

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
EXECUTIVE COMMITTEE MEETING
WEDNESDAY, AUGUST 2, 2017
4:00 p.m.
MCEDD Office and Teleconference

ATTENDANCE:

In Person: Ken Bailey, Bill Schmitt, Bob Hamlin, Judge Gary Thompson, Rod Runyon and Eric Proffitt

Absent: Jan Brending, Bob Benton, and Rex Johnston

Staff: Sherry Wickert and Amanda Hoey

CALL TO ORDER:

Ken Bailey called the meeting to order at 4:00 p.m. A quorum was present.

EXECUTIVE COMMITTEE MINUTES:

Rod Runyon noted a correction to the minutes to include his attendance. Bill Schmitt moved to approve the June 7, 2017 Executive Committee meeting minutes as corrected. Bob Hamlin seconded the motion. Motion carried unanimously.

FINANCIAL REPORT:

Sherry Wickert presented the June 2017 financial reports. She noted that, due to year-end entries for the audit, the financials were not complete. Of the completed entries, Prepaid Taxes were higher due to expenses for the John Day River Territory project. She also noted that due to pending transactions related to the audit, the final loan fund loss was not available, but would be by next meeting. Sherry noted that the on-site portion of the audit is scheduled to begin October 9, 2017.

Discussion: Bob Hamlin asked if MCEDD would have the same audit firm this year. Staff stated that it was the same (Lewis, Poe, Moeller, Gunderson and Roberts, LLC).

Bob Hamlin moved to accept the financial report as presented. Bill Schmitt seconded the motion. Motion carried unanimously.

PUBLIC RECORDS POLICY:

Amanda Hoey provided an overview of the State of Oregon's requirements for public records requests, which were updated during the last legislative session and become effective January 1, 2018. She presented a proposed update to MCEDD's public records policy with revisions to match the State's updated requirements.

Discussion: Rod Runyon asked if there had been any requests of public records from MCEDD and the frequency of those requests. Amanda stated that MCEDD does receive requests for records periodically. Discussion followed relating to costs and length of time necessary to fulfill requests.

Bill Schmitt moved to recommend to the MCEDD Board of Directors adoption of the revised MCEDD public records policy as presented. Bob Hamlin seconded the motion. Motion carried unanimously.

MCEDD FY17 ANNUAL REPORT:

Amanda Hoey presented the FY17 MCEDD annual report, highlighting:

- Businesses assisted through the loan programs.
- The first Attainable Housing RLF approvals.
- Completion of the Comprehensive Economic Development Strategy.
- Grant administration and completion of infrastructure projects.
- Industry Association development and support.

Eric Proffitt moved to accept the annual report. Gary Thompson seconded the motion. Motion carried unanimously.

ANNUAL ECONOMIC SUMMIT:

Amanda Hoey introduced the opportunities for the 2017 annual economic summit, noting dates in November that would be available for both Washington and Oregon regional economists to attend. She stated that the summit was hosted in Oregon last year, so there is interest to move it to a location in one of our Washington counties if appropriate accommodations could be made. For the draft agenda, she highlighted the desire to have opening remarks from a business leader in a key industry sector, the opportunities to hear about data trends from regional economists, and the potential sector panel. She requested input from the Executive Committee on the date, location and agenda/presenters.

Discussion: Bob Hamlin discussed interest in the wood and forest products sector as the focus, noting potential speakers and issues around supply. Ken Bailey stated it was a good topic and noted the impact to the counties of the sector, as well. Bill Schmitt noted his appreciation for the idea, stating that the conversation is timely. Bob Hamlin discussed the Better Timber Management bills in DC. The Committee discussed subsidiary industries impacted by the timber industry and provided additional potential names for a panel discussion.

Bob Hamlin agreed to reach out to Jason Spadero initially to determine if there is interest in presenting opening remarks. Amanda Hoey will follow-up with other logistics.

COMMUNITY ADVANTAGE LENDER:

Amanda Hoey provided information on the SBA Community Advantage Lender pilot program. The program provides mission-oriented lenders access to SBA 7a loan guarantees on certain loans. She stated that MCEDD had not pursued the pilot as it was not apparent that MCEDD would be an eligible entity and there are administrative requirements related to participation. However, there are exceptions granted to the eligible entity list and a similar entity (SCOEDD) has been researching the opportunity to participate. Amanda noted that staff is capacity constrained at this current juncture to pursue the opportunity and research and that she is seeking direction from the Executive Committee to determine if it is worthwhile to invest staff time to research and present a proposal to the Board to consider applying to participate in the Community Advantage pilot program. Amanda presented options for consideration with the benefits and challenges associated to each option.

Discussion: Eric Proffitt asked about timeline for the program. Amanda reviewed the staff time likely necessary in research and application and stated that the pilot program is authorized only through March 31, 2020, unless extended or made a permanent part of the SBA's programs. Rod Runyon asked about the long term staff time investment. Gary Thompson inquired if this might be an opportunity for an AmeriCorps RARE to support research in a future year.

Consensus was to watch and monitor SCOEDD's research on the topic to determine if there is a viable pathway to eligibility and remain open to conversation in the future about the pilot program.

EXECUTIVE DIRECTOR REPORT:

Amanda Hoey reviewed highlights from her written report including:

- Approval of a \$200,000 loan to the Renewal Workshop. The loan should close in the next few weeks.
- The first loan out of the Attainable Housing RLF program funds closed, with funds disbursed to the Honald Building project (\$250,000) to construct nine upper floor apartments in downtown The Dalles.
- Updates from a meeting with staff of the Columbia Gorge NSA US Forest Service to discuss the potential renewal of the request for reducing multiple agency layers of the OIB program and joint promotion of activities.
- Opportunities through an Oregon DEQ workforce grant for businesses in the reuse/repair industries. Staff sent this announcement to businesses in our loan portfolio which might meet the funding criteria. Amanda sought input on additional companies who may qualify and should be encouraged to apply.
- Marketing and outreach opportunities for the business assistance program, including tentative approval from the Gorge Business News to include our monthly loan client highlights in their publication.
- Legislative updates from NADO on the status of EDA, USDA and CDBG programs.
Discussion: Rod Runyon provided additional updates from the NACO conference. He noted the conversations in the economic development committee related to housing and stated he would provide additional information to Amanda. He also noted NACO's request for changes to apprenticeship rules. Eric Proffitt emphasized the importance of these programs.
- The Biggs Brownfields assessment project.
Discussion: Gary Thompson provided an update on the project, noting that the County agreed to move forward and the status of a contractor on site.
- Updated on the hiring process for the Mobility Manager and the Office Administrator. She also noted that there may be an opportunity to extend the position through a contract with the SBDC. It would require a supplemental budget, if it were to move forward.
- Board openings for private sector candidates and the deadline for responses.
- Discussions with MCCOG staff; noting that she would be meeting with their interim Executive Director after the next MCCOG meeting.

Amanda also requested authorization to submit an application to Travel Oregon for a project in Dufur and accept the funds, if awarded. Eric Proffitt made a motion to approve the Travel Oregon application and acceptance. Bob Hamlin seconded the motion. Motion carried unanimously.

OTHER NEW BUSINESS

The Executive Committee discussed preparations for the solar eclipse occurring on August 21, 2017.

ADJOURN: Meeting adjourned at 5:10 p.m.

*Respectfully submitted,
Amanda Hoey, Executive Director*