns were included in ODOT's final letter to Jim Rue, DLCD Director.

Coronavirus Response and Relief Supplemental Appropriations Act Funds - This ACT was signed into law on December 27, 2020, and the SKATS TAC and Policy Committees have been reviewing proposals of how these funds might be used. **SKATS was awarded a total of \$1,930,892.** ODOT swapped these federal funds for State funds and provided the funds to the MWVCOG. The Policy Committee decided on an allocation of funds to the five local jurisdictions in SKATS (cities of Salem, Keizer and Turner, Marion and Polk Counties) based on their population size within the SKATS boundary. Part of the funds will pay for the upcoming household travel study in 2022 and 2023 with \$12,000 for MWVCOG administrative and auditing expenses and \$5,000 for Safe Route to School program non-federal matching funds. The Policy Committee adopted *Resolution 21-17* approving the distribution of CRSSAA funds and their intended uses at their October 26, 2021, meeting.

Other highlights during the quarter included:

- **Update of the SKATS Public Participation Plan (PPP)** - Following a 45-day public review and comment period, the SKATS Policy Committee approved **Resolution 21-18** on November 23, 2021, adopting the updated PPP including proposed changes, public outreach efforts, and containing comments received along with the response to those comments. Through web, social media, and other methods, 80 public comments were received about the draft PPP.
- **FY 2021-2026 TIP Amendment**-ODOT requested an amendment to the TIP to add a project to **replace the bridge wearing surface on the Marion Street Bridge** and associated ramps. The surface pavement is failing and needs replacement. The cost of the project is approximately \$7 million. The Policy Committee adopted **Resolution 21-16** to add the project to the FY 2021-2026 TIP.
- **SKATS FY 2024-2029 Transportation Improvement Program (TIP) Update** - Work has begun on the development of a revised project prioritization process for the TIP update. Both quantitative and qualitative evaluation criteria will be used to evaluate and prioritize project proposals. As much as \$26 million in federal funds (which includes the new IJA funds) will be available in the years 2024-2029 of the TIP. As of December 2, SKATS have received 31 preliminary applications requesting \$138 million in federal funds. During 2022, the SKATS committees will review applications and seek public input on the project applications. Final adoption of the TIP is scheduled in May 2023.
- **Brooklake @ I-5 Interchange Area Management Plan (IAMP)** -This ODOT project (on the edge of the SKATS boundary) is to develop and evaluate improvement alternatives to address congestion and safety issues at this interchange. The six concepts for redesigning the interchange and their cost estimates and Right-of-Way (ROW) needs are:
 - TDI ~ Tight Diamond Interchange change – Least expensive at \$57 million, 3 acres of Right of Way (ROW) needed.
 - SPI ~ Single Point Interchange - \$87 million, 7 acres of ROW needed.
 - DDI ~ Diverging Diamond Interchange - \$59 million, 8 acres of ROW needed.
 - ParClo ~ Partial Cloverleaf – NW/NE - Cost \$76 million, 15 acres of ROW needed.
 - ParClo ~ Partial Cloverleaf – NW/SE – Cost \$75 million, 15 acres of ROW needed.
 - Dogbone – \$59 million, 4 acres of ROW needed.

- SKATS staff provided staff time and services to the **City of Salem** for their “Our Salem” and “Climate Action Plan” development;
- Participating in City of Keizer’s ***Wheatland Road Multimodal Corridor Study***;
- Working with Salem-Keizer Transit District and ODOT on changes to funding and direction for the **regional Transportation Options** program (which provides Rideshare and Travel Demand Management);
- Salem – Keizer Transit had their kick-off for developing its **Long-Range Transit Plan**; COG staff will provide assistance. The Online Open House launches on Dec. 15;
- Coordination with ODOT and other MPOs on **next generation travel models** and the **Household Travel Surveys** planned for 2022 and 2023;
- Working on final scope of work for consultant services for a **Regional Transportation Safety Plan**; and
- Initial work on the next **SKATS Unified Planning Work Program**, for July 2022 to June 2023.

Safe Routes to School Program (MWVCOG and Salem-Keizer School District)

Highlights for the quarter include:

- Twenty (20) schools participated in the **International Walk and Roll Day**, on October 6, 2021. Over 8400 incentive and safety prize items provided for every student at participating schools. The schools that participated included Auburn, Chapman Hill, Grant, Gubser, Hallman, Harrit, Hayesville, Wright, Kalapuya, Keizer, Liberty, Miller, McKinley, Morningside, Schirle, Sumpter, Swegle, and Cummings.
- **On-site assessments** with SKSD transportation, facilities, safety, and construction staff to review traffic patterns at Clearlake, Auburn, Pringle, Forest Ridge Brush College, Battlecreek, Hallman, and Mary Eyre schools.
- Attended a **PTC meeting at Grant Elementary** to connect with families and learn about the school. Participating in a **trick or treat activity** on 10/30 hosted by the Hallman Café at Northgate Park. **Distributed helmets to students at Liberty elementary** that we were notified were riding without a helmet.
- We were excited to have schools participate in first national **Ruby Bridges Walk to School Day** on November 17, 2021. Hallman and Cummings elementary schools promoted the event at their schools. We intend to keep this event as part of our annual activities as it promotes walking but also educates students about civil rights and what six-year-old Ruby Bridges overcame to attend school each day in New Orleans in 1960.
- Continue to host an **unofficial walking school bus program at McKinley Elementary**. Students walk with adults in the morning and the afternoon. This is a voluntary program, and students are committed to walking.
- Staff have **completed 11 suggested walking routes maps** to date and have five additional draft maps out for review. These are on our website: <https://www.sksaferoutes.org/>
- Completing our materials for our **Student Art Contest** (with a Safe Routes to School theme) for our **annual calendar**. We are



working the school district communication staff to share and promote the event to all our elementary schools this Spring.

- Discussion with staff at two schools about on-site safety education later this year.
- Completed the **Annual Report** for the ODOT grant that supports this program.
- Presentation to **Keizer's Pedestrian and Safety Committee** on current SRTS program by COG/School district and opportunities for SRTS infrastructure grants in 2022.

Census and Geographic Information Systems (GIS)

Highlights this quarter include:

- **Redistricting Services** - GIS staff provided redistricting services to several COG members, including the cities of **McMinnville, Woodburn, Salem, and Newberg, and the Salem-Keizer School District**. Redistricting is necessary every 10 years following the decennial census for cities or districts that elect their representatives by representative areas (not at large) in order to rebalance the population. The initial analysis of McMinnville's current council wards showed that the population is still well-balanced since redistricting in 2011, and it was not necessary to redraw their boundaries. Redistricting for Woodburn and Salem was completed in November, and redistricting work for SKSD and Newberg is ongoing. Due to delays in the release of the 2020 census data and state legislative, congressional, and senate redistricting, the timeline for local redistricting efforts was substantially shorter than it has been in the past. Redistricting needs to be completed as soon as possible so that county clerks can redraw their voter precinct boundaries by the February 7, 2022, deadline.
- **Student Density Study** - GIS staff began an update of **the Salem-Keizer School District's** Student Density Study. The first density study was developed in the early 1990s and has been updated twice since then, in 2006 and 2014. The study analyzes student density in different housing types and summarized by high school attendance areas to produce student density ratios by housing type. This information is used by district staff to forecast enrollment growth based on new housing development and anticipate staff, equipment, and facility needs based on projected growth.
- **Mobile field data collection** - GIS staff recently assisted the **Marion Soil and Water Conservation District (MSWCD)** in setting up a custom Field Maps mobile data collection application for field workers to collect and edit land use cover information. The application allows the MSWCD crew to go to remote locations to collect and edit on site and return to the office to create maps and share the collected data in a fast and efficient way. GIS staff created preconfigured maps and field forms for mobile devices to complete their work accurately and efficiently. Following development of the application, GIS staff provided training to the users on using the application to collect and manage the data.

November 24, 2021

To: VDI and RLF Loan Boards

From: Scott Dadson, Executive Director, MWVCOG

Re: Current Financials

We have finished reviewing the Financial Transition from our old Financial Software System to our new System. The Audit of the Council of Government (the COG) and the Valley Development Initiative (the VDI) are also coming to their end of FY 20-21. With these two activities, we have created a modified balance sheet that shows our current cash on hand for the Business Lending Program, Current outstanding Loan Balances, and Fiscal year to date Receivables from Loans. The modified part of this Balance Sheet is the addition of the overhead cost of managing the Business Lending Program (the Program).

Included with this presentation of the Financials (unaudited) is the historical record to date of the Lending Program from 1990 forward and the current "Pipeline Report" for current staff work on potential pre-approved Loan activity.

COG Revolving Loan Fund:

As of October 31, 2021, there are 15 Loans Outstanding with a value of \$2,389,356. The yearly Revenue/Payments to the three RLF Loan Programs are \$228,996 which allows for up to 50% available for overhead/administrative cost in the estimated amount of \$114,000. Available for future lending is a defederalized amount of \$584,002 as of 10.31.2021. In addition to this amount, there is \$1.34 million of EDA Cares Act funding available for lending into 2022.

VDI Loans:

The VDI Loan Pool has five (5) funds with a total amount of Funds Available for Lending purposes of \$1,582,174 as of 10.31.2021. There are currently 17 Loans outstanding with a value of \$1,987,354. The yearly Revenue/Payments to the five VDI Loan Programs is \$230,340. The VDI obligations to the COG for Personnel Lending and Support Services is \$154,000 of which there are two of the five SBA programs that are charged against. Both are underperforming Funds with current Revenues of \$133,380. The \$20,620 shortfall is made up by current revenues from two older USDA programs and the SBA ILP program.

Business Lending Program Overhead:

The budgeted funds to run the Business Lending Program is \$577,000 per year. These costs include overhead and personnel in the amount of \$377,613 if the program employees three people. Actual yearly costs for FY 20-21, were \$216,000. This is due to only one (1) employee being on payroll and the current Fiscal Year (FY21-22) position is filled part time by former Loan Officer to the BL Program Alison Boswell. We currently utilize the CCD of Roseburg/Coos Bay for SBA Administration of the 504 Program and the services of the Lane COG and Cascade West COG for assistance in Loan Servicing for the other Program to include the defederalized portion of IRP and ILP fund as well as RLF funds with EDA for a split in Loan Costs.

Current Pipeline Loan Work:

We currently have three (3) SBA 504 Projects in the pipeline. We use the CCD in Roseburg/Coos Bay to help with underwriting, servicing and packaging on these arrangements. There are five (5) new Cares Act RLF loans in the pipeline totaling \$1,102,000 in potential loans and one (1) Loan from the previous Fiscal year in the amount of \$400,000 that has yet to fund.

Five-Year Historical Loan Activity

We have included in this report, a five year historical look at our loan portfolio. In total, since 1990, we have lent over \$25 million dollars with 189 Loans total. For the past five years, we have funded 21 loans for a total five year total dollars loaned of \$3,193,000. We have had 10 loans re-paid for a total \$1,005,709. Of loans outstanding, we have received 21 loans paid off early for a total amount of \$2,266,944 of a total Loan Amount of \$3,292,074.

We will be producing these reports on a quarterly basis for review by the Board. If you have any questions with regards to this report, please do not hesitate to call on me.

COG and VDI Loan Programs																		
	Loan Program	COG				Valley Development Initiatives								VDI	VDI LLC			
		EDA CARES	EDA Combined	Marion County	Loans	SBA	SBA	USDA	USDA	USDA	Loans							
	Admin Costs	Revolving Loan Fund	Revolving Loan Fund	Revolving Loan Fund	Subtotal	Community Advantage Fund CA	Intermediate Lending Program ILP	Rural Business Enterprise Grant RBEG	Railroad Fund	Intermediary Relending Program IRP	Subtotal	Grand Totals		Housing Rehab Fund		Goat Mountain		
Outstanding # Loans		3	10	2	15	1	3	1	2	10	17	32		138		1		
Value of Outstanding Loans		626,369	1,591,806	171,182	2,389,357	235,673	606,666	100,640	503,103	791,272	2,237,354	4,626,711		2,357,859		454,600	*	
Available for Lending 10/31/2021		329,993	254,009		584,002	64,861	343,048	37,929	177,766	958,570	1,582,174	2,166,176		945,723		0		
Available to Borrow for Lending		1,340,000										-						
Annual Re-Payments		28,896	179,940	20,160	228,996	37,308	40,812	9,300	46,848	96,072	230,340	459,336				0		
Contribution to Loan Admin	216,000		62,000			53,250				100,750	154,000	216,000						
Annual Cost of Admin for Loan Program																		
Loan Assistant	78,000																	
Loan Officer	117,000																	
Material and Services	21,000																	
	216,000																	
Difference	-																	
* Loan from IRP Program- not included in IRP Loan total																		

Loan Statistics Summary by Calendar Year Export 1/1/1990 to 11/4/2021

Period Ending:	<u>11/4/2021</u>	<u>7/12/2020</u>	<u>7/11/2019</u>	<u>7/10/2018</u>	<u>7/9/2017</u>	<u>Total</u>
<u>New Loans Settled</u>						
Number	8	2	3	2	6	189
Approved Loan Amount	977,338	310,400	432,000	190,253	1,283,844	25,074,512
<u>Paid Off (Matured)</u>						
Number	2	1	1	1	5	129
Approved Loan Amount	277,650	71,167	90,000	300,000	266,892	14,924,988
<u>Paid Off Early</u>						
Number	3	4	3	8	3	24
Prepaid Principal	388,492	478,099	210,726	960,973	228,654	2,376,944
Approved Loan Amount	543,553	1,005,300	459,000	1,255,596	286,250	4,059,699
<u>Written Off Uncollectable</u>						
Number	0	0	1	0	0	6
Actual Principal	0	0	120,000	0	0	499,008
Approved Loan Amount	0	0	89,676	0	0	397,954
<u>Other Terminations</u>						
Number	0	0	0	0	0	0
Approved Loan Amount	0	0	0	0	0	0
<u>As of Period Ending on:</u>						
	<u>11/4/2021</u>	<u>7/12/2020</u>	<u>7/11/2019</u>	<u>7/10/2018</u>	<u>7/9/2017</u>	
<u>Average Loan Balance</u>	124,728	133,117	129,564	128,117	136,693	
<u>Outstanding Loans</u>						
Number	39	35	36	38	43	
Loan Balance	4,864,396	4,659,099	4,664,308	4,868,460	5,877,816	
Approved Loan Amount	6,090,800	5,733,369	6,162,186	6,139,186	7,361,529	
<u>Current Loans Outstanding (0 - 60 days past due)</u>						
Number	38	35	36	37	42	
Loan Balance	4,628,723	4,659,099	4,664,308	4,778,784	5,726,025	
<u>Delinquent Loans</u>						
(61 - 120 days)						
Number	0	0	0	0	0	
Loan Balance	0	0	0	0	0	
(Over 120 days)						
Number	1	0	0	1	1	
Loan Balance	235,673	0	0	89,676	151,792	



MEMORANDUM

TO: Board of Directors
Mid-Willamette Valley Council of Governments

DATE: December 14, 2021

FROM: Scott Dadson
Executive Director

SUBJECT: Adoption of Legislative Positions for 2022

Issue

Should the Board adopt the attached 2022 state and federal policy positions?

Background

In 2018, the Board of Directors adopted Resolution 2018-03, which established a process and guidelines for the development of policy positions for the Mid-Willamette Valley Council of Governments (COG). Pursuant to that resolution, the Board has adopted policy positions for 2019 and 2020/2021, which guided staff and the COG's contract lobbyist through the corresponding sessions. In addition, the Board created a Legislative Committee to engage, to work through the legislative session. A report on this can be found [here](#).

With the conclusion of the 2021 long session, and in preparation for the short session in 2022, the Legislative Committee has revised and updated the Legislative Priorities. These recommended changes are found attached for the Board to review.

Recommendation

The Board adopt the attached state and federal policy positions for 2022.

Discussion

The attached 2022 policy positions adopted by the COG Board are updated to include transportation infrastructure projects and support for the Area Commissions on Transportation (ACTs), specifically MWACT.

**Mid-Willamette Valley Council of Governments
State and Federal Legislative Positions
2020-2021
(Updated and Revised December 2021)**



**Adopted by the Board of Directors
On January 14, 2021
(December 14, 2021, Revised)**

Guiding Principles

Throughout the state of Oregon, some problems cannot be solved within municipal boundaries, and decisions made by one municipality can have adverse impacts on other municipalities. Conversely, given the geographic, political, cultural, and economic diversity across the state of Oregon, state policies that mandate a one-size-fits-all approach often fail.

Although territory has traditionally been divided by political boundaries, to allow more efficient provision of government services and democratic representation, this has not always lent itself very well to effective management of natural resources, urban infrastructure, and other multi-jurisdictional systems. Homelessness; crime; traffic congestion; unemployment and underemployment; and inefficient use of resources and infrastructure (land, water, air, habitat, fisheries, roads, utilities, etc.) are examples of problems that spill over municipal boundaries. Regional governments provide a means for intergovernmental coordination to address and solve the multi-jurisdictional cross boundary issues problems, challenges, and opportunities associated with urban development.

In smaller rural parts of the state, local governments are constrained by limited resources. These smaller municipalities face the same issues and problems as larger communities, but often lack the resources and staff to address the issues. For those areas, regional governments enable the sharing of resources and coordination of services, that achieving efficiency of operations and economies of scale.

Regional coordination and planning are also crucial for undertakings that are too large or complex for any one unit of government to successfully address. Issues such as economic development, transportation priorities, solid waste disposal, groundwater management, and preservation of the quality of life in the region are examples of challenges that require regional cooperation. This same characteristic manifest itself in large rural areas where the relatively small size of the local units of government compared to the geographic area under their jurisdiction may hamper their ability to address important planning and implementation issues.

A multitude of programs and projects are initiated each year at the federal and state level to address the problems and challenges in both urban and rural areas. These programs have specific goals which usually interfere with one another, and/or don't recognize or accommodate local and regional values, decisions, or perspectives. Regional governments provide a venue and framework to coordinate these programs and goals into a congruent whole that support the goals and objectives of the local governments, and the residents they serve, within that region.

Regional coordination can integrate various federal, state, regional, and local plans, and to improve the effectiveness, mutual reinforcement, among all levels of government. Regional coordination makes plans more coherent and less confusing to the public and elected officials. Regional coordination also enables the units of government compete for state and federal monies and programs more effectively.

As municipal budgets are strained, and programs suspended or curtailed, cooperative program delivery schemes that provide for the coordination of services and the pooling of

resources become more important. Long-term and area-wide planning for the delivery and combining of these services become critical in the task of maintaining services by improving the efficiency of delivery and cost-effectiveness through economies of scale. Regional entities are prime venues for discussing, planning, and implementing such areawide solutions.

As general guiding principles, the Mid-Willamette Valley Council of Governments (MWVCOG) will:

- Support the legislative, policy, and project specific priorities identified by the Salem Keizer Area Transportation Study.
- Promote state funding for and recognition of metropolitan planning organizations, like SKATS, as independent regional transportation planning entities in both policy and the Oregon Revised Statutes.
- “Support the reformation and increase the relevance of the Area Commissions on Transportations and their role to advise ODOT, the Oregon Transportation Commissions, and legislators on issues of statewide transportation policy. Empowering the ACTs to prioritize projects through the allocation of state transportation funds on the state highway system and other multimodal facilities of regional importance will serve to balance the economic needs of the region, the safety of all transportation users, and the need to reduce pollution and greenhouse gas emissions.”
- Through future legislative bills and/or written and verbal testimony to the Oregon Transportation Commission, continue to support the highest-priorities project identified by the Mid-Area Area Commission on Transportations (MWACT). Project Priorities include:
 - **Newberg-Dundee Bypass (Yamhill County)**
 - **I-5 @ Aurora-Donald Interchange (Marion County)**
 - **OR22 @ OR51 (Polk County, near West Salem)**
 - **OR18 @ OR22 “Valley Junction” (Polk County, near Grand Ronde).**
- As a Home Rule State, MWVCOG will advocate on the philosophy that local governments are equal partners, with different responsibilities, than the State, and that Local Governments are to be respected and trusted in their service to residents. Local governments stand ready to use the Oregon share effectively and responsibly of the transportation funds, for transit expansion, local bridges, and safe routes to schools.
- Increase state use and recognition of Economic Development Districts and their regional approach to economic development and funding in both policy and the Oregon Revised Statutes, and opportunities to leverage existing organizations and staffing to support both federal, state, and local efforts;
- Support state and federal policies and legislation that recognize, empower, and respect the grassroots priorities and projects of regional councils throughout Oregon;

- Support creation of programs within Councils of Government that provide resources to foster greater local government cooperation, innovation, and efficiency; and
- Advocate for the equitable allocation of state and federal resources across all regional governments based on a variety of factors to include need, service demands, economic indicators, and not just population, to promote equity in the state and ensure no one area receives a disproportionate share of resources.

Priority Policy Positions

1. Protect and Preserve the Communities and Economy of the Santiam Canyon

As improvements are made to Detroit Reservoir in an effort to help reintroduce anadromous fish upstream of Willamette River dams and the region recovers from the devastating wildfires of September 2020, the MWVCOG will support legislation, initiatives and decisions that preserve economic development, housing development, recreation and the regions tourism economy, as well as protects the quality and quantity of downstream communities drinking water supply.

Most homes and business in the Santiam Canyon are not served by municipal wastewater systems and instead rely upon septic to treat waste water. State laws and concerns about North Santiam River quality prohibit homeowners and businesses from rebuilding, expanding, or replacing failed septic system. Consequently, businesses and residents are leaving the Santiam Canyon and/or finding it more and more difficult to overcome barriers to redevelopment, having a negative economic consequence for the Mid-Willamette Valley region.

The MWVCOG will support state and/or federal legislation that enables and funds the newly created North Santiam Sewer Authority and the communities of the Santiam Canyon in-development of a regional wastewater system that is geologically suitable, environmentally sustainable, financially feasible and politically viable.

2. Increase Capacity for Rural Communities

Rural communities often lack staff to identify and apply for federal and state programs that would foster workforce development, build infrastructure, and enhance economic and community development. To provide this capacity, MWVCOG supports statewide efforts to develop and fund rural service centers to aid local governments in applying for federal and state resources. To maximize efficiencies and take advantage of existing capacity, MWVCOG supports using existing Economic Development Districts or Councils of Government to perform this function.

3. Support the Optional Use of Regional (vs. Local) Housing Needs Assessments and Economic Opportunity Analysis

The MWVCOG supports rule changes to OAR 660-024-0045 (Regional Large Lot Industrial Land) to provide a framework for local governments to work on the employment land supply at a more regional scale. The MWVCOG supports removing restrictions on Housing

Needs Assessments (HNAs) and Economic Opportunity Analysis (EOAs) that limit such analysis to areas within city limits (allowing counties and other cities in a region to participate, should they choose to do so). MWVCOG opposed the division of resources by the legislature or state agencies by prioritizing larger population cities or counties, the Metro area; or Eastern Oregon in the establishment of renewed or new funding programs and resources and instead encourages the equitable allocation of state and federal resources across all regional governments based on a variety of factors to include need, service demands, economic indicators, and population, to ensure no one area receives a disproportionate share of resources.

4. Retain Building Code Enforcement at the Local Level

In recent years, there have been legislative, administrative, as well as legal efforts by the Building Codes Division to prohibit local governments from using private contractors to serve as either building officials or building inspectors. These efforts have included limiting the ability of regional governments to provide these services to its members and carry severe consequences for local governments to contract for other services.

The use of contractors allows local governments that lack enough demand for full-time staff to make most efficient use of their resources – particularly in areas needing skilled or technical labor such as building inspections – and those local governments who may see surges and declines of activity to continue to meet the needs of development in a timely manner.

The MWVCOG will oppose any legislation that preempts a local government’s ability to contract with private parties for building code services. MWVCOG will support legislation and any legal action that empowers local governments to contract with either private or public service providers.

Other Major Policy Positions

1. Allocation of Tax Foreclosed Property Proceeds

The MWVCOG supports legislation that would allow Counties the option of returning proceeds minus back taxes, interest, and administrative fees to the former property owner.

2. Oregon Geographic Information Council (OGIC) and Data Sharing

The MWVCOG will oppose any effort to require the COG or its members to share data without the mandate to do so being fully funded.

The MWVCOG supports the allocation of state funding to regional governments to help coordinate the development and sharing of geographic information system data, as long as the state covers the full cost of that program.

3. Increased Funding for Flood Management/Mitigation /Development of Model Floodplain Ordinance/Guidance

The MWVCOG supports the allocation of state funding that would help local governments meet the 25% local match when their applying for 75% federal project through the Federal Emergency Management Agency. The MWVCOG also supports legislation to fully fund the Department Land and Community Development to move forward with development of a model flood plain ordinance.

4. Transportation Planning Rule (TPR) Amendments / Greenhouse Gas (GHG) Requirements

The MWVCOG supports amendments to the TPR Amendments that were developed by the 2017 Rulemaking Advisory Committee and submitted for public review and comment by DLCD staff:

- Support elimination of the rule for developing state-required regional transportation system plans that essentially mirror the federally-required Metropolitan Transportation Plans developed by MPOs.
- Support rule language that clarifies that local jurisdictions – not MPOs -- are principally responsible for showing compliance to TPR rules for reduced reliance on the automobile.
- Support rules in the proposed amendment that allows jurisdictions to use performance measures as a method to show compliance to the TPR and Goal 12 reduced reliance on the automobile.

The MWVCOG oppose proposals to change the TPR and/or future legislation that requires jurisdictions to:

- Report on their GHG emissions to DLCD/LCDC or
- Develop land use and transportation scenarios to meet GHG emission reduction targets in OAR 660-044

The MWVCOG supports other changes to the proposed TPR Amendments as follows:

- Make necessary changes to the amendments that better define the criteria for full or partial exemptions for cities and counties.
- Do not make the exemption process overly burdensome.

The MWVCOG is neutral on a Cap-and-Invest/Trade or similar bill. However, if such legislation is adopted, the MWVCOG:

- Opposes any requirement that jurisdictions or MPO-area regions have a climate plan as a pre-requisite for receiving funds generated by the bill.
- Oppose requirements for each metropolitan area (or individual jurisdictions) to develop a climate change plan
- Opposes any mandates on the MPO itself developing a climate change plan.

- Opposes requirements that a region or individual jurisdiction needs a climate change plan to qualify for future transportation funds that reduce GHG emissions.
- Opposes requirements that every proposed project to reduce GHG emissions and that apply for state funds be required to use highly technical modeling to estimate GHG reductions of the proposed project.

5. **Project Priorities:** In the last 5 years of discussion, these projects have been **MWACT's four "big ticket" priorities** in the three county COG area (there is not a specific priority among the four).

- **Newberg-Dundee Bypass (Yamhill County)** – The new, 4-mile section of the bypass (Phase 1) opened up for traffic in 2018. The project had previously received funds to start the design of Phase 2 (headed in the northeast direction off of Phase 1). An additional \$32 million was provided by the Legislature in 2021 (HB 5006) for Phase 2's final design, right-of-way acquisition, and construction of the Highway 219 interchange. ODOT prepared a \$10 million request as part of the FY24-27 STIP Enhance program (we may hear if it will be recommended for funding (or not) in early 2022). Phase 2's total cost is \$160 million, and while the project has received some of that total there's a way to go in obtaining all the needed funds. (Rep. Suzanne Bonamici is seeking another \$8 million for the bypass: [See this story](#))
- **I-5 @ Aurora-Donald Interchange (Marion County)** – note: this project has \$50 million to do Phase 1, but ODOT needs another \$26 million for the full development of the preferred interchange reconstruction. According to the latest information I learned this week from John Huestis (ODOT Area Manager), ODOT has decide to break Phase 1 into two parts: Phase 1a is out for bid to construct a smaller portion of the project (estimated cost \$11 million) in 2022. A second contract (**Phase 1b**) will be released for bid in 2022 after ODOT has determined whether or not it will be able to secure the \$26 million (it could come from Congressional Infrastructure Bill, out of the \$1 billion in highway funds Oregon expects to get) If the project gets he \$26 million, ODOT will go for the full development of the interchange (for construction in 2023). If the project doesn't get the \$26 million, ODOT will just build the remainder of Phase 1 in 2023 and wait until some future year to do the full development when ODOT can get the additional funds.
 - (Notes: back in January 2021, MWACT and Marion County sent letters (attached) to the Oregon Transportation Commission, seeking the \$26 million from the \$124 million of extra federal funds that was available then. The OTC decided against providing the requested funds. ODOT also applied for a RAISE grant, but was just out of the list of awarded projects (they got a "honorable mention").
- **OR22 @ OR51 (Polk County, near West Salem)** – Polk County and the cities (particularly Independence) have been seeking to have this interchange upgraded for decades, given the high rate of crashes on this high-speed facility. ODOT is in preparing the design of a grade-separated interchange. The planning level cost "guesstimate" for the entire project (design, land acquisition, and construction) **is \$82 million**. ODOT has \$8 million and is using that for the initial design work, with a DAP (design acceptance package) expected in 2022 which will establish the footprint and a refined cost estimate.

See attached ODOT 2-page summary of the project. Polk county was seeking a small Congressional earmark and MWACT provided letter of support in April 2021 (see letters section).

- **OR18 @ OR22 “Valley Junction” (Polk County, near Grand Ronde).** This is the area near Spirit Mountain Casino. ODOT is finalizing the facility plan now (October 2021) and has a preferred concept for the interchange where OR 18 and OR 22 meet, along with re-aligning Hwy 18, adding frontage and backage roads, and also realigning a part of OR 22 near “Kissing Rock”. See [ODOT’s project page](#) and the open house with a [flyover of the proposed design](#). I haven’t seen any information about estimated costs, but there may be some planning level costs when the final plan is adopted in early 2022. According to the schedule, a DAP with a refined footprint and refined cost estimate is scheduled for the end of 2022 (note: this info was in the presentation by Brennan Burbank to MWACT on 10/7/21)

6. Preserve Regional Voices Through the Area Commissions on Transportation (ACTs)

The MWVCOG supports legislation and/or policy direction that gives ACTs a voice in policy issues and a role in prioritizing projects for the Enhance Program, Connect Oregon Program, or other state-wide programs

The MWVCOG supports legislation that empowers and enables the ACTs to work with ODOT and the OTC to develop modernization and multimodal plans and setting project funding priorities as part of 20-year plans. MWACT has approved a list of high-priority modernization projects in order to speak with one voice about priority transportation needs.

7. Population Forecasting

The MWVCOG supports changes in the process the Population Research Center (PRC) uses for forecasts to:

- Allow cities and counties (or COGs on their behalf) to submit relevant information such as vacant and developable land and other information that would be useful for the forecast.
- Adjust the county specific methodology for areas that cross county boundaries; and
- Include a requirement that for multiple jurisdiction UGBs (outside the Metro UGB) PRC must provide separated forecasts for each jurisdiction.

8. Broaden Federal Definition of Rural

The MWVCOG support diversification of the definition of “rural area” in state and federal law to broaden eligibility for needed funding source for both federal and state sources based more upon merit and localized rural definitions. This will allow communities to work with federal and state staff to serve areas of greatest need and identify rural communities where, with collaboration, the greatest impact can be made.

Funding applications should be considered based upon a variety of factors that drive available funding to the most rural populations while also evaluating the most economic and community development potential- even if the overall result may benefit communities of population over 50,000.

9. Promote Equitable Broadband Development While Preserving Local Authority of Rights of Way

The MWVCOG supports legislation and legal actions that preserves and restores local government authority to manage public right of ways and local government's ability to set rates and receive compensation for the use of right of ways. MWVCOG supports equitable broadband infrastructure deployment, especially in rural areas, while opposing any legislative efforts restricting municipal authority to provide their own broadband services.



MEMORANDUM

TO: **Board of Directors**
Mid-Willamette Valley Council of Governments

DATE: December 6, 2021

FROM: **Executive Committee**
Mid-Willamette Valley Council of Governments

THRU: **Scott Dadson**, Executive Director

SUBJECT: Proposed COG Membership Fees and Economic Development District Assessment for FY 2022-23

Issue

- A. Should the Board adopt the attached Member Dues schedule for FY 2022-23?
- B. Should the Board adopt the attached Economic Development District (EDD) Assessment for FY 2022-23?
- C. Should the Board Reaffirm the rates for a non-profit affiliate and for-profit business partner programs that allows and strengthens partnerships between the COG and regional non-profits and for-profit companies for FY 2022-23?

Background

MWVCOG uses our membership dues and the EDD Assessment to leverage additional grant funding on behalf of our members and to support all COG member services. The COG Board and staff recognize the funding impacts that our members are likely to experience in the years to come and we hope that our staff have shown the importance and value that we provide to members in leveraging funds generally and strengthening our partnerships, and now more than ever in response to the Coronavirus pandemic.

The COG Executive Committee wishes to affirm the respect and value we place upon your continued membership in service and support of our region and seek your feedback on other ways our staff and the COG Board can be of services to our members.

Section XIII of the Agreement of the Mid-Willamette Valley Council of Governments (MWVCOG) requires that the Executive Committee recommend a participation cost structure to the Council annually, no later than March prior to the fiscal budget cycle. Since most jurisdictions are well into their budget cycle by then, the Board has directed that dues be established at the December meeting prior to them going into effect in the following July.

In December 2006, the Board of Directors approved the recommendation from the Executive Committee that the per capita rate for membership fees be increased by the CPI on an annual basis.

The methodology approved by the Board of Directors for calculating Member dues is as follows:

A per capita rate is established (currently 0.506 for FY 2022-23) and multiplied by the jurisdiction's population as determined by Portland State Population Research Center. Because dues are required to be approved by the Board of Directors at their December meeting, the data we use is the most current available from published sources in November. The per capita rate is adjusted each year by the Consumer Price Index (CPI) for all wage earners in the Seattle area. The minimum and maximum amounts were previously established by the Board of Directors and have been adjusted by the CPI beginning in FY 2007-08.

The methodology for calculating Economic Development District Local Share Fees is as follows: The total amount of dues is determined by the Board of Directors to ensure match funding in order to access the full eligible award from the EDA (currently \$75,000 for FY 2021-22). That figure is multiplied by the percentage of the jurisdiction's population to the total population of the area served.

In FY 2012-13, a concession was granted to Polk County to reduce their member dues to \$5,000 because of loss of timber funds that created a financial hardship on the County. It was agreed that Polk County member dues would increase at least 5 percent (regardless of the CPI) until the dues deficit was made up. Currently the deficit amounts to \$18,588.

Recommendation

On December 9, 2020, the Executive Committee recommended the COG Board:

A. **Member Dues**

Adopt the attached Member Dues Schedule for FY 2022-23 which reflects the following adjustments:

- The most recent population estimates or equivalent
- Increase the per capita rate by 3.3% which reflects the Seattle CPI-W for the first half of 2020 (annualized amount) from the current \$0.490 to \$0.506
- Increase the maximum cap by the CPI from \$43,150 to \$44,574
- Increase the minimum base fee by the CPI from \$1,311 to \$1,354

B. **EDA Assessment**

Adopt the proposed Economic Development District Local Assessment for FY 2021-22 which raises the minimum fee from \$156 to \$161, based upon the adjusted Seattle CPI, and includes spreading the assessment among the other jurisdictions proportionately by population to ensure collection of a minimum of \$75,000, the amount required by the Economic Development Administration (EDA) as match for the EDA Planning Grant.

C. **Affiliate and Business Partner Program**

Reaffirm the rates for a non-profit affiliate and for-profit business partner program that allows and strengthens partnerships between the COG and regional non-profits and for-profit companies. Below are the program guidelines that clearly define who is eligible and benefits provided under both programs:

	Individual / Non-Profit Affiliate	For-Profit Business Partner
Cost	\$500	\$500
Eligibility	Non-profit regional organizations and statewide intergovernmental associations that either have government representation on their boards (i.e. SEDCOR, Travel Salem, LOC, AOC, OSBA) or that partner with the COG in the delivery of its programs and services (i.e. Boys and Girls Club) This category would also be available to individuals in organizations who work regularly with the COG (i.e. Regional Solutions Coordinator).	Any for-profit Business that does business with the public entities that make up membership in the COG.
	Individual / Non-Profit Affiliate	For-Profit Business Partner
Scope of Services	<p>Affiliates would receive all COG publications, member pricing for training and events, and member rates for fee-for-service programs that were also offered to non-member entities (i.e. GIS, transportation modeling, etc.).</p> <p>Affiliate members would also receive recognition on the COG website.</p> <p>Affiliate members would not be eligible to participate in the COG's fee for service programs that are limited to government entities (i.e. recruitments, strategic planning, etc.).</p>	<p>Business Partners would receive all COG publications, member pricing for training and events, and member rates for fee-for-service programs that were also offered to non-member entities (i.e. GIS, transportation modeling, etc.).</p> <p>Business Partners would also receive recognition in COG publications and website. Business Partners would not be eligible to participate in the COG's fee for service programs that are limited to government entities (i.e. recruitments, strategic planning, etc.).</p>

Discussion

The adjustment to the Member Dues is in accordance with the policy adopted by the COG Board in 2006. It reflects population increases or decreases, if applicable. In the case of Polk County, dues were increased 5% from last year's dues. Overall, these adjustments result in an increase to the COG dues of \$2,374 (.8%).

With respect to the Economic Development District Assessment, the MWVCOG uses these funds to leverage additional grants to its members. The minimum assessment in FY 2021-22 was \$156, with a proposed increase to minimum assessment of \$161 for FY22/23. The remaining balance to meet a match of \$75,000 is spread out pro-rata based upon the jurisdiction's population. Unless requirements change from the EDA, it is anticipated the match requirement of \$75,000 would remain the same in subsequent years. Because the EDA allows staff time spent on certain project to be counted as "in-kind" match, staff will track and report such time, and any assessment amounts off-set by in-kind work will be carried forward and be taken into consideration, along with a reasonable reserve, when setting the total assessment target amount in future years.

Attachments:

Dues Schedule

EDA Assessment Schedule

Mid-Willamette Valley Council of Governments

FY 2022-23 Membership Dues

July 2018	July 2019	July 2020		FY 2021-22	Proposed
Population	Population	Population	Jurisdiction	COG Dues	FY 2022-23
					COG Dues
98,497	99,820	97,773	MARION COUNTY (less member cities)	\$43,150	\$ 44,574
138,825	140,480	141,350	City of Salem (Marion Co.)*	See Below	See Below
3,975	4,130	4,215	City of Aumsville	2,205	2,133
985	985	1,023	City of Aurora	1,311	1,354
210	210	205	City of Detroit	1,311	1,354
985	990	995	City of Donald	1,311	1,354
440	440	498	City of Gates	1,311	1,354
2,585	2,615	2,624	City of Gervais	1,396	1,354
3,305	3,305	3,454	City of Hubbard	1,765	1,748
78	90	90	City of Idanha	1,311	1,354
3,245	3,265	3,335	City of Jefferson	1,743	1,688
38,505	38,580	38,585	City of Keizer	20,603	19,524
3,415	3,465	3,595	City of Mt. Angel	1,850	1,819
435	435	440	City of St. Paul	1,311	1,354
375	380	387	City of Scotts Mills	1,311	1,354
10,325	10,380	11,050	City of Silverton	5,543	5,591
7,810	7,870	8,159	City of Stayton	4,203	4,128
2,890	2,970	3,050	City of Sublimity	1,586	1,543
2,085	2,215	2,410	City of Turner	1,311	1,354
24,760	25,135	25,882	City of Woodburn	13,423	13,096
18,730	18,440	15,058	POLK COUNTY (less member cities)	7,631	8,269
26,440	26,920	29,768	City of Salem (Polk Co.)*	See Below	See Below
15,830	16,260	17,201	City of Dallas	8,684	8,704
955	980	1,000	City of Falls City	1,311	1,354
9,370	9,530	9,851	City of Independence	5,089	4,985
9,890	9,920	10,022	City of Monmouth	5,297	5,071
885	890	905	City of Willamina (Polk Co.)**	See Below	See Below
27,275	27,375	27,005	YAMHILL COUNTY (less member cities)	14,620	13,665
1,655	1,670	1,705	City of Amity	1,311	1,354
2,270	2,270	2,290	City of Carlton	1,311	1,354
2,720	2,740	2,745	City of Dayton	1,463	1,389
3,230	3,235	3,285	City of Dundee	1,727	1,662
4,105	4,125	4,255	City of Lafayette	2,203	2,153
33,810	33,930	34,615	City of McMinnville	18,120	17,515
23,795	24,045	24,120	City of Newberg	12,841	12,205
6,190	6,205	6,100	City of Sheridan	1,131	3,087
1,275	1,360	1,375	City of Willamina (Yamhill Co.)**	See Below	See Below
1,090	1,105	1,110	City of Yamhill	1,311	1,354
			SPECIAL DISTRICTS		
5,693	5,693	5,500	Salem Area Transit District	3,040	2,783
9,818	9,818	10,151	Chemeketa Community College	5,243	5,136
41,177	41,177	41,177	Salem/Keizer School District	21,991	20,836
			Willamette ESC	1,311	1,354
			Chehalem Park & Recreation District	1,311	1,354
			Marion SWCD	1,311	1,354
5,454	5,516	5,689	Confederated Tribes of the Grand Ronde		
			Community of Oregon	2,945	2,879
165,265	167,400	171,118	*City of Salem Total Fee	40,933	44,574
2,160	2,250	2,280	**City of Willamina Total Fee	1,311	1,354
			TOTALS	\$ 271,401	\$ 273,775

Mid-Willamette Valley Community Development Partnership Board
Economic Development District
FY 2022-23 Proposed Assessment

July 2019 Population	July 2020 Population	Percent of Pop.	Jurisdiction	FY 2021-22 Assessment	Proposed FY 2022-23 Assessment
347,760	349,120	36.99%	Marion County	27,161	27,000
82,940	83,805	8.88%	Polk County	6,479	6,482
108,060	108,605	11.51%	Yamhill County	8,441	8,402
4,130	4,215	0.45%	City of Aumsville	322	329
785	985	0.10%	City of Aurora	156	161
210	205	0.02%	City of Detroit	156	161
990	995	0.11%	City of Donald	156	161
485	495	0.05%	City of Gates	156	161
2,615	2,620	0.28%	City of Gervais	205	204
3,305	3,315	0.35%	City of Hubbard	256	256
155	155	0.02%	City of Idanha	156	161
3,265	3,280	0.35%	City of Jefferson	256	256
38,580	38,585	4.09%	City of Keizer	3,016	2,986
3,465	3,520	0.37%	City of Mt. Angel	271	270
435	440	0.05%	City of St. Paul	156	161
167,400	168,970	17.90%	City of Salem	13,075	13,067
380	385	0.04%	City of Scotts Mills	156	161
10,380	10,520	1.11%	City of Silverton	813	810
7,870	7,780	0.82%	City of Stayton	615	599
2,970	3,050	0.32%	City of Sublimity	234	234
2,215	2,410	0.26%	City of Turner	176	190
25,135	25,185	2.67%	City of Woodburn	1,962	1,949
16,260	16,555	1.75%	City of Dallas	1,267	1,278
980	1,000	0.11%	City of Falls City	156	161
9,530	9,675	1.02%	City of Independence	747	745
9,920	9,940	1.05%	City of Monmouth	776	767
1,670	1,705	0.18%	City of Amity	156	161
2,270	2,290	0.24%	City of Carlton	176	175
2,740	2,745	0.29%	City of Dayton	212	212
3,235	3,285	0.35%	City of Dundee	256	256
4,125	4,155	0.44%	City of Lafayette	322	321
33,930	34,615	3.67%	City of McMinnville	2,650	2,679
24,045	24,120	2.56%	City of Newberg	1,881	1,869
6,205	6,100	0.65%	City of Sheridan	483	475
2,250	2,280	0.24%	City of Willamina	176	175
1,105	1,110	0.12%	City of Yamhill	156	161
			Confederated Tribes of the Grand		
5,516	5,689	0.60%	Ronde Community of Oregon	432	438
			Marion SWCD	156	161
			Chemeketa Community College	156	161
			Chehalem Park & Recreation District	-	161
			Salem/Keizer School Dist	156	161
			Salem Area Transit District	156	161
			WESD	156	161
<u>937,311</u>	<u>943,904</u>	<u>100%</u>	TOTALS	<u>\$ 75,000</u>	<u>75,000</u>



MEMORANDUM

TO: Board of Directors
Mid-Willamette Valley Council of Governments

DATE: December 14, 2021

THRU: Scott Dadson
Executive Director

FROM: Amber Mathiesen
Finance Director

SUBJECT: Supplemental Budget #1

ISSUE

Should the Mid-Willamette Valley Council of Governments (COG) adopt a supplemental budget?

BACKGROUND

This resolution adjusts the 2021-22 Fiscal Year budget to provide compliance with Oregon Budget Law. The resolution adjusts the FY 2021-22 budget for unforeseen events including unanticipated costs or additional unanticipated revenue.

This is common practice and is done by most local governments at least annually, if not more often. Under Oregon Budget Law, there are three ways to change appropriations after the budget is adopted:

1. A transfer of appropriations which decreases an appropriation and increases another. This is the simplest budget change allowed under Oregon Budget law. This does not increase the overall budget. This is approved by a Board resolution.
2. A supplemental budget of less than 10 percent of total appropriations within an individual fund follows a process similar to the transfer of appropriations.
3. A supplemental budget in excess of 10 percent of total appropriations requires a longer process. This process includes a notice in the paper and a public hearing.

The third type of budget change is necessary for fiscal year 2021-22 and has been duly advertised and noticed. Attached is resolution for Board approval.

Supplemental budget amendments include:

- MWVCOG anticipates receipt of grant funding not anticipated in the original budget via newly announced CDBG-CV-2 funding through Business Oregon to further support our housing rehabilitation program. The \$500,000 application is in process and an award announcement is expected by January 2022. If funds are not awarded, they will not be expended, but by including the funds in this supplemental budget we are poised to make any needed expenditures.
- The Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) was signed into law on December 27, 2020. By formula, SKATS (Salem-Keizer Area Transportation Study) was allocated \$1,930,892. In August, ODOT provided an equal amount of state funds to the MWVCOG via electronic transfer (see letter from ODOT dated September 10, 2021). On October 26, 2021, the SKATS Policy Committee adopted Resolution 21-17 which allocated these funds to MWVCOG and to the local jurisdictions in SKATS, according to the table in Attachment A of the resolution. Funds will be distributed after the MWVCOG board approves this resolution for Supplemental Budget.

RECOMMENDATION

Approve Resolution 2021-12, approving Supplemental Budget No.1 amending, and appropriating funds in the fiscal year 2021-22 budget.

BEFORE THE BOARD OF DIRECTORS
FOR THE MID-WILLAMETTE VALLEY COUNCIL OF GOVERNMENTS
In the matter of making appropriations
For Fiscal Year 2021-22

RESOLUTION 2021-12

WHEREAS, it is necessary for the Mid-Willamette Valley Council of Governments, hereinafter called MWVCOG to amend the Budget for fiscal year 2021-22.

WHEREAS, Originally the COG was planning to receive \$85,000 for administrative costs for staff's work on this grant as shown in the Personal Services category. Through further discussion during the application process, the COG will act as the fiscal agent for the funds. This required adding the remaining \$415,000 of the grant to Materials and Services to allow for expenditure of the funds as pass-through payments to contractors; and,

WHEREAS, further, this changes to the total amended appropriations for said category, as advertised.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Mid-Willamette Valley Council of Governments:

THAT the MWVCOG Board of Directors hereby adopts the amendment to the Budget for fiscal year 2021-22; and

THAT the following amounts are hereby appropriated for the purposes specified for the fiscal year 2021-22:

Appropriations	Reason for Change	Budget	Increase	Decrease	Revised Budget
Personal Services	CDBG Grant Funds	\$2,516,315	\$ 85,000	\$ -	\$2,601,315
Materials and Services	Coronavirus Response and Relief Supplemental Appropriations Act	\$1,873,163	\$1,930,892	\$ -	
	CDBG Grant Funds Housing Rehab funding/pass-thru		\$415,000	\$ -	\$4,219,055
	Total Changed Appropriations	\$4,389,478	\$2,430,892		\$6,820,370

THAT the Executive Director is authorized to execute said Budget and shall file a true copy of the Budget with the Oregon Department of Revenue.

ADOPTED by the Board of Directors of the Mid-Willamette Valley Council of Governments at Salem, Oregon this 14th day of December 2021.

ATTEST Sal Peralta, Chair
MWVCOG Board of Directors

Scott Dadson Executive Director



Oregon

Kate Brown, Governor

Department of Transportation

Statewide Investments Section

555 13 Street NE

Salem, Oregon, 97301-4178

Phone: (503) 986-4453

FILE CODE:

September 10, 2021

Scott Dadson
Executive Director
100 High Street SE
Salem, Oregon 97301

Mike Jaffe
Transportation Planning Manager
100 High Street SE
Salem, Oregon 97301

Subject: 2020 Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA)
Funds

Dear Mr. Dadson and Mr. Jaffe,

In December of 2020, the federal government passed the Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA). This bill provided funding through Federal Highway Administration (FHWA) to the Oregon Department of Transportation (ODOT), which also included allocations for funding to be spent in the three Transportation Management Areas (TMAs).

This bill provided a unique situation to meet the federal requirements to receive the funding by illustrating revenue loss instead of the normal federal aid process. With this unique option from this bill, ODOT and the three TMAs met and agreed ODOT would proceed with the revenue loss option. In July of 2021, ODOT successfully met the federal requirements for revenue loss and was reimbursed the federal funding after support from the TMAs.

With ODOT meeting the federal requirements, revenue loss sharing has occurred with cities, counties, MPOs, TMAs and Ports throughout the state. The state funds distributed by ODOT and received by our local partners do not have any federal requirements associated with them and are for use at the discretion of the agencies and these agencies do not need to report to ODOT about their use.

In August, ODOT sent an electronic funds transfer to the Mid-Willamette Valley Council of Governments in the amount of \$1,930,892 which is at the discretion of the Council of Governments.

Sincerely,

Jeff Flowers
Statewide Investments Section Manager

Resolution 21-17**Resolution of the Salem-Keizer Area Transportation Study (SKATS) Policy Committee
Adopting the Coronavirus Response and Relief Supplemental Appropriations Act
(CRRSAA) Funding Distribution**

WHEREAS, the Salem-Keizer Area Transportation Study Policy Committee has been designated by the State of Oregon as the official Metropolitan Planning Organization (MPO) for the Salem-Keizer Urbanized Area; and

WHEREAS, the Policy Committee of the Salem-Keizer Area Transportation Study is authorized by the Cooperative Agreement dated April 6, 1987, and reaffirmed with the adoption of the SKATS Planning Work Program annually, to act on all administrative matters related to transportation projects; and

WHEREAS, in December 2020, the Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) was passed by Congress and signed by the president to provide direct economic assistance to preserve jobs that were impacted by the COVID-19 pandemic; and

WHEREAS, the legislation provided the State of Oregon, through the Oregon Department of Transportation (ODOT) \$123,980,570, with a sub-allocation to the Transportation Management Area (TMA), represented by SKATS of \$1,930,892; and

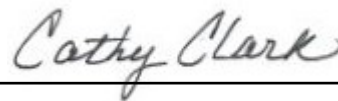
WHEREAS, ODOT met the federal requirements for demonstrating revenue loss within the TMAs and was reimbursed the federal funding and distributed state funds to the TMAs in lieu of their share with no federal requirements associated with them and are for use at the discretion of the agencies; and

WHEREAS, ODOT sent an electronic transfer of funds to the Mid-Willamette Valley Council Governments in the amount of \$1,930,892 for use at the discretion of SKATS.

**NOW THEREFORE, BE IT RESOLVED BY THE POLICY COMMITTEE OF
THE SALEM-KEIZER AREA TRANSPORTATION STUDY:**

THAT the SKATS Policy Committee hereby adopts the distribution of the CRRSAA funds as set forth in *Attachment A* and requests that the Mid-Willamette Valley Council of Governments distribute these funds in the amounts and to the local jurisdictions described in Attachment A at its earliest convenience after approval by the MWVCOG Board of Directors.

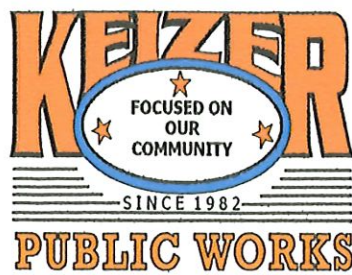
ADOPTED by the Policy Committee of the Salem-Keizer Area Transportation Study on the 26th day of October 2021.



Chair
Salem-Keizer Area Transportation Study
Policy Committee

Attachment A:

Coronavirus Response and Relief Supplemental Appropriations Act (CRRSAA) Distribution		
CRRSAA Funding in SKATS		
SKATS Allocation	<u>\$1,930,892</u>	
Distribution* by Jurisdiction		Proposed Use
MWVCOG	\$442,000	Household Activity Survey, Safe Routes to School match, and audit and administration expense.
Salem	\$942,961	Construct pedestrian safety projects. This may include projects identified through the Safer Pedestrian Crossings Program (median islands, curb extensions, RRFBs), pedestrian walkways, or similar.
Marion	\$290,269	Cover over-match and cost overages on existing projects.
Keizer	\$223,036	Add to the road maintenance or resurfacing program.
Polk	\$21,290	SKATS dues in future years.
Turner	\$11,336	Upgrade the school hazard safety signage. The upgrade will include a new computerized scheduling board, and the ability to do remote access to schedule light timing.
Total	<u>\$1,930,892</u>	
*Based on population using 2010 Census Data (for cities and counties)		



City of Keizer - Public Works Department

930 Chemawa Rd. N.E., Keizer, OR 97303

PO Box 21000, Keizer, OR 97307

(503)390-3700 fax (503) 393-9437

www.keizer.org

October 15, 2021

Mayor Cathy Clark
Policy Committee Chair
100 High Street SE, Ste. 200
Salem, Oregon 97301

Mike Jaffe
Transportation Planning Director
100 High Street SE, Ste. 200
Salem, Oregon 97301

Subject: 2020 Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA) Funds

To the SKATS Policy Committee:

In December of 2020, the federal government passed the Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA). This bill provided funding through the Federal Highway Administration (FHWA) to the Oregon Department of Transportation (ODOT) and also included allocations for funding to be spent in the Oregon's three Transportation Management Areas (TMAs) including the Salem Keizer Area Transportation Study (SKATS).

In August, ODOT sent an electronic funds transfer to the Mid-Willamette Valley Council of Governments in the amount of \$1,930,892 for their share of the funds. On September 28, 2021, the SKATS Policy Committee directed that the locals provide information on where the funds will be used. The funds must be used on transportation projects within the SKATS boundary.

The City of Keizer's share of the funds is \$223,036.00. The City of Keizer Public Works Department intends to add these funds to the city's Street Fund, to be used for street maintenance and/or street resurfacing on roads within the SKATS boundary.

If the funds are used for a different purpose than stated above, we will notify the SKATS Planning Director prior to expending the funds.

Sincerely,

Bill Lawyer
Public Works Director



Marion County

OREGON

PUBLIC WORKS

October 19, 2021

(503) 588-5036

BOARD OF COMMISSIONERS

Kevin Cameron, Chair
Danielle Bethell
Colm Willis

Mayor Cathy Clark
Policy Committee Chair
100 High Street SE, Ste. 200
Salem, Oregon 97301

Mike Jaffe
Transportation Planning Director
100 High Street SE, Ste. 200
Salem, Oregon 97301

Subject: 2020 Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA) Funds

DIRECTOR

Brian Nicholas, P.E.

To the SKATS Policy Committee:

ADMINISTRATION

In December 2020, the federal government passed the Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA). This bill provided funding through the Federal Highway Administration (FHWA) to the Oregon Department of Transportation (ODOT) and also included allocations for funding to be spent in Oregon's three Transportation Management Areas (TMAs) including the Salem Keizer Area Transportation Study (SKATS).

BUILDING INSPECTION

EMERGENCY MANAGEMENT

In August, ODOT sent an electronic funds transfer to the Mid-Willamette Valley Council of Governments in the amount of \$1,930,892 for their share of the funds. On September 28, 2021, the SKATS Policy Committee directed that the local agencies provide information on where the funds will be used. The funds must be used on transportation projects within the SKATS boundary.

ENGINEERING

ENVIRONMENTAL SERVICES

Marion County's share of the funds is: \$290,269 and are intended to be used for the following purpose:

OPERATIONS

The funds will be used on federal projects within the SKATS boundary where costs have increased and require the County to pay for project costs in excess of the Federal Grant. There has been a bigger impact to project overages, due to COVID and the associated loss in gas tax revenue.

PARKS

PLANNING

SURVEY

Potential projects which require County funding above the standard match are shown below.

- Traffic Signal Interconnects
- Hollywood Dr: Silverton Rd to Greenfield Lane
- Lancaster Dr: Center St to Monroe Ave (Salem)

All of the projects above are expected to go to construction in 2022.

If the funds are used for a different purpose than stated above, we will notify the SKATS Planning Director prior to expending the funds.

Sincerely,

Lani Radtke, PE
County Engineer
Marion County



POLK COUNTY

POLK COUNTY COURTHOUSE * DALLAS, OREGON 97338
(503) 623-9237 * FAX (503) 623-6009

COMMUNITY DEVELOPMENT

AUSTIN MCGUIGAN
Director

October 15, 2021

Mayor Cathy Clark
Policy Committee Chair
100 High Street SE, Ste. 200
Salem, Oregon 97301

Mike Jaffe
Transportation Planning Director
100 High Street SE, Ste. 200
Salem, Oregon 97301

Subject: 2020 Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA) Funds

To the SKATS Policy Committee:

In December of 2020, the federal government passed the Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA). This bill provided funding through the Federal Highway Administration (FHWA) to the Oregon Department of Transportation (ODOT) and also included allocations for funding to be spent in the Oregon's three Transportation Management Areas (TMAs) including the Salem Keizer Area Transportation Study (SKATS).

In August, ODOT sent an electronic funds transfer to the Mid-Willamette Valley Council of Governments in the amount of \$1,930,892 for their share of the funds. On September 28, 2021, the SKATS Policy Committee directed that the locals provide information on where the funds will be used. The funds must be used on transportation projects within the SKATS boundary.

The Polk County share of the funds is: \$21,290. Polk County intends to use the funds for SKATS dues in future years.

If the funds are used for a different purpose than stated above, we will notify the SKATS Planning Director prior to expending the funds.

Sincerely,

Austin McGuigan, Director
Polk County Community Development



Public Works Department

555 Liberty Street SE / Room 325 • Salem OR 97301-3513 • Phone 503-588-6211 • Fax 503-588-6025

October 15, 2021

Cathy Clark, Chair
Policy Committee Chair
100 High Street SE, Ste. 200
Salem, Oregon 97301

Mike Jaffe
Transportation Planning Director
100 High Street SE, Ste. 200
Salem, Oregon 97301

**Subject: 2020 Coronavirus Response and Relief Supplemental Appropriations Act
(HIP-CRRSAA) Funds**

To the SKATS Policy Committee:

In December 2020, the federal government passed the Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA). This bill provided funding through the Federal Highway Administration (FHWA) to the Oregon Department of Transportation (ODOT) and also included allocations for funding to be spent in Oregon's three Transportation Management Areas (TMAs), including the Salem Keizer Area Transportation Study (SKATS).

In August, ODOT sent an electronic funds transfer to the Mid-Willamette Valley Council of Governments in the amount of \$1,930,892 for SKATS' share of the funds. On September 28, 2021, the SKATS Policy Committee directed that the affected member jurisdictions provide information on how the funds will be used. The funds must be used on transportation projects within the SKATS boundary.

The share of the funds allocated to the City of Salem is \$942,961. The City of Salem intends to use the funds to construct pedestrian safety projects. This may include projects identified through the Safer Pedestrian Crossings Program (median islands, curb extensions, RRFBs), pedestrian walkways, or similar.

If the funds are used for a different purpose than stated above, we will notify the SKATS Planning Director prior to expending the funds.

Sincerely,

for

Peter Fernandez, PE
Public Works Director

JP\\fileshare2\\PWGroup\\director\\Judy\\Director\\HIP-CRRSAA Funds.docx

cc: Julie Warncke, Transportation Planning Manager

**Transportation and Utility
Operations**

1410 20th Street SE / Building 2
Salem OR 97302-1209
Phone 503-588-6063
Fax 503-588-6480

Parks Operations

1460 20th Street SE / Building 14
Salem OR 97302-1209
Phone 503-588-6336
Fax 503-588-6305

**Willow Lake Water Pollution
Control Facility**

5915 Windsor Island Road N
Keizer OR 97303-6179
Phone 503-588-6380
Fax 503-588-6387

5255 Chicago Street SE
Post Office Box 456
Turner, Oregon 97392-0456



Phone: (503) 743-2155
Fax: (503) 743-4010
www.cityofturner.org

October 13, 2021

Mayor Cathy Clark
Policy Committee Chair
100 High Street SE, Ste. 200
Salem, Oregon 97301

Mike Jaffe
Transportation Planning Director
100 High Street SE, Ste. 200
Salem, Oregon 97301

Subject: 2020 Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA) Funds

To the SKATS Policy Committee:

In December of 2020, the federal government passed the Coronavirus Response and Relief Supplemental Appropriations Act (HIP-CRRSAA). This bill provided funding through the Federal Highway Administration (FHWA) to the Oregon Department of Transportation (ODOT) and also included allocations for funding to be spent in the Oregon's three Transportation Management Areas (TMAs) including the Salem Keizer Area Transportation Study (SKATS).

In August, ODOT sent an electronic funds transfer to the Mid-Willamette Valley Council of Governments in the amount of \$1,930,892 for their share of the funds. On September 28, 2021, the SKATS Policy Committee directed that the locals provide information on where the funds will be used. The funds must be used on transportation projects within the SKATS boundary.

The City of Turner's share of the funds is: \$11,336.00. City of Turner intends to use the funds to upgrade the school hazard safety signage. The upgrade will include a new computerized scheduling board, and the ability to do remote access to schedule light timing.

If the funds are used for a different purpose than stated above, we will notify the SKATS Planning Director prior to expending the funds.

Sincerely,

A handwritten signature in black ink, appearing to read 'DS' or 'Sawyer'.

David Sawyer
City Administrator
5255 Chicago Street SE
Turner, OR 97392
(503) 743-2155
Manager@cityofturner.org



MEMORANDUM

TO: Board of Directors
Mid-Willamette Valley Council of Governments

DATE: December 14, 2021

FROM: Renata Wakeley
Acting Executive Director

RE: Election of Officers for 2022

Action Requested

Approve the following CY 2022 MWVCOG slate of officers:

- Chair: Councilor Sal Peralta, City of McMinnville
- Vice Chair: Lisa Leno, Confederated Tribes of Grand Ronde
- Immediate Past Chair: Jackie Franke, Chemeketa Community College
- Ian Davidson, Salem Area Mass Transit District (Cherriots)

Background

Under the 190 Agreement, the Executive Committee annually nominates a Chair and Vice Chair to the COG Board for the new calendar year. The Agreement provides that the Immediate Past Chair, Jackie Franke (Chemeketa Community College), will automatically serve on the Executive Committee for one year; and that a fourth member be selected by the Board Chair.

After discussion at their December 9, 2021, meeting, the Executive Committee is recommending that the current Chair, Vice Chair, and Immediate Past Chair positions remain with the incumbents. The fourth position, currently held by Woodburn Mayor Eric Swenson, would be transferred to Ian Davidson who represents the Cherriots Board. Both parties have agreed to this change.