

AGENDA ITEM FOR ADMINISTRATIVE MEETING () Discussion only
(X) Action

FROM (DEPT/ DIVISION): Planning Division

SUBJECT: ODOT Grant Request: Driver Safety Education along Highway 11

<p>Background: Umatilla County recently received a grant from ODOT Region 5 to form a local Highway 11 Safety Focus Group to provide safe driving education and outreach. The funding was awarded for October 2025 through September 2026. This has been the third ODOT TSO Safety Grant awarded to fund this project. Requests for the next grant cycle, October 1, 2026 through September 30, 2027 are now due. County Staff are requesting to continue the outreach and Sheriff's Office overtime along Highway 11 in Milton-Freewater. The grant would provide funding for marketing driver safety and provide overtime funding for patrols.</p> <p>If awarded, the grant requires a 20% match from the County which can include in-kind match. Staff are requesting approval for in-kind match in the amount of \$7,500.</p>	<p>Requested Action: Authorize staff to submit the grant application.</p>
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ATTACHMENTS: 2026 Funding Opportunity Request, Budget and Cost Sharing worksheet

Date: (2/12/26) Submitted By: Charlet Hotchkiss, Planner

*****For Internal Use Only*****

Checkoffs:

() Dept. Head (copy)
() Human Resources (copy)
() Fiscal
() Legal (copy)
() (Other - List:)

To be notified of Meeting:
Charlet Hotchkiss, Megan Davchevski

Needed at Meeting: Charlet Hotchkiss

Scheduled for meeting on: February 18, 2026

Action taken:

Follow-up:

EXHIBIT B

ODOT GRANT BUDGET AND COST SHARING

Project No.: _____
Project Name: OR11 SAFETY OUTREACH
Agency: Umatilla County

Project Period: 10/01/26 - 09/30/27
(From) (To)

(Office Use Only)

Grant Adjustment #: _____
Grant Adjust. Effective Date: _____
Project Yr. (1-2-3, Ongoing): _____

This form should include all budget information. If additional information is required for clarity, please include on a separate page referencing appropriate budget item.

1. Personnel Costs*

A. Staff assigned and estimated hours:	Hours	Rate	Total Cost
Charlet Hotchkiss (Planner)	65.00 @ \$	54.65 /hr = \$	3,552.25
Megan Davchevski (Planning Manager)	15.00 @ \$	130.00 /hr = \$	1,950.00
Tierney Cimmiyotti (Planner)	30.00 @ \$	65.37 /hr = \$	1,961.10
Calc. Adj.	1.00 @ \$	36.65 /hr = \$	36.65
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
Staff Subtotal			\$ 7,500.00
B. Overtime	Hours	Rate	Total Cost
UmCo Sheriff's Office	103.00 @ \$	97.00 /hr = \$	9,991.00
Calc. Adj.	1.00 @ \$	9.00 /hr = \$	9.00
Overtime Subtotal			\$ 10,000.00
C. Volunteer Time	Hours	Rate	Total Cost
	0.00 @ \$	- /hr = \$	-
	0.00 @ \$	- /hr = \$	-
Volunteer Subtotal			\$ -

2. Personnel Benefits

A.	Unit Cost	# of Units	Total Cost
\$ - @	0 =	\$ -	-
B. \$ - @	0 =	\$ -	-
Benefits Subtotal			\$ -

3. Equipment

A.	Unit Cost	# of Units	Total Cost
\$ - @	0 =	\$ -	-
B. \$ - @	0 =	\$ -	-
C. \$ - @	0 =	\$ -	-
D. \$ - @	0 =	\$ -	-
Equipment Subtotal			\$ -

4. Materials/Printing

A.	Unit Cost	# of Units	Total Cost
\$ - @	0 =	\$ -	-
B. \$ - @	0 =	\$ -	-
C. \$ - @	0 =	\$ -	-
Materials Subtotal			\$ -

5. Overhead/Indirect Costs***

A.	Unit Cost	# of Units	Total Cost
\$ - @	0 =	\$ -	-
B. \$ - @	0 =	\$ -	-
Overhead Subtotal			\$ -

6. Other Project Costs

A. Travel In-State	Unit Cost	# of Units	Total Cost
Meeting Travel (fuel)	\$ 1.00 @	100 =	\$ 100.00
B. Travel Out-of-State (specify)**:			
	\$ - @	0 =	\$ -
C. Office Expenses (supplies, photocopy, telephone, postage)			
Copies for meetings	\$ 1.00 @	100 =	\$ 100.00
D. Other Costs (specify):			
1.) Media Campaign	\$ 23,000.00 @	1 =	\$ 23,000.00
2.)	\$ - @	0 =	\$ -
3.)	\$ - @	0 =	\$ -
4.)	\$ - @	0 =	\$ -
5.)	\$ - @	0 =	\$ -
Other Project Costs Subtotal			\$ 23,000.00

7. Consultation/Contractual Services **

A.	Unit Cost	# of Units	Total Cost
\$ - @	0 =	\$ -	-
B. \$ - @	0 =	\$ -	-
Consultation/Contractual Services Total			\$ -

8. Mini-Grants **

	TSO	Match
A.	\$ -	\$ -
B.	\$ -	\$ -
C.	\$ -	\$ -
D.	\$ -	\$ -
E.	\$ -	\$ -
F.	\$ -	\$ -
G.	\$ -	\$ -
H.	\$ -	\$ -
Mini-Grants Subtotals		\$ -

TOTAL

COST SHARING BREAKDOWN

1. TSO Funds	\$30,000.00	80%
2. Match: State		
3. Match: Local	\$ 7,500.00	20%
4. Match: Other (specify)		
a.)		
b.)		
c.)		
5. TOTAL COSTS	\$ 37,500.00	100%

TSO FUNDS	MATCH	TOTAL
\$0.00	\$4,300.00	\$4,300.00
\$10,000.00	\$0.00	\$10,000.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00

Project Number: _____

TSO FUNDS	MATCH	TOTAL
\$0.00	\$100.00	\$100.00
\$0.00	\$0.00	\$0.00
\$0.00	\$100.00	\$100.00
\$20,000.00	\$3,000.00	\$23,000.00
\$0.00	\$0.00	\$0.00
\$0.00	\$0.00	\$0.00
\$30,000.00	\$7,500.00	\$37,500.00

Budget Comments:

* Job descriptions for all positions assigned to grant for 500 hours or more must be included in Exhibit B.

** TSO approval required prior to expenditures.

*** Must provide TSO federal cognizant agency letter of approval rate