



BMPO Bend Metropolitan Planning Organization



Annual Financial Report Fiscal Year Ended June 30, 2021

BEND METROPOLITAN PLANNING ORGANIZATION

Annual Financial Report

Fiscal Year Ended June 30, 2021

Prepared by the City of Bend Finance Department

Sharon Wojda, Chief Financial and Administrative Officer

BEND METROPOLITAN PLANNING ORGANIZATION

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BEND METROPOLITAN PLANNING ORGANIZATION

Principal Officials

Policy Board Officials as of June 30, 2021

Chair

Barb Campbell, City of Bend

Vice Chair

Megan Perkins, City of Bend

Board Members

Rita Schenkelberg, City of Bend
Phil Chang, Deschutes County Commissioner
Bob Townsend, Oregon Department of Transportation

BMPO Manager

Tyler Deke

Bend City Hall
710 NW Wall Street
Bend, OR 97703

Report of Independent Auditors

Policy Board
Bend Metropolitan Planning Organization
Bend, Oregon

Report on the Financial Statements

We have audited the accompanying financial statements of Bend Metropolitan Planning Organization (BMPO), which comprise the Government Wide Statement of Net Position as of June 30, 2021 and the Statement of Activities for the year then ended, as well as the Fund Financial Statements which comprise the Balance Sheet as of June 30, 2021, and the Statement of Revenues, Expenditures, and Changes in Fund Balance – Governmental Fund for the year then ended, and the related notes to the basic financial statements.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of BMPO as of June 30, 2021, and the results of its operations for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matter

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that Management Discussion and Analysis on pages 4 to 7 and the budgetary comparison information for the General Fund on page 15, be presented to supplement the basic financial statements. Such information, although not part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context.

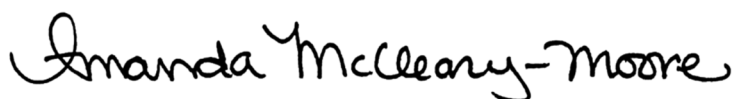
We have applied certain limited procedures to Management's Discussion and Analysis in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the BMPO's basic financial statements. The required budgetary comparison information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the required budgetary comparison information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Report on Other Legal and Regulatory Requirements

Other Reporting Required by Oregon Minimum Audit Standards

In accordance with *Minimum Standards for Audits of Oregon Municipal Corporations*, we have also issued our report dated December 13, 2021, on our consideration of BMPO's compliance with certain provisions of laws and regulations, including the provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules. The purpose of that report is to describe the scope of our testing of compliance and the results of that testing and not to provide an opinion on compliance.



Amanda McCleary-Moore, Partner, for
Moss Adams LLP
Medford, Oregon
December 13, 2021

MANAGEMENT'S DISCUSSION AND ANALYSIS

Fiscal Year Ended June 30, 2021

This Management's Discussion and Analysis (MD&A) is presented to facilitate financial analysis and provide an overview of the financial activities of the Bend Metropolitan Planning Organization (the BMPO) for the fiscal year ended June 30, 2021. Information in the MD&A is based on currently known facts, decisions and conditions. Please read it in conjunction with the basic financial statements and the accompanying notes to those financial statements.

FINANCIAL HIGHLIGHTS

- The BMPO's assets totaled \$95,381 at June 30, 2021, consisting of grants receivables of \$94,644 and cash and investments of \$737.
- The BMPO's liabilities totaled \$95,381 at June 30, 2021, consisting of a \$70,000 advance from the City of Bend for interim financing of the BMPO activities, \$17,346 in accounts payable, \$5,766 in contracted services payable, and \$2,269 in unearned revenue.
- Net position (assets minus liabilities) was \$0 at June 30, 2021.
- Direct expenses totaled \$531,525 for the fiscal year ended June 30, 2021 including personnel, materials and services, and contracted services.
- Revenues for the fiscal year ended June 30, 2021 totaled \$531,525 consisting primarily of federal and state grants and City contributions.

THE FINANCIAL STATEMENTS

The BMPO's basic financial statements and the required supplementary information are presented using the integrated approach as prescribed by Governmental Accounting Standards Board (GASB) Statement No. 34. The basic financial statements are comprised of three components:

1. Government-wide financial statements
2. Fund financial statements
3. Notes to the basic financial statements

The basic financial statements present financial information about the BMPO as a whole and about its activities. Following the basic financial statements is the required supplementary information which provides a budgetary comparison for the General Fund. Finally, completing the document are the reports by the independent certified public accountants, as required by statute.

Government-wide Financial Statements

The government-wide financial statements are comprised of the Statement of Net Position and the Statement of Activities and are designed to present the financial picture of the BMPO in a manner similar to a private-sector business, i.e. from the economic resources measurement focus using the accrual basis of accounting.

The Statement of Net Position includes all assets of the BMPO as well as all liabilities. Net position is the difference between assets and liabilities, which is one way to measure the BMPO's financial health, or financial position. Over time, increases or decreases in the BMPO's net position may be an indicator of whether its financial health is improving or deteriorating.

The Statement of Activities reports all revenues when earned and expenses when incurred regardless of the timing of related cash flows. The focus of the Statement of Activities is to present the major program costs and match major resources with each. To the extent a program's cost is not recovered by grants and direct charges, it is paid from general resources. This Statement summarizes and simplifies the user's analysis to determine the extent to which programs are self-supporting and/or subsidized by general revenues.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
Fiscal Year Ended June 30, 2021

Notes to the Basic Financial Statements

The notes provide information that is essential for a full understanding of the data presented in the government-wide financial statements. Information such as significant accounting policies and detail of certain assets and liabilities are included in the notes which should be read in conjunction with the basic financial statements.

GOVERNMENT-WIDE FINANCIAL ANALYSIS

This section discusses and analyzes significant changes from the prior year.

Statement of Net Position

The BMPO's net position (assets minus liabilities) totaled \$0 at June 30, 2021, which reflects no change from the previous year. A condensed version of the Statement of Net Position follows:

	<u>June 30, 2021</u>	<u>June 30, 2020</u>
Cash and investments	\$ 737	\$ 818
Other current assets	94,644	88,399
Total assets	<u>95,381</u>	<u>89,217</u>
Due to the City of Bend	70,000	57,000
Other current liabilities	25,381	32,217
Total liabilities	<u>95,381</u>	<u>89,217</u>
Net Position		
Unrestricted	-	-
Total net position	<u>\$ -</u>	<u>\$ -</u>

Other current assets (consisting of grants receivable) increased by \$6,245. This increase results from a larger portion of reimbursable expenses remaining outstanding at June 30, 2021, in comparison to fiscal year ended June 30, 2020.

Statement of Activities

The BMPO's Statement of Activities follows:

	<u>Fiscal Year Ended June 30, 2021</u>	<u>June 30, 2020</u>
Revenues		
Program revenues:		
Operating grants and contributions	\$ 531,525	\$ 454,294
Total revenues	<u>531,525</u>	<u>454,294</u>
Expenses		
Transportation planning	531,525	454,294
Total expenses	<u>531,525</u>	<u>454,294</u>
Increases (decrease) in net position	-	-
Beginning net position	-	-
Ending net position	<u>\$ -</u>	<u>\$ -</u>

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
Fiscal Year Ended June 30, 2021

The BMPO receives grant revenues from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), Oregon Department of Transportation (ODOT), and other external service providers. Expenditures are for personnel, materials and services and contract services from the City of Bend. Revenues and expenses increased by \$77,231 this year primarily due to an increase in personnel costs which were paid with increased grant revenues.

GENERAL FUND BUDGETARY HIGHLIGHTS

During the year, there were supplemental budget adjustments to increase revenue and expenditures \$114,000 associated with an increase in long range transportation planning project costs.

PROGRAM ACTIVITIES

The BMPO's primary goal is to conduct a continuing, cooperative and comprehensive transportation planning process involving the state and local governments, and regional transportation and planning agencies that will result in plans and programs that consider all transportation modes and will support metropolitan community development and social goals. The BMPO is governed by a Policy Board composed of officials from the City of Bend, Deschutes County and the State of Oregon Department of Transportation. An advisory committee consisting of citizens, stakeholders, and staff from public works and planning departments of local and state agencies also provide input and guidance to the BMPO.

The BMPO boundary includes the City of Bend Urban Growth Boundary and areas within Deschutes County that are anticipated to be "urbanized" over the next 20 years. The City of Bend comprises approximately 71% of the BMPO land area.

During the fiscal year ended June 30, 2021, significant BMPO accomplishments included refinements to the Bend-Redmond transportation model, maintenance of the 2021-24 Metropolitan Transportation Improvement Program (MTIP), completion of the Annual Listing of Obligated Projects, securing grant funding to implement components of the Bend and Deschutes County Transportation Safety Action Plans, and updating the Public Participation Plan. Additional accomplishments include work on phase 2 of the update to the Metropolitan Transportation Plan, completion of the US97 North Interchange Study (ODOT project), ongoing data collection and management, and securing grant funding for a mobility hubs study.

NEXT YEAR'S BUDGET AND ACTIVITIES

For fiscal year 2021-22, the BMPO anticipates spending \$601,200, with funding from the FHWA, FTA, and ODOT.

There are several priority issues that need to be addressed during fiscal year 2021-22. The top priority item is to complete Phase 2 of the update to the Metropolitan Transportation Plan (MTP). Other priorities include using ODOT grant funds to implement parts of the Bend and Deschutes County Transportation Safety Action Plans, initiating and managing the TGM funded mobility hubs project, allocating the federal COVID relief funding, completing significant updates to the transportation model, initiating work on the US20 Refinement Plan (ODOT project) and Reed Market Corridor Study (ODOT and City of Bend project), and working with ODOT and the other MPOs on a new household travel survey. Additionally, staff will continue to assist ODOT staff as they develop the US97/Baker Road Interchange Area Management Plan.

For a complete listing and description of the BMPO's tasks, please refer to the BMPO's Unified Planning Work Program available on the City of Bend's website at <https://www.bendoregon.gov/government/departments/bend-metro-planning-organization> or upon request addressed to Tyler Deke, BMPO Manager, at 710 NW Wall Street, Bend Oregon 97703.

MANAGEMENT'S DISCUSSION AND ANALYSIS (Continued)
Fiscal Year Ended June 30, 2021

REQUEST FOR FINANCIAL INFORMATION

The BMPO's financial statements are designed to present users with a general overview of the BMPO's finances. Questions concerning any information provided in this report or requests for additional financial information should be addressed to Sharon Wojda, City of Bend Chief Financial and Administrative Officer, at 710 NW Wall Street, Bend, Oregon 97703. The telephone number for the City Finance Department is 541-385-6682

BASIC FINANCIAL STATEMENTS

Bend Metropolitan Planning Organization
Statement of Net Position
June 30, 2021

	Governmental Activities
<u>Assets</u>	
Cash and investments	\$ 737
Grants receivable	94,644
Total Assets	95,381
 <u>Liabilities</u>	
Current liabilities:	
Accounts payable	17,346
Contracted services payable	5,766
Due to the City of Bend	70,000
Unearned revenue	2,269
Total Current Liabilities	95,381
Total Liabilities	95,381
 <u>Net Position</u>	
Unrestricted	-
Total Net Position	\$ -

The accompanying notes are an integral part of the basic financial statements.

Bend Metropolitan Planning Organization
Statement of Activities
For the fiscal year ended June 30, 2021

<u>Functions/ Programs</u>	<u>Program Revenues</u>		<u>Change in Net Position</u>
	<u>Direct Expenses</u>	<u>Operating Grants and Contributions</u>	
Transportation planning	\$ 531,525	\$ 531,525	\$ -
Total Governmental Activities	531,525	531,525	-
Change in Net Position			-
Net Position, July 1, 2020			-
Net Position, June 30, 2021			\$ -

The accompanying notes are an integral part of the basic financial statements.

Bend Metropolitan Planning Organization
Balance Sheet
Governmental Fund
June 30, 2021

Assets

Cash and investments	\$	737
Grants receivable		94,644
Total Assets		95,381

Liabilities

Accounts payable	17,346
Contracted services payable	5,766
Due to the City of Bend	70,000
Unearned revenue	2,269
Total Liabilities	95,381

Fund Balance

Unassigned	-
Total Fund Balance	-
Total Liabilities and Fund Balance	\$ 95,381

The accompanying notes are an integral part of the basic financial statements.

Bend Metropolitan Planning Organization
Statement of Revenues, Expenditures, and Changes in Fund Balance
Governmental Fund
For the fiscal year ended June 30, 2021

Revenues

Intergovernmental:

Grants and agreements	\$	491,896
Contributions from the City of Bend		39,629

Total Revenues		531,525
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Expenditures

Current:

Transportation planning	531,525
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Total Expenditures		531,525
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Net change in fund balance		-
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Fund Balance, July 1, 2020		-
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Fund Balance, June 30, 2021	\$	-
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The accompanying notes are an integral part of the basic financial statements.

Bend Metropolitan Planning Organization

Notes to Basic Financial Statements

Fiscal Year Ended June 30, 2021

Note 1 – Summary of Significant Accounting Policies

Organization

The Bend Metropolitan Planning Organization (the BMPO) is the federally designated regional transportation planning organization for the Bend urbanized area established in 2002 under Oregon Revised Statutes (ORS) 190, by an intergovernmental agreement between the City of Bend, Deschutes County and the State of Oregon Department of Transportation. The BMPO is a separate entity from the City, County and State, with a separate budget, its own governing body and separate operating principles. The affairs of the BMPO are governed by a five member Policy Board, consisting of one representative from the Deschutes County Board of Commissioners, one from the State of Oregon and three members of the Bend City Council.

The purpose of the BMPO is to serve as a forum for continuing, cooperative and comprehensive transportation planning and decision-making by state and local governments, and regional transportation and planning agencies.

The BMPO boundary includes the City of Bend urban growth boundary and areas within Deschutes County that are anticipated to be "urbanized" over the next 20 years. The City of Bend comprises approximately 71% of the BMPO land area.

The accounting and reporting policies of the BMPO included in the accompanying basic financial statements conform to accounting principles generally accepted in the United States of America (GAAP) applicable to state and local governments. The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting standards. The more significant accounting policies of the BMPO are described below. The BMPO has no component units and the accompanying basic financial statements present the financial position and activities of the BMPO.

Financial Statement Presentation, Measurement Focus and Basis of Accounting

Government-wide Financial Statements

The Statement of Net Position and Statement of Activities report information on all activities of the BMPO. Governmental activities are financed primarily through state and federal funding.

The Statement of Activities presents a comparison between direct expenses and program revenues for the BMPO's program. The BMPO does not allocate indirect expenses. Investment earnings or losses are not included among program revenues but are reported instead as general revenues or expenses.

Intergovernmental revenues are recognized when all eligibility requirements are met. Eligibility requirements for intergovernmental revenues received on a reimbursement basis (i.e. where monies must be expended on specific projects or for a specific purpose before any amounts are paid to the BMPO) are determined to be met when the underlying expenditures are disbursed. Eligibility requirements for intergovernmental revenues which are unrestricted as to purpose of the expenditure and are usually revocable only for failure to comply with prescribed requirements are considered to be met at the time of receipt or when susceptible to accrual.

Fund Financial Statements

The governmental fund financial statements are accounted for using a current financial resources measurement focus whereby only current assets and liabilities generally are included in the Balance Sheet, and the Statement of Revenues, Expenditures, and Changes in Fund Balance presents increases and decreases in the current net position. Governmental funds use the modified accrual basis of accounting

Bend Metropolitan Planning Organization
Notes to Basic Financial Statements (Continued)
Fiscal Year Ended June 30, 2021

Note 1 – Summary of Significant Accounting Policies (Continued)

Fund Financial Statements (Continued)

where revenues are recognized when susceptible to accrual (i.e., when they become both measurable and available). "Measurable" means the amount can be determined and "available" means collectible within the current period or soon enough thereafter (60 days) to be used to pay liabilities of the current period. Expenditures are recorded when the related fund liability is incurred. Principal and interest on general long-term debt are recorded as fund liabilities when due.

Funds are used to segregate resources for specific activities or objectives. The BMPO has one governmental fund: the General Fund.

Use of Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures of contingent assets and liabilities at the date of the financial statements and reported amounts of revenues and expenditures or expenses during the reporting period. Actual results could differ from those estimates.

Cash and Investments

At June 30, 2021, cash and investments consisted of funds held by the City of Bend. The BMPO considers its cash and investments as a demand deposit account with the City of Bend, whereby funds may be deposited or withdrawn without prior notice or penalty. Interest earnings are allocated by the City based on the proportion of the BMPO's cash to total City pooled funds.

Reference should be made to the City of Bend's Annual Comprehensive Financial Report for the year ended June 30, 2021 for compliance with ORS relating to the collateralization of deposits and categorization of investments.

Receivables

Receivables consist of grants receivables due from state and federal agencies. Management has determined that an allowance for uncollectible accounts is not required for such receivables.

Pension Plan

The BMPO personnel are employees of the City of Bend contracted to work for the BMPO through an intergovernmental agreement (see Note 3 – Related Party Transactions on page 14). Employees of the City participate in the Oregon Public Employees Retirement Plan administered by the Oregon Public Employees Retirement System. Personnel costs including benefits and pension costs for the BMPO Manager are charged directly to the BMPO. As the liabilities for pension and related expenses are the obligation of the City of Bend, not the BMPO, these liabilities are not reflected in these financial statements.

Risk Management

The BMPO is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters for which the BMPO is covered under a commercial insurance policy. The BMPO does not engage in risk financing activities where risk is retained (self-insurance). Settled claims have not exceeded insurance coverage for any of the past three fiscal years.

Bend Metropolitan Planning Organization
Notes to Basic Financial Statements (Continued)
Fiscal Year Ended June 30, 2021

Note 1 – Summary of Significant Accounting Policies (Continued)

Net Position/Fund Balances

The BMPO is operated on a cost reimbursement basis and is not intended to show any fund balance or net position.

Appropriation and Budgetary Controls

The BMPO is organized under ORS 190 and is not required to comply with Oregon Local Budget Law. However, the BMPO has prepared and adopted a budget for operational accountability and control purposes.

Note 2 – Due to City of Bend

The BMPO has an unsecured short term note payable to the City of Bend in the amount of \$70,000 at June 30, 2021. The note was obtained to provide interim financing of the BMPO activities, is non-interest bearing, and was repaid in-full during July 2021. The BMPO also obtains interim financing from the City throughout the year to fund operations (see Note 3 – Related Party Transactions below).

Note 3 – Related Party Transactions

The BMPO utilizes the City of Bend for staff support, accounting, information technology, human resources and other services. The BMPO contracts for such services through an intergovernmental agreement with the City of Bend. Total expenses related to these services for the year ended June 30, 2021 were \$455,083.

Note 4 – Commitment and Contingencies

At June 30, 2021, the BMPO was committed on outstanding supplier and consulting service contracts totaling \$73,005.

Note 5 – Subsequent Events

On July 17, 2021 the BMPO received \$1,500,857 from the Oregon Department of Transportation related to COVID relief funding. Projects related to the funding have not yet been determined.

REQUIRED SUPPLEMENTARY INFORMATION

Bend Metropolitan Planning Organization
General Fund
Schedule of Revenues, Expenditures, and Changes in Fund Balance - Budget and Actual
Fiscal year ended June 30, 2021

	<u>Budget</u>			<u>Variance with</u>
	<u>Original</u>	<u>Final</u>	<u>Actual</u>	<u>Final Budget</u>
				<u>Over/Under</u>
<u>Revenues</u>				
Intergovernmental:				
Grants and agreements	\$ 464,000	559,000	\$ 491,896	(67,104)
Contributions from the City of Bend	-	52,500	39,629	(12,871)
Miscellaneous	33,500	-	-	-
Total Revenues	497,500	611,500	531,525	(79,975)
<u>Expenditures</u>				
Current:				
Transportation planning	497,500	611,500	531,525	79,975
Contingency	100,000	100,000	-	100,000
Total Expenditures	597,500	711,500	531,525	179,975
Expenditures in excess of revenues	(100,000)	(100,000)	-	100,000
<u>Other Financing Sources (Uses)</u>				
Repayment of advance from City of Bend	(100,000)	(100,000)	(57,000)	43,000
Advance from City of Bend	100,000	100,000	70,000	(30,000)
Other Financing Sources (Uses)	-	-	13,000	13,000
Net change in fund balance	(100,000)	(100,000)	13,000	113,000
Fund Balance, July 1, 2020	100,000	100,000	57,000	(43,000)
Fund Balance, June 30, 2021	\$ -	\$ -	\$ 70,000	\$ 70,000

Reconciliation of Budgetary basis to GAAP basis

Advance from City of Bend reported as other financing source on the budgetary basis is reported as a liability on the GAAP basis.

Ending Fund Balance GAAP basis

(70,000)
\$ -

Report of Independent Auditors on Compliance and on Internal Control over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with Oregon Minimum Audit Standards

Policy Board
Bend Metropolitan Planning Organization
Bend, Oregon

We have audited the basic financial statements of the Bend Metropolitan Planning Organization (BMPO) as of and for the year ended June 30, 2021, and have issued our report thereon dated December 13, 2021. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the provisions of the *Minimum Standards for Audits of Oregon Municipal Corporations*, prescribed by the Secretary of State. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the basic financial statements are free from material misstatement.

Compliance

As part of obtaining reasonable assurance about whether BMPO's basic financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grants, including provisions of Oregon Revised Statutes as specified in Oregon Administrative Rules OAR 162-010-0000 to 162-010-0320, as set forth below, noncompliance with which could have a direct and material effect on the determination of financial statement amounts:

- The use of approved depositories to secure the deposit of public funds.
- The requirements relating to the preparation, adoption and execution of the annual budgets for fiscal year 2021 and 2022.
- The requirements relating to insurance and fidelity bond coverage.
- The appropriate laws, rules, and, regulations pertaining to programs funded wholly or partially by other governmental agencies.
- The statutory requirements pertaining to the investment of public funds.
- The requirements pertaining to the awarding of public contracts and the construction of public improvements.

However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our test disclosed no instances of noncompliance that are required to be reported under *Minimum Standards for Audits of Oregon Municipal Corporations*, prescribed by the Secretary of State.

Internal Control Over Financial Reporting

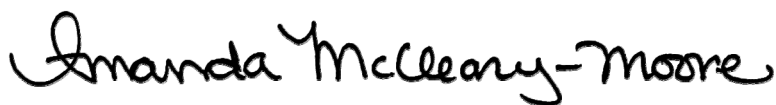
In planning and performing our audit, we considered the BMPO's internal control over financial reporting as a basis for designing our audit procedures for the purpose of expressing our opinion on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the BMPO's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the BMPO's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and does not provide an opinion on the effectiveness of the Agency's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Minimum Standards for Audits of Oregon Municipal Corporations*, prescribed by the Secretary of State, in considering the Agency's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

A handwritten signature in black ink that reads "Amanda McCleary-Moore". The signature is written in a cursive, flowing style.

Amanda McCleary-Moore, Partner, for
Moss Adams LLP
Medford, Oregon
December 13, 2021