

AGENDA
Rogue Valley Council of Governments
Board of Directors

Date: Wednesday, October 22, 2025

Time: 12:00 noon

Location: RVCOG Lewis Conference Room – 155 N 1st Street, Central Point, OR

Zoom <https://us06web.zoom.us/j/88496373993?pwd=7ai1PfMEoNTEnj17XaLVmEv3JV2S8L.1>

Meeting ID: 884 9637 3993 / Passcode: 654473

(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. RVCOG’s Lifelong Housing Program Overview, Connie Saldana, Lifelong Housing Program Specialist, Dick Converse, Principal Land Use Planner
4. **Consent Agenda**Chair
 - A. Approve Meeting Minutes from September 24, 2025
5. **Reports**..... Executive Director
 - A. Executive Director’s Report
6. **Regional Update / Open Air**..... All
7. **Other Business**.....Chair
8. **Agenda Build**..... All
9. **Next Meeting**.....Chair

The next meeting will be held on **Wednesday, December 03, 2025**.

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.
--

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

Minutes from the meeting being held September 24, 2025

VOTING MEMBERS

Present:

1st Vice President John Quinn (RVSS)
2nd Vice President Pam VanArsdale (Rogue River)
Councilor Kelley Johnson (Central Point)
Mayor Kathy Sell (Eagle Point)
Councilor Andrea Thompson (Jacksonville)
Councilor Mike Smeltz (Butte Falls)
Mayor Ronald Palmer (Gold Hill)
Commissioner Colleen Roberts (Jackson County)

Board Member Marta Tarantsey (JCLD)
Board Member Trevor Morris (JSWCD)
Councilor Zac Smith (Medford)
Board Member Jonathan Bilden (RCC)
Mayor Lena Richardson (Shady Cove)
Board Member Blair Sundell (SORED)
Board Member Marc Overbeck (SOU)
Councilor Eleanor Ponomareff (Talent)

Absent:

President Jody Hathaway (ECSSO)
Board Member Bill Mansfield (RVTD)
Councilor Eric Hansen (Ashland)
Mayor Jesse Dugas (Cave Junction)

Councilor Victoria Marshall (Grants Pass)
Fire Chief Mike Hussey (JCFD 3)
Josephine County Representative
Mayor Al Muelhoefer (Phoenix)

Italics = Executive Committee

Non-Voting Members:

RVCOG Staff:

Ann Marie Alfrey, Executive Director
Sebastian Viteri, Finance Director
Adrian Modjeski, HR & Admin Services Director

Jon Pfefferle, Nutrition Program Director
Kerstin Sachse, Administrative Coordinator

1. Call to Order/Attendance

1st Vice President John Quinn called the meeting to order at 12:05pm.

2. Introductions and Comments from Members/Public

Brief introductions of new members were made.

3. Presentation

Rogue Valley Food System Network, Alison Hensley Sexauer, Executive Director and Sheila Foster, Economic Development Director.

4. Action Items

A. Resolution #2025-05, Update of Authorized signers on Agency Bank Accounts

MOTION: 1st Vice President John Quinn moved to approve the Resolution #2025-05. Board Member Zac Smith seconded the motion. The motion was approved unanimously.

B. Permission to apply for City of Medford's General Fund Grant Program for Food & Friends Meals on Wheels and Senior Meals Program

MOTION: 1st Vice President John Quinn moved to approve the Action Item. 2nd Vice President Pam VanArsdale seconded the motion. The motion was approved unanimously

5. Consent Agenda

A. Meeting Minutes from August 27, 2025

MOTION: 1st Vice President John Quinn moved to approve the meeting minutes from August 27, 2025, as written. Board Member Marta Tarantsey seconded the motion. The motion was approved with a majority with Marc Overbeck abstaining from the vote due to not being present at the meeting.

6. Reports

A. Executive Director's Report

Food & Friends Kitchen

The purchase of the former Public Works Facility is going through the process with the City of Central Point. A Phase I Environmental Review might be necessary due to prior use. We are currently working in a 90-day due diligence window. The agreement is on the agenda for the council for tomorrow. ORW is contracted to create as-built drawings for building changes for the kitchen and TRIO Community Meals is working on designing the kitchen in regards of the equipment. A request to stay at ACCESS until June 30, 2026, was confirmed. ACCESS still has the option of a 6-month cancellation notice.

SB3395

RVCOG is continuing with building code updates. DLCD is expected to communicate new updates to codes soon. The SOREDI Workforce Housing Survey is planned by SOREDI with funding from Jackson Care Connect. The results are planned to be shared with RVCOG once available and should help to identify current barriers. Some of the funding was used to launch a grant program to provide accessibility home modifications and repairs centered around low-income individuals.

Non-member Dues

For non-members it was agreed to add 10% to the loaded rate charge. It was confirmed that other COGs use the same model. Additional expenses and travel expenses would be charged separately if necessary.

Audit

Preliminary Financials are available. Last Fiscal Year is still in the review process. The Audit is scheduled for late October.

7. Regional Update / Open Air

City of Medford – Councilor Zac Smith started his report with the information about the Transportation Safety Action Plan Open House at Rogue X on October 2nd. New guided park tours with the Parks, Recreation and Facilities Director are a walk and talk event. A Night of Heros Family Dance will be held at Rogue X. The City Council approved more funding for local programs and facilities. Since 2020 over \$5.7 million were awarded including support for youth, seniors, Downtown Medford, and Fire Station 15. The construction of Fire Station 15 is underway. Crews are currently housed in temporary facilities, but there is no service interruption. The Jackson Park Revitalization Grant was approved. This is a state funded grant that will be used for upgrades including a splash pad. The Multi-Cultural Fair will be held on Saturday at Pear Blossom Park.

Southern Oregon Economic Development, Inc. (SOREDI) – Executive Director Blair Sundell briefly introduced himself and added that the survey for employers in regards of the workforce housing will be available later this year.

Jackson County Library District (JCLD) – Board Member Marta Tarantsey informed everyone that Back to School is wrapping up in September. October's message for the library is 'Get registered to vote'. An online survey and four town halls throughout the region are being used to prepare the launch of the next strategic plan. Approval is targeted for June 2026.

Two organizations in Jackson and Josephine County received significant funding from the Child Care Infrastructure Fund. Third funding round will be opening soon. Resubmission is encouraged. TA grant funding for housing infrastructure planning is available. No applications were received during the last round. The Business Oregon website has more information available.

City of Shady Cove – Mayor Lena Richardson reported that they are still working on transitions within the council and they are hopeful to have a full council soon.

City of Eagle Point – Mayor Kathy Sell started her report with the information that the city council approved the annexation of an 89-acre parcel. The development of three new pickleball courts were approved and the contracts were signed.

City of Rogue River – Mayor Ron Palmer shared that Senator Ron Wyden helped to receive a \$6 million grant to support the RVSS pipeline. Senator Noah Robinson visited and met with Lily Morgan to discuss infrastructure. The Brown Bag event is coming up, which is always a great place for collaboration with other Mayors. Alek Skarlatos is planning on visiting next month.

Jackson County – Commissioner Colleen Roberts had nothing to report.

Town of Butte Falls – Board Member Mike Smeltz shared that the SEEDS project for the community forest is moving forward, and contract positions were approved. Within this grant some positions in Butte Falls were able to be elevated from 0.5 FTE to 0.75 FTE. With the change of weather, hopefully the burning of the fuel reduction piles can be scheduled soon. A possible railroad excursion in collaboration with SO Railroad is still being developed. The town has negotiated an improved contract package for the police department, and this will hopefully help retain current employees.

City of Rogue River – Mayor Pam VanArsdale started her report with the information that the Reservoir project is scheduled to go out for bid in October. The School District and LaClinica have built a new facility together and is offering medical and behavioral health services to all children in the Rogue River School District. This building also houses an additional Head Start facility. This enables them to offer an infant program next to their regular preschool program.

City of Talent – Councilor Eleanor Ponomareff shared that city council has approved the request for qualifications for the Gateway site and the project is moving forward. This project will include some workforce housing and some small-scale commercial opportunities. The Harvest Festival is coming up on October 4th.

Southern Oregon University (SOU) – Board Member Marc Overbeck started his report with the information that the Campus Masterplan is moving forward and the first week of school is on its way. The City of Ashland continues to support the senior living facility on the campus of SOU. The Board of Trustees approved the Resilience Plan. Public universities have changed over the years and are an important factor to secure valuable education for students. States with better higher education have better economic vitality. Budget cuts are being worked on to be more sustainable in the future.

Rogue Valley Sewer Services (RVSS) – 1st Vice President John Quinn reported that RVSS is signing contracts for a solar system for their shop facility. Some solar options are being used for pump stations from the Gold Hill annexation. The UV system for the water treatment plant in Shady Cove is doing great. Mayor Ron Palmer is joining the RVSS Board starting in October.

8. Other Business

No other business was noted.

9. Agenda Build

RVCOG Lifelong Housing presentation is scheduled for October or December meeting.

10. Next Meeting

The next regular meeting is scheduled for noon on Wednesday, October 22, 2025.

Adjournment:

1st Vice President John Quinn adjourned the meeting at 1:24 pm.



Board Meeting Agenda – Executive Director’s Report

Meeting Date:	October 22, 2025	Staff Contact:	Ann Marie Alfrey
Department:	Administration		

Food & Friends Industrial Commercial Kitchen

The property transfer agreement is in the works and has been approved by Central Point City Council. A Phase 1 Environmental Review through the EPA’s Brownfield Assessment program has been approved. Greg Stabach, RVCOC Natural Resources Program Director, is working with Stantec to complete the assessment.

The As-Built drawings for the main warehouse building prepared by ORW have been forwarded to Trio Community Meals for planning of the commercial kitchen.

HB1501 (Originally HB3395)

The RVCOC Technical Assistance grant application to Oregon’s Housing Accountability and Production Office (HAPO) has been approved. Six member jurisdictions signed on for building code update work under this grant opportunity. The award amounts have not yet been announced. This funding will supplement the House Bill funding that was allocated to this work.

RVCOC Cultural Resources Administrator Secures Access to Restricted Oregon Archaeological Records Remote Access (OARRA) Database

Peter Town, Grants, Contracts, and Cultural Resources Administrator, has leveraged his Bachelor of Arts degree and background in anthropology and archaeology, to successfully fulfill requirements set by the Oregon State Historic Preservation Office (SHPO) for access to the restricted Oregon Archaeological Records Remote Access (OARRA) database. This database contains comprehensive Cultural Resource Survey information for the state of Oregon. Access to the OARRA will prove useful during early project strategy meetings with jurisdictions as well as improving efficiency when dealing with funding sources that require cultural resource surveys to be completed prior to implementation. By having access to existing cultural resource surveys, time and money can potentially be saved by avoiding duplicating efforts. Please reach out to Peter or Ann Marie for further information.

PRELIMINARY

Rogue Valley Council of Governments Balance Sheet As of 6/30/2025

	Current Year To Date
Assets and Other Debits	
Current Assets	
Cash and Cash Equivalents	2,519,939.07
Investments	544,420.54
Accounts Receivable	1,614,621.48
Prepaid Expenses	67,129.70
Total Current Assets	4,746,110.79
Other Debits	
Fixed Assets	2,628,231.72
Total Other Debits	2,628,231.72
Total Assets and Other Debits	7,374,342.51
Liabilities, Fund Equity and Other Credits	
Current Liabilities	
Accounts Payable	518,508.08
Payroll Payable	190,757.64
Total Current Liabilities	709,265.72
Non-Current Liabilities	
Deferred Revenues	584,788.60
Deposits Held for Others	963,846.45
Compensated Absences Payable	414,655.09
Total Non-Current Liabilities	1,963,290.14
Fund Equities and Other Credits:	
Contributed Capital	162,735.24
Beginning Fund Balance	4,127,828.65
Net Increase (Decrease) In Fund Balance	411,222.76
Total Fund Equities and Other Credits:	4,701,786.65
Total Liabilities, Fund Equity and Other Credits	7,374,342.51

PRELIMINARY

Rogue Valley Council of Governments
Statement of Revenues and Expenditures
From 7/1/2024 Through 6/30/2025

	<u>Year To Date Actual</u>	<u>Annual Budget</u>	<u>Budget Variance</u>
Revenues Less Expenditures			
Revenues			
Member Dues	90,129.00	90,128.00	1.00
Other Local Government	653,164.09	842,503.61	(189,339.52)
Federal and State Grants and Contracts	5,703,581.49	8,343,107.02	(2,639,525.53)
Donations	96,725.22	268,313.00	(171,587.78)
Charges for Services	1,280,492.22	899,502.85	380,989.37
Other Revenues	821,449.73	931,515.21	(110,065.48)
Indirect Charges	444,971.87	462,875.90	(17,904.03)
Departmental Administration Allocation	112,818.80	76,128.10	36,690.70
Interfund Revenues	967,856.96	997,058.68	(29,201.72)
Interfund Support Transfers	0.00	100,000.00	(100,000.00)
Beginning Fund Balance	0.00	94,933.00	(94,933.00)
Total Revenues	<u>10,171,189.38</u>	<u>13,106,065.37</u>	<u>(2,934,875.99)</u>
Expenditures			
Salaries and Wages	(2,665,623.35)	(2,840,247.07)	174,623.72
Employee Benefits	(1,889,773.09)	(2,117,559.44)	227,786.35
Materials and Supplies	(235,710.88)	(525,568.72)	289,857.84
Purchased Services	(3,214,882.25)	(4,875,180.53)	1,660,298.28
Other Expenses	(95,354.92)	(203,316.52)	107,961.60
Capital Outlay	0.00	(100,000.00)	100,000.00
Operating Contingency	0.00	(671,528.27)	671,528.27
Indirect Charges	(444,961.70)	(462,875.92)	17,914.22
Departmental Administration Allocation	(112,457.30)	(76,128.11)	(36,329.19)
Interfund Charges	(967,856.96)	(997,058.72)	29,201.76
Interfund Support Transfers	0.00	(100,000.00)	100,000.00
Depreciation	(133,346.17)	(125,803.00)	(7,543.17)
Ending Fund Balance	0.00	(10,800.00)	10,800.00
Total Expenditures	<u>(9,759,966.62)</u>	<u>(13,106,066.30)</u>	<u>3,346,099.68</u>
Total Revenues Less Expenditures	<u>411,222.76</u>	<u>(0.93)</u>	<u>411,223.69</u>

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 10/22/2025

From 7/1/2024 Through 10/31/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Aging and People with Disabilities (APD)	25-4711	5/21/2025	0.00	0.00	0.00	0.00	24.50	24.50	OMAP Title XIX APD March 2025
	25-4797	6/30/2025	0.00	0.00	0.00	0.00	343.00	343.00	OMAP Title XIX May 2025
	25-487	8/23/2025	0.00	0.00	967.75	0.00	0.00	967.75	OMAP Title XIX APD - June 2025
	26-4072	10/23/2025	1,078.00	0.00	0.00	0.00	0.00	1,078.00	OMAP Title XIX - August 2025
Total Aging and People with Disabilities (APD)			1,078.00	0.00	967.75	0.00	367.50	2,413.25	
City of Cave Junction	26-4093	11/6/2025	78.62	0.00	0.00	0.00	0.00	78.62	Land Use Planning Charges - September 2025
Total City of Cave Junction			78.62	0.00	0.00	0.00	0.00	78.62	
City of Central Point	25-4851	8/27/2025	0.00	0.00	3,376.41	0.00	0.00	3,376.41	Stormwater Assessments - 4th Qtr 2024-2025
Total City of Central Point			0.00	0.00	3,376.41	0.00	0.00	3,376.41	
City of Gold Hill	26-4025	9/12/2025	0.00	0.00	521.64	0.00	0.00	521.64	HR Services - July 2025
	26-4077	10/30/2025	1,327.62	0.00	0.00	0.00	0.00	1,327.62	HR Services - August 2025
	26-4089	11/6/2025	2,346.86	0.00	0.00	0.00	0.00	2,346.86	Land Use Planning Charges - September 2025
Total City of Gold Hill			3,674.48	0.00	521.64	0.00	0.00	4,196.12	

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 10/22/2025

From 7/1/2024 Through 10/31/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
City of Jacksonville	26-4091	11/6/2025	343.28	0.00	0.00	0.00	0.00	343.28	Land Use Planning Charges - September 2025
Total City of Jacksonville			343.28	0.00	0.00	0.00	0.00	343.28	
City of Medford	26-4048	9/27/2025	0.00	8,600.88	0.00	0.00	0.00	8,600.88	TMDL Dues 2025-2026
Total City of Medford			0.00	8,600.88	0.00	0.00	0.00	8,600.88	
City of Phoenix	26-4050	9/27/2025	0.00	9,524.11	0.00	0.00	0.00	9,524.11	TMDL Dues 2025-2026
	26-4071	10/22/2025	17,091.92	0.00	0.00	0.00	0.00	17,091.92	TAP Utility Charges - August 2025
Total City of Phoenix			17,091.92	9,524.11	0.00	0.00	0.00	26,616.03	
City of Rogue River	26-4080	10/30/2025	5,001.22	0.00	0.00	0.00	0.00	5,001.22	Finance & IT Charges - August 2025
	26-4090	11/6/2025	2,383.11	0.00	0.00	0.00	0.00	2,383.11	Land Use Planning Charges - September 2025
Total City of Rogue River			7,384.33	0.00	0.00	0.00	0.00	7,384.33	
City of Shady Cove	26-4079	10/30/2025	621.33	0.00	0.00	0.00	0.00	621.33	IT Charges - August 2025
Total City of Shady Cove			621.33	0.00	0.00	0.00	0.00	621.33	
City of Talent	26-4061	10/10/2025	0.00	4,599.85	0.00	0.00	0.00	4,599.85	Community Development Charges - AUGUST 2025

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 10/22/2025

From 7/1/2024 Through 10/31/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
	26-4078	10/30/2025	4,133.36	0.00	0.00	0.00	0.00	4,133.36	HR Services - August 2025
	26-4092	11/6/2025	9,525.29	0.00	0.00	0.00	0.00	9,525.29	Land Use Planning Charges - September 2025
Total City of Talent			13,658.65	4,599.85	0.00	0.00	0.00	18,258.50	
Department of Environmental Quality	26-4095	11/13/2025	14,002.89	0.00	0.00	0.00	0.00	14,002.89	DEQ Air Quality Monitoring - September 2025
Total Department of Environmental Quality			14,002.89	0.00	0.00	0.00	0.00	14,002.89	
DHS State of Oregon	26-4053	10/5/2025	0.00	257,602.00	0.00	0.00	0.00	257,602.00	148/150 July 2025
	26-4085	11/5/2025	238,998.00	0.00	0.00	0.00	0.00	238,998.00	148/150 August 2025
Total DHS State of Oregon			238,998.00	257,602.00	0.00	0.00	0.00	496,600.00	
Jackson Soil and Water Conservation District (JSWCD)	26-4082	10/30/2025	96.75	0.00	0.00	0.00	0.00	96.75	IT Charges - August 2025
Total Jackson Soil and Water Conservation District (JSWCD)			96.75	0.00	0.00	0.00	0.00	96.75	

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 10/22/2025

From 7/1/2024 Through 10/31/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Medford Water Commission	26-4094	11/13/2025	955.23	0.00	0.00	0.00	0.00	955.23	Med Water Comm - Environmental Assessments - September 2025
Total Medford Water Commission			955.23	0.00	0.00	0.00	0.00	955.23	
Multnomah Co Aging, Disab, & Veteran	25-483...	9/12/2025	0.00	0.00	(509.60)	0.00	0.00	(509.60)	Corrected June2025 MultCo/VDC invoice
	26-4054	10/8/2025	0.00	20,932.38	0.00	0.00	0.00	20,932.38	MultCo VDC Billing - August 2025
Total Multnomah Co Aging, Disab, & Veteran			0.00	20,932.38	(509.60)	0.00	0.00	20,422.78	
Northridge Senior Living, LLC	26-4086	11/5/2025	1,566.00	0.00	0.00	0.00	0.00	1,566.00	Northridge Senior Meals - September 2025
	26-4088	11/6/2025	3,100.00	0.00	0.00	0.00	0.00	3,100.00	Northridge Monthly Rent - Aug & Sep 2025
Total Northridge Senior Living, LLC			4,666.00	0.00	0.00	0.00	0.00	4,666.00	
ODOT - MPO	26-4073	10/28/2025	38,009.21	0.00	0.00	0.00	0.00	38,009.21	RVMPO 130-PL FUNDS August 2025
	26-4074	10/28/2025	15,212.07	0.00	0.00	0.00	0.00	15,212.07	MRMPO 133-PL FUNDS August 2025
	26-4075	10/28/2025	10,393.43	0.00	0.00	0.00	0.00	10,393.43	MRMPO 233-FTA FUNDS August 2025
	26-4076	10/28/2025	12,912.55	0.00	0.00	0.00	0.00	12,912.55	RVMPO 235-FTA FUNDS August 2025

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 10/22/2025

From 7/1/2024 Through 10/31/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Total ODOT - MPO			76,527.26	0.00	0.00	0.00	0.00	76,527.26	
Oregon Wellness Network (OWN)	26-4084	11/2/2025	34,455.58	0.00	0.00	0.00	0.00	34,455.58	O4AD/OWN Contract No 2024-RVCOG-01 - Jul - Sept 2025 - FINAL
Total Oregon Wellness Network (OWN)			34,455.58	0.00	0.00	0.00	0.00	34,455.58	
SORED	26-4081	10/30/2025	5,855.74	0.00	0.00	0.00	0.00	5,855.74	Finance Charges - August 2025
	26-4083	10/31/2025	11,953.62	0.00	0.00	0.00	0.00	11,953.62	Comm Dev Charges - SOREDI August 2025
Total SOREDI			17,809.36	0.00	0.00	0.00	0.00	17,809.36	
Team Senior Referral Services, Inc.	26-4087	11/6/2025	1,339.20	0.00	0.00	0.00	0.00	1,339.20	Team Senior Monthly Rent
Total Team Senior Referral Services, Inc.			1,339.20	0.00	0.00	0.00	0.00	1,339.20	
University of Oregon - Oregon Hazards Lab	25-4859	10/26/2025	11,357.53	0.00	0.00	0.00	0.00	11,357.53	FEMA HMGP Award - AlertWest Camera System, Southern Oregon
Total University of Oregon - Oregon Hazards Lab			11,357.53	0.00	0.00	0.00	0.00	11,357.53	

Rogue Valley Council of Governments

Aged Receivables by Due Date

Aging Date - 10/22/2025

From 7/1/2024 Through 10/31/2025

Customer Name	Inv #	Due Date	Current	1 - 30 Days Past Due	31 - 60 Days Past Due	61 - 90 Days Past Due	Over 90 Days Past Due	Total	Invoice Description
Report Total			444,138.41	301,259.22	4,356.20	0.00	367.50	750,121.33	