

**AGENDA**  
**Rogue Valley Council of Governments**  
**Board of Directors**

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**Date:** Wednesday, April 24, 2024

**Time:** 12:00 noon

**Location:** RVCOG Lewis Conference Room – 155 N 1<sup>st</sup> Street, Central Point, OR

**Zoom** <https://us06web.zoom.us/j/84017115221?pwd=QpowvMuEGf7tXgrWxETADQYQaZ5JZr.1>

Meeting ID: 840 1711 5221 / Passcode: 298449

(408) 638-0968 US (San Jose) / (253) 215-8782 US (Tacoma)

1. **Call to Order / Attendance**.....Chair
2. **Introductions and Comments from Members / Public**.....Chair
3. **Presentation**
  - A. 32<sup>nd</sup> Annual Rogue River Cleanup and other programs – RVCOG Natural Resources Department
4. **Consent Agenda** .....Chair
  - A. Approve Meeting Minutes from March 27, 2024
5. **Reports**..... Executive Director
  - A. Executive Director’s Report
6. **Regional Update / Open Air**..... All
7. **Other Business**.....Chair
8. **Agenda Build (May Meeting)**..... All
  - A. Board Discussion and Public Comments Regarding RVCOG Fiscal Year 2024-2025 Approved Budget
  - B. Board Discussion and Public Comments Regarding RVCOG Fiscal Year 2023-2024 Amended Budget
  - C. Presentation Results Executive Director 360 Evaluation
  - D. Board Discussion Regarding Executive Director Employment Agreement
9. **Next Meeting**.....Chair

The next meeting will be held on **Wednesday, May 22, 2024**.

**Adjournment**

**Questions? Please contact RVCOG at 541-664-6674. If assistance is needed to participate in this meeting, please notify us at least 24 hours prior to the meeting to assist staff in providing reasonable accommodation.**



**TWO  
EVENTS!**

# 32ND ANNUAL ROGUE RIVER CLEAN-UP & LET'S PULL TOGETHER!

**SATURDAY, MAY 18TH, 2024, 8:00AM - 2:00PM**

**Join us for a coordinated trash clean-up and  
weed-pull event along the Rogue River  
in Josephine County!**

**Volunteer Swag + Prizes!**

**Info Booths!**

**Music!**

**Lunch, Snacks, + Water Provided!**

**Raffle!**

**CHECK IN &  
CLEAN-UP**

**8:00AM - 12:00PM  
Hog Creek County Park**

**CHECK OUT &  
AFTER-PARTY**

**12:00PM - 2:00PM  
Indian Mary County Park**

**REGISTER**

**[Stream-Smart.com/rogue-river-clean-ups](https://Stream-Smart.com/rogue-river-clean-ups)**



**SCAN ME**



**Rogue Valley Council of Governments**  
**Board of Directors Meeting**  
*Lewis Conference Room/Zoom Webinar*

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Minutes from the meeting held March 27, 2024

**VOTING MEMBERS**

**Present:**

<i>President Jody Hathaway (ECSO)</i>	Councilor Valerie Lovelace (Grants Pass)
<i>1<sup>st</sup> Vice President John Quinn (RVSS)</i>	Councilor Kathy Nuckles (Shady Cove)
<i>2<sup>nd</sup> Vice President Colleen Padilla (SORED)</i>	Board Member Viki Brown (JCLD)
<i>Board Member Bill Mansfield (RVTD)</i>	Board Member Jill Smedstad (JSWCD)
<i>Mayor Pam VanArsdale (Rogue River)</i>	Board Member Jonah Liden (RCC)
Councilor Dylan Bloom (Ashland)	Board Member Marc Overbeck (SOU)
Councilor Bill Rigney (Gold Hill)	

**Absent:**

<i>1<sup>st</sup> Vice President Carl Tappert (RVSS)</i>	Commissioner John West (Josephine County)
<i>Councilor Kelley Johnson (Central Point)</i>	Councilor Eric Stark (Medford)
Butte Falls Representative	Mayor Terry Baker (Phoenix)
Mayor Meadow Martell (Cave Junction)	Mayor Darby Ayers-Flood (Talent)
Mayor Kathy Sell (Eagle Point)	Fire Chief Mike Hussey (JCFD 3)
Commissioner Rick Dyer (Jackson County)	
Councilor Andrea Thompson (Jacksonville)	

*Italics* = Executive Committee

**Non-Voting Members:**

**Guests:**

Rep. Christine Goodwin (District 4)	Diana Burney, APD
Jessica LaBerge (Southern Oregon's Regional Solutions)	Bonnie Huard, DSAC
Sharen Yeager, APD	Katy Callies, DSAC
	Kerrie Walters, DSAC

**RVCOG Staff:**

Ann Marie Alfrey, Executive Director	Kerstin Sachse, Administrative Specialist
Adrian Modjeski, HR & Admin Services Director	

**1. Call to Order/Attendance**

President Jody Hathaway called the meeting to order at 12:01 p.m.

**2. Introductions and Comments from Members/Public**

President Hathaway welcomed all guests to the meeting. Introductions of the DSAC members were made by Sharen Yeager.

**3. Presentation**

*A. Accessible Parking Presentation, Disability Services Advisory Council*

Bonnie Huard, Katy Callies, and Kerrie Walters present about the accessibility and enforcement of ADA parking.

#### 4. Action Item

##### A. *Appointment of Board Members to Budget Committee*

Bill Mansfield (RVTD), Dylan Bloom (City of Ashland), and Valerie Lovelace (City of Grants Pass) agreed to participate on the budget committee.

##### B. *Discussion of potential agreement with Oregon DEQ to provide limited services outside Jackson and Josephine Counties.*

Oregon DEQ is looking for a new organization that will take over the handling of payroll for low-hour employees. Some of the work will take place in Jackson and Josephine County and portions of the work may be supervised by RVCOG Natural Resources Department. Other work will take place in the greater Southern Oregon region and RVCOG would handle strictly processing the payroll. Impact on the budget was discussed.

**MOTION:** Member Bill Mansfield moved to preliminary approve the action item. Councilor Dylan Bloom seconded the motion. The motion was approved unanimously.

#### 5. Consent Agenda

##### A. *Meeting Minutes from February 28, 2024*

**MOTION:** Councilor Valerie Lovelace moved to approve the consent agenda. Councilor Bill Rigney seconded the motion. The motion was approved unanimously.

#### 6. Reports

##### A. *Executive Director's Report*

###### *RVCOG Budget Update*

A brief update on a few items that will have an impact on the proposed budget was given. These include a proposed 3.5% COLA for all staff, as well as rate increases for health insurance premiums.

###### *Executive Director 360 Review*

The survey has been sent out and is open. Deadline for the response is April 1<sup>st</sup>. The survey was distributed to RVCOG Board members, RVCOG staff, and community partners. The Executive Committee will review the results and approve the draft of the new employment contract.

###### *AlertWest*

No update on the FEMA-HMGP application available. OHAZ is still waiting for the response.

###### *Financial Reports*

Aged receivables are continuing to decrease and the financial reports for the last quarter are still in progress.

#### 7. Regional Update / Open Air

*Jackson County Library District (JCLD)* – Board Member Viki Brown started her report with the news that a new Finance Director was hired, and the first budget session will be held today.

*Rogue Valley Sewer Services* – 1<sup>st</sup> Vice President Quinn gave a brief update on the progress of the Gold Hill Annexation.

*City of Shady Cove* – Councilor Kathy Nuckles reported that the first round of interviews for the City Administrator were unsuccessful, but new applicants are currently being reviewed. Funding in the amount of \$1.5M was received to start the process to develop a municipal water system. The City of Shady Cove has a new logo thanks to a graphics design class at SOU.

*Southern Oregon University* – Member Marc Overbeck introduced himself to the RVCOG Board, since he is newly appointed as a representative. He is the new Director of Government Relations at SOU. Please contact him with any questions [overbeckm@sou.edu](mailto:overbeckm@sou.edu)

Rogue Community College – Member Jonah Liden updated everyone on the process of the bond exploration. They are currently in the pooling phase and looking for feedback from the community, in addition to collecting information from existing programs. RCC is hoping to go out for the bond in November 2024 or May 2025.

City of Gold Hill – Councilor Bill Rigney had nothing to report besides expressing gratitude towards RVCOG for help with the TGM grant and a grant for city hall to comply with ADA requirements. Also still waiting for a grant from the state to update the water treatment plant. A new councilor was appointed just in time for the next election in May.

Rogue Valley Transportation District (RVTD) – Board Member Bill Mansfield reported that the general services building is almost completed and will be viewed by the Board this evening.

Southern Oregon's Regional Solutions – Regional Solutions Coordinator Jessica LaBerge updated everyone on the refreshing of their advisory committees in April. She will be sending out information about this to everyone.

City of Ashland – Councilor Dylan Bloom spoke about Ashland refusing to accept additional funding from ACCESS, as they will be closing the shelter. They are trying to focus on a more long-term solution with a homelessness masterplan subcommittee. The first reading of the 5G ordinance is finally passed. The water treatment plant will need rebuilding and the city council approved the city to move forward with an application through the EPA for \$7M. A ballot initiative was started by concerned citizens to push back on this matter. Ashland is working to educate citizens about the whole process.

SORED I – Executive Director Colleen Padilla started her report with the announcement that March is a busy time for SOREDI due to enterprise management and property tax filings that are due April 1<sup>st</sup>. Their jurisdictional membership rates are adjusted according to population every four years. This will happen this year and information will be sent out.

City of Grants Pass – Councilor Valerie Lovelace reported that Grants Pass is doing annexations and property line vacations. Grants Pass is still struggling with public safety funds and is still looking for a Fire Chief. The current City Manager is trying to change to a different city, but so far has been unsuccessful. The water treatment update process was started in 2011 and the cost increased significantly. Still waiting for a response on the BRIC grant. The presentation of the argument in the ongoing lawsuit from Grants Pass will take place on April 12<sup>th</sup>, 2024. The budget is coming up in May.

District 4 – Representative Christine Goodwin started her report with additional information on current housing programs and drug addiction programs. The bill to address Measure 110 is making progress, despite big resistance. Drugs are being recriminalized and treatment will be required. Penalties for drug dealers are being restored. Funding is being requested and monitored to support these efforts. Smaller communities are of concern. Regarding the housing, the land supply was the biggest issue. If there is funding available, legislators are applying and working for money to be made available to the communities. She was able to get a state tax exemption for fire victims if they receive a settlement. Another focus for her were rural pharmacies and VA homes. She also informed everyone that she will be running for the senate seat.

ECSO – President Jody Hathaway informed everyone that ECSO did receive \$2.5M for the radio project. There is still a shortfall, and they will be asking for additional funding. Three conditional job offers were made, but staffing is still short. The contract with the union was successfully negotiated and approved by the Board and is part of the started budget discussions.

**8. Other Business**

There was no other business noted.

**9. Agenda Build**

A Rogue River Cleanup presentation by the RVCOG Natural Resources Department is scheduled for the April meeting.

**10. Next Meeting**

The next regular meeting is scheduled at noon on Wednesday, April 24, 2024, and will be followed by the budget committee meeting.

**Adjournment:**

President Hathaway adjourned the meeting at 1:25 p.m.





## Board Meeting Agenda – Executive Director’s Report

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**Meeting Date:** April 24, 2024      **Staff Contact:** Ann Marie Alfrey  
**Department:** Administration

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### **RVCOG Budget Update**

The 2024-2025 fiscal year proposed budget was sent to budget committee members on April 17<sup>th</sup>. The total proposed budget is \$13M, a slight increase from the current year’s budget. The budget committee meeting will be held at 2:00 pm following this board meeting. The budget committee will be asked to approve the proposed budget, with any suggested changes, for presentation to the board during the May 22<sup>nd</sup> board meeting. The full board will be asked to formally adopt the budget.

### **Executive Director 360 Review and Contract Renewal**

The Executive Director 360 Review survey has been completed, and the Executive Committee met to discuss the results. A report will be made to the full board during the May meeting. The full board will also be asked to discuss the Executive Director employment agreement, which expires on June 30, 2023.

### **AlertWildfire/AlertWest**

The update is that there is no update on the FEMA-HMGP application. OHAZ is waiting for response to the latest RFI. (No change from last meeting.)

### **Financial Reports**

- Aged Receivables – Total \$84,827
  - 24% Current
  - 33% 1 to 30 Days Past Due
  - 8% 31 to 60 Days Past Due
  - 4% 61 to 90 Days Past
  - 32% Over 90 Days Past Due (Finance staff still working on follow up on aged invoices – more payments have come in since the last report.)
- December 31, 2023 – Preliminary Balance Sheet and Revenue and Expenditure reports for first half of current fiscal year.



Rogue Valley Council of Governments  
Balance Sheet  
As of 12/31/2023

	Current Year To Date
Assets and Other Debits	
Current Assets	
Cash and Cash Equivalents	1,635,865.37
Investments	429,875.16
Accounts Receivable	1,218,071.05
Prepaid Expenses	50,232.92
Total Current Assets	3,334,044.50
Other Debits	
Fixed Assets	2,690,667.88
Total Other Debits	2,690,667.88
Total Assets and Other Debits	6,024,712.38
Liabilities, Fund Equity and Other Credits	
Current Liabilities	
Accounts Payable	425,988.51
Payroll Payable	180,191.18
Total Current Liabilities	606,179.69
Non-Current Liabilities	
Deposits Held for Others	633,901.15
Compensated Absences Payable	361,597.38
Total Non-Current Liabilities	995,498.53
Fund Equities and Other Credits:	
Contributed Capital	162,735.24
Beginning Fund Balance	3,822,268.78
Net Increase (Decrease) In Fund Balance	438,030.14
Total Fund Equities and Other Credits:	4,423,034.16
Total Liabilities, Fund Equity and Other Credits	6,024,712.38

Rogue Valley Council of Governments  
Statement of Revenues and Expenditures  
From 7/1/2023 Through 12/31/2023

	<u>Year To Date Actual</u>	<u>Annual Budget</u>	<u>Budget Variance</u>
Revenues Less Expenditures			
Revenues			
Member Dues	48,243.00	89,605.00	(41,362.00)
Other Local Government	304,578.33	813,296.46	(508,718.13)
Federal and State Grants and Contracts	2,645,805.28	8,027,427.26	(5,381,621.98)
Donations	253,175.76	85,459.00	167,716.76
Charges for Services	452,505.59	728,677.00	(276,171.41)
Other Revenues	450,439.04	933,082.04	(482,643.00)
Indirect Charges	204,848.53	441,653.50	(236,804.97)
Departmental Administration Allocation	43,183.06	49,260.92	(6,077.86)
Interfund Revenues	418,151.30	938,408.08	(520,256.78)
Interfund Support Transfers	0.00	100,000.00	(100,000.00)
Beginning Fund Balance	0.00	48,433.00	(48,433.00)
Total Revenues	<u>4,820,929.89</u>	<u>12,255,302.26</u>	<u>(7,434,372.37)</u>
Expenditures			
Salaries and Wages	(1,235,005.11)	(2,672,801.10)	1,437,795.99
Employee Benefits	(869,323.80)	(1,985,103.33)	1,115,779.53
Materials and Supplies	(97,813.21)	(240,160.23)	142,347.02
Purchased Services	(1,415,947.26)	(4,490,547.38)	3,074,600.12
Other Expenses	(50,103.10)	(489,810.40)	439,707.30
Capital Outlay	0.00	(100,000.00)	100,000.00
Operating Contingency	0.00	(641,444.22)	641,444.22
Indirect Charges	(204,848.53)	(441,653.51)	236,804.98
Departmental Administration Allocation	(43,183.06)	(49,260.89)	6,077.83
Interfund Charges	(418,151.30)	(938,408.15)	520,256.85
Interfund Support Transfers	0.00	(100,000.00)	100,000.00
Depreciation	(48,524.38)	(97,413.00)	48,888.62
Ending Fund Balance	0.00	(8,700.00)	8,700.00
Total Expenditures	<u>(4,382,899.75)</u>	<u>(12,255,302.21)</u>	<u>7,872,402.46</u>
Total Revenues Less Expenditures	<u>438,030.14</u>	<u>0.05</u>	<u>438,030.09</u>

**Rogue Valley Council of Governments**

Aged Receivables by Due Date

Aging Date - 4/24/2024

From 7/1/2023 Through 4/30/2024

<b>Customer Name</b>	<b>Inv #</b>	<b>Due Date</b>	<b>Current</b>	<b>1 - 30 Days Past Due</b>	<b>31 - 60 Days Past Due</b>	<b>61 - 90 Days Past Due</b>	<b>Over 90 Days Past Due</b>	<b>Total</b>	<b>Invoice Description</b>
Aging and People with Disabilities (APD)	24-4178	3/1/2024	0.00	0.00	2,058.00	0.00	0.00	2,058.00	OMAP Title XIX Home Delivered Meals
	24-4201	3/30/2024	0.00	16,941.75	0.00	0.00	0.00	16,941.75	OMAP Title XIX Home Delivered Meals - Feb 2024
<b>Total Aging and People with Disabilities (APD)</b>			0.00	16,941.75	2,058.00	0.00	0.00	18,999.75	
AllCare Health - CLAIMS	23-3915	8/17/2023	0.00	0.00	0.00	0.00	(0.50)	(0.50)	Medicare Advantage - Flexible Services & Flexible Approaches for Care Coordination PI
<b>Total AllCare Health - CLAIMS</b>			0.00	0.00	0.00	0.00	(0.50)	(0.50)	
City of Ashland	24-4131	3/13/2024	0.00	0.00	2,565.68	0.00	0.00	2,565.68	1st and 2nd QTR's 2023 Stormwater Assessment
	24-4202	5/2/2024	566.41	0.00	0.00	0.00	0.00	566.41	TAP Utility and Financial Services Charges - Feb 2024
<b>Total City of Ashland</b>			566.41	0.00	2,565.68	0.00	0.00	3,132.09	
City of Phoenix	24-4112	1/19/2024	0.00	0.00	0.00	0.00	720.00	720.00	RVCOG Member Dues Fiscal Year 2023-2024
	24-4204	5/2/2024	6,750.96	0.00	0.00	0.00	0.00	6,750.96	TAP Utility and Financial Services Charges - Feb 2024

**Rogue Valley Council of Governments**

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Aging Date - 4/24/2024

From 7/1/2023 Through 4/30/2024

<b>Customer Name</b>	<b>Inv #</b>	<b>Due Date</b>	<b>Current</b>	<b>1 - 30 Days Past Due</b>	<b>31 - 60 Days Past Due</b>	<b>61 - 90 Days Past Due</b>	<b>Over 90 Days Past Due</b>	<b>Total</b>	<b>Invoice Description</b>
Total City of Phoenix			6,750.96	0.00	0.00	0.00	720.00	7,470.96	
City of Rogue River	24-4126	2/4/2024	0.00	0.00	0.00	3,000.00	0.00	3,000.00	Accounts Receivable Food and Friends Meals
Total City of Rogue River			0.00	0.00	0.00	3,000.00	0.00	3,000.00	
City of Talent	24-4175	3/30/2024	0.00	10,603.64	0.00	0.00	0.00	10,603.64	TAP Utility and Financial Services Charges - Jan 2024
	24-4203	5/2/2024	12,642.93	0.00	0.00	0.00	0.00	12,642.93	TAP Utility and Financial Services Charges - Feb 2024
Total City of Talent			12,642.93	10,603.64	0.00	0.00	0.00	23,246.57	
Deschutes Land Trust	24-4197	4/20/2024	0.00	248.00	0.00	0.00	0.00	248.00	Wings Across America Project Plants from Shooting Star Nursery
Total Deschutes Land Trust			0.00	248.00	0.00	0.00	0.00	248.00	
ECSO	24-4099	1/19/2024	0.00	0.00	0.00	0.00	155.00	155.00	RVCOG Member Dues Fiscal Year 2023-2024
Total ECSO			0.00	0.00	0.00	0.00	155.00	155.00	
ODOT - MPO	23-3762	4/1/2023	0.00	0.00	0.00	0.00	270.00	270.00	MRMPO 133-PL Funds January 2023

**Rogue Valley Council of Governments**

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	24-4023	10/28/2023	0.00	0.00	0.00	0.00	9,088.71	9,088.71	MRMPO 233-FTA FUNDS AUGUST 2023
	24-4044	11/25/2023	0.00	0.00	0.00	0.00	10,504.83	10,504.83	MRMPO 133-PL FUNDS SEPT 2023
Total ODOT - MPO			0.00	0.00	0.00	0.00	19,863.54	19,863.54	
ODOT - RVACT	24-4096	1/18/2024	0.00	0.00	0.00	0.00	223.24	223.24	ODOT RVACT NOV 2023
	24-4172	3/25/2024	0.00	307.33	0.00	0.00	0.00	307.33	ODOT RVACT JAN 2024
Total ODOT - RVACT			0.00	307.33	0.00	0.00	223.24	530.57	
Oregon Department of Human Services	24-4072	12/21/2023	0.00	0.00	0.00	0.00	56.18	56.18	ADRC - NWD Quarterly Invoice District 8 Contract #181295 QTR Jul - Sep 2023
Total Oregon Department of Human Services			0.00	0.00	0.00	0.00	56.18	56.18	
Oregon Dept of Agriculture	23-3508	8/31/2022	0.00	0.00	0.00	0.00	1,000.00	1,000.00	TMDL Dues FY 2022 - 2023
	24-4062	12/8/2023	0.00	0.00	0.00	0.00	1,000.00	1,000.00	FY 23-24 TMDL Dues
Total Oregon Dept of Agriculture			0.00	0.00	0.00	0.00	2,000.00	2,000.00	
Rogue Basin Partnership	23-3895	7/30/2023	0.00	0.00	0.00	0.00	2,200.00	2,200.00	Grant Writing and Submittal - BLM Title II

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Total Rogue Basin Partnership			0.00	0.00	0.00	0.00	2,200.00	2,200.00	
Rogue Valley Sewer Services	24-4117	1/19/2024	0.00	0.00	0.00	0.00	155.00	155.00	RVCOG Member Dues Fiscal Year 2023-2024
	24-4134	3/13/2024	0.00	0.00	2,336.62	0.00	0.00	2,336.62	1st and 2nd QTR's 2023 Stormwater Assessment
Total Rogue Valley Sewer Services			0.00	0.00	2,336.62	0.00	155.00	2,491.62	
U. S. Environmental Protection Agency	23-3955	9/24/2023	0.00	0.00	0.00	0.00	1,433.64	1,433.64	Brownfields 4B02J16801 Apr - Jun 2023
Total U. S. Environmental Protection Agency			0.00	0.00	0.00	0.00	1,433.64	1,433.64	
Report Total			19,960.30	28,100.72	6,960.30	3,000.00	26,806.10	84,827.42	