



**Executive Committee Meeting  
Wednesday, March 1, 2017  
4:00 P.M.**

MCEDD Office, 515 East Second Street, The Dalles

**AGENDA**

<b><u>Topic</u></b>	<b><u>Time</u></b>	<b><u>Item</u></b>
Call to Order- Jan Brending		
Executive Committee Minutes <i>February 2017</i>	5 minutes	Approval
Gorge Management Plan Comments	10 minutes	Approval
Planning Grant Scope	10 minutes	Approval
Local Assessment	20 minutes	Recommendation
Executive Director Report	10 minutes	Information
Other New Business/ Updates from Committee Members		

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance, please contact Sherry Bohn at 541-296-2266 (TTY 711) at least 48 hours before the meeting.

MCEDD is an equal opportunity lender, employer and provider.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
EXECUTIVE COMMITTEE MEETING  
WEDNESDAY, FEBRUARY 1, 2017  
4:00 p.m.  
MCEDD Office and Teleconference

**ATTENDANCE:**

*In Person:* Rod Runyon, Bill Schmitt and Eric Proffitt

*Teleconference:* Jan Brending and Bob Hamlin

*Guest:* Les Ruark (teleconference)

*Staff:* Sherry Bohn and Amanda Hoey

**CALL TO ORDER:**

Jan Brending called the meeting to order at 4:03 p.m. A quorum was present.

**EXECUTIVE COMMITTEE MINUTES:**

Bill Schmitt moved to approve the January 4, 2017 Executive Committee meeting minutes as presented. Eric Proffitt seconded the motion. Motion carried unanimously.

Eric Proffitt moved to approve the January 17, 2017 Executive Committee meeting minutes as presented. Bill Schmitt seconded the motion. Motion carried unanimously.

**FINANCE REPORT:**

Amanda Hoey presented the December 2016 financial reports. Amanda reported that MCEDD's operational cash continues to decrease from the usage of its reserved match funds, primarily for the Agora Investment Platform expansion project. She noted that the trend of higher loan fund cash and lower loans receivable balances persists, due to principal repayments and fewer new loans made in FY17, with line 1300 Loans Receivable down about \$500,000.

Amanda reviewed MCEDD's Operations Budget vs. Actual report. She reported that Total Loan Fund Revenue, excluding the Attainable Housing RLF funds, is below projections by \$7,223.45. Bonds & Insurance and Other Materials/Services are above budget due to expenses that are included for FY18 and will be transferred at year-end.

Bill Schmitt moved to accept the financials as presented. Eric Proffitt seconded the motion. Motion carried unanimously.

*Discussion:* Rod Runyon asked about the Antelope project. Amanda explained that it is a water project with Community Development Block Grant funding for which MCEDD provides grant administration. Rod asked if staff had been in contact with Lisa Gambee about the status of Antelope's city council. Amanda stated that staff had in the past been in conversation on the status and would follow up on the most current status.

**BUDGET COMMITTEE:**

Amanda Hoey reported that two of the three board positions on the Budget Committee transition this year. The first is the position held by Dana Peck. Amanda reported that Dana was appointed to fill the last year of the term vacated by Barbara Briggs. She also reported that the second position vacant is the position which was held by Nick Hogan. Amanda reported that Nick is no longer serving on the board and thus can no longer fill that position. Amanda reported that Dana Peck and Sue Knapp are interested in seeking appointment.

Amanda reported that one at-large position, held by Marcus Denny, expires this year. She reported that notification of the expiring at-large position was sent to local newspapers with interest forms due by January 25, 2017. Amanda reported that Fritz Ellett expressed interest in serving on the budget committee.

Eric Proffitt moved to recommend appointing Fritz Ellet to the MCEDD Board for the at-large Budget Committee position. Bill Schmitt seconded the motion. Motion carried unanimously.

Rod Runyon moved to recommend reappointing Dana Peck to the MCEDD Board for the Budget Committee position ending February 2020 and to recommend appointing Sue Knapp for the Budget Committee position ending February 2019. Bill Schmitt seconded the motion. Motion carried unanimously.

### **NADO ALERT:**

Amanda Hoey reported on an alert received from the National Association of Development Organizations (NADO) on risks to funding for the US Economic Development Administration. She noted that this agency is a crucial resource for MCEDD's rural economically distressed communities as it provides public works and technical assistance funding. Amanda also noted that it is a resource for MCEDD's annual planning grant allocation. Amanda requested the Executive Committee discuss the value of EDA programs in the region and to identify opportunities for members of the Executive Committee to support messaging of the importance of the Agency.

*Discussion: Eric Proffitt asked about the potential ramifications to MCEDD and its region. Amanda explained that it could be up to a ten percent loss to the MCEDD budget. She also noted that the long term effect would be to a loss in innovative program development and a loss of public works programs and projects. Rod Runyon stated that he would be willing to write letters in his capacity seeking clarification.*

### **REGIONAL ECONOMIC DEVELOPMENT STRATEGY SESSION**

Amanda Hoey provided an update to the Executive Committee on the status of the Regional Economic Development Strategy development, noting that the Data and Demographics Review, Vision and Goals and SWOT Analysis had been completed. She reported that staff is working on finalizing Strategies/Action Plans that were outlined at the regional strategy meeting in Moro and refined on January 26<sup>th</sup> at a meeting in The Dalles. Amanda reported that the initial draft outlines were presented in the overall priority ranking order and are available on the MCEDD website.

Amanda reported that staff is compiling information from the meeting in January, and will send out opportunities for public feedback. She reported that participants reviewed and refined the plans, identified quick wins and drafted the top three priority actions for each goal area. She also reported that simultaneously, staff has solicited priority projects from each County and will have those prepared to present at the February full board meeting. Amanda noted that one evaluation criteria will be the extent to which the projects tie directly to the priorities expressed in the strategies

Amanda noted the upcoming meetings in February and March, their locations and topics.

### **EXECUTIVE DIRECTOR REPORT:**

Amanda reported that the MCEDD Loan Administration Board approved a new loan to Austen Martin for an \$111,000 loan using the Attainable Housing Development RLF funds. She also reported that the board recommended that Sherman County approve a separate loan for the project, up to \$117,000. Amanda reported that the Sherman County Court met today and approved the loan. She noted that the project would construct two duplexes in Sherman County. She also reported that the Loan

Administration Board had approved a new loan to Steelhead Enterprises for a \$150,000 to expand their wildland firefighting business, which is based in The Dalles. Amanda reported that MCEDD had received notification of an anticipated additional loan payoff request from Northwest Pediatrics and had received very small early payoffs from Lupin Construction and Cruz Thru Grocery.

Amanda Hoey also noted the following from the Executive Directors report:

- Sherman County approved entering into an Intergovernmental Agreement with MCEDD to manage their funds to support workforce housing.
- Crystal Springs Water District received funding through the safe drinking water RLF program. MCEDD has been in contact to offer support for grant administration.
- The Ash Center for Democratic Governance and Innovation at the John F. Kennedy School of Government, Harvard University recognized the Agora Investment Platform as part of the 2017 Bright Ideas in Government initiative. The Bright Ideas program recognizes creative and promising government programs and partnerships.  
*Discussion: Rod Runyon asked if South Wasco County Parks and Recreation had an Agora account, noting that the County is working on deeding land to the newly formed district. Amanda noted that she would check with Carrie Pipinich to verify, but believed they had an account and if not, staff would provide technical assistance to get the District registered.*
- MCEDD and the City of The Dalles executed an IGA to support grant administration of the City of The Dalles Wastewater Plant project. Amanda reported that staff will not proceed until given the final notice from City staff.
- Bid opening for the Columbia Gorge Regional Airport project was postponed to January 26, 2017 due to weather. Amanda noted that they have experienced a delay due to additional consultation which is necessary to meet EDA's requirements.
- IFA approved the methodology proposed by PSU for an income survey. The survey will be used to determine eligibility of funding through CDBG for a Sherman County project for the South Sherman Fire District.
- The contract for David Van't Hof, contracted Government Affairs Specialist for CGBREZ, has been extended with the remaining funds. MCEDD has also paid AWEA membership for 2017.
- GTA activities include: Planning for the annual STEM Career Day scheduled for April 28th. Jessica Metta and Jacque Schei have been actively engaged with Google in planning the Wind Challenge scheduled for March 11, 2017. The registration deadline for teams has been extended and we are seeking volunteers to assist at the event.
- MCEDD received three responses to the RFP for the Columbia Gorge Winegrowers Association to support training needs. Given the qualifications of respondents, MCEDD decided to divide up the trainings and contract with two separate companies.
- Carrie Pipinich received concurrence from the Oregon Department of Agriculture to travel for Cidercon.
- MCEDD staff met with Dee Holzman of Gorge Web Design to review intent for the updated MCEDD website and draft site architecture. She noted one point of public feedback was to the draft site architecture related to the calendar. Staff will propose modifying the site architecture to "Meetings" for more intuitive navigations but the content intent remains the same.
- The Sherman County Court appointed Judge Gary Thompson to serve as their MCEDD Board representatives, replacing the position vacated by Mike Smith.
- Amanda reported that with extended winter weather, the MCEDD office building roof partially failed in January. This led to flooding of the office bathroom and part of the back room. The building owner has agreed to reimburse MCEDD for any damages and costs incurred in containing the problem. Amanda reported that she has also requested a timeline from the building owner on replacing materials in the ceiling and floor and addressing mold prevention due to the length of time of the leak.

**OTHER NEW BUSINESS**

Rod Runyon noted the article in The Dalles Chronicle about Amanda and the Marshall Fellowship appointment.

**ADJOURN:** Meeting adjourned at 4:47 p.m.

*Respectfully submitted,*

*Sherry Bohn, MCEDD Office Administrator*

## MEMORANDUM

**Date:** February 24, 2017

**To:** MCEDD Executive Committee

**From:** Amanda Hoey, Executive Director

**Re:** CRGC Management Plan

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### **Overview**

The MCEDD Board of Directors reviewed the attached draft comments on the Columbia River Gorge National Scenic Area Management Plan and authorized the MCEDD Executive Committee to finalize and submit comments on the scoping of plan review.

### **Request**

Discuss additional comments to include, or comments to revise. Approve submission of final comments.

## DRAFT: Gorge 2020 Management Plan Comments

### Overview

Economic development is one of the two primary purposes listed in the Columbia River Gorge National Scenic Act. As stated in the current management plan “Congress intended the Scenic Area Act to support the economy of their communities in the Scenic Area. The second of the Act's two stated purposes is to protect and support the economy of the Gorge by encouraging growth to occur in existing urban areas and by allowing future economic development in a manner that is consistent with protection of scenic, cultural, recreation, and natural resources [Section 3(2)].”

### Primary Requests

- Incorporate existing economic development plans in a manner that allows the Management Plan to act as a more living document and reflect changing economies in the Gorge.
- Utilize MCEDD and its ability to convene partners to advise on necessary updates to the economic development section of the Management Plan following this Scoping Process.

### Priority Issues

Priority Issues for the Scope of Plan Review

- 1) Access and utilize current economic development plans, including:
  - a. Regional Comprehensive Economic Development Strategy (CEDS). Adopted with major revisions every five years, the plan is updated at least annually and reflects the interests of the five-county bi-state area MCEDD serves.
  - b. Bi-State Vitality Plan (Oregon and Washington Economic Development Plans) which are specifically called out in the Management Plan, have a geography specific to the NSA and are reflective of the content in the CEDS. These plans are referenced in Chapter 2, Economic Development GMA policies 1 and 2. They have been combined (per GMA Policy 3) and the names thereby updated to reflect the joint economic development planning.
  - c. Port District plans.
  - d. County Economic Development Plans. Notably, Klickitat County is in the process of updating their plan and Wasco County is just beginning to update their plan.
- 2) Provide a mechanism to review and allow communities to address their needs for basic utilities and infrastructure at sites outside of urban growth boundaries when it is necessary.
- 3) Update principle economic sectors to reflect regional targeted industry and growth sectors. Some of these were not conceived of thirty years ago and thus cause a gap in the plan.
  - a. Broaden the language. Eg Chapter 2, section 7.e and f specifically refer to wineries vs. our updated terminology to support value added agriculture.
  - b. Incorporation of current plans (as reference in point 1) will help address many of those similar concerns for changing industry dynamics.
- 4) Use caution in the approach to tourism as a primary economic development goal, recognizing that tourism alone cannot sustain our communities and meet the intent of the NSA economic development purpose, but that it is an important sector.
- 5) Identify a process to analysis urban growth boundary modifications; define minor/major.

**Engage with MCEDD and its members and partners, which represent regional economic development interests, at the outset of this planning process and throughout development of recommended plan revisions.** The management plan must work for our local communities and residents and must be able to be implemented in an effective manner by communities throughout the region. Given the time since the last plan review, we look forward to a long-term and thoughtful engagement in the Gorge 2020 Management Plan update.

## MEMORANDUM

**Date: February 27, 2017**

**To: MCEDD Executive Committee**

**From: Amanda Hoey, Executive Director**

**Re: Planning Grant Scope of Work**

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### **Overview**

Annually, MCEDD receives an invitation from the US Economic Development Administration to apply for a partnership planning grant. These funds are allocated to MCEDD as the designated Economic Development District to support the bi-state area in development and implementation of a Comprehensive Economic Development Strategy (CEDS). MCEDD proposes an annual scope of work that meets that objective.

In the prior year, the scope of work focused predominantly on development of the CEDS as it is a major rework year. In addition, we incorporated elements to ensure we continued to actively continue implementation strategies. The scope, therefore, was focused around the following:

- CEDS development, outreach meetings and compilation.
- Convening the Gorge Broadband Consortium and pursuing broadband developments throughout the region.
- Hosting Connect Mid-Columbia meetings and the Annual Economic Summit.
- Supporting the priority infrastructure projects on the CEDS list with technical assistance and outreach. Coordinating the Agora Investment Platform as a means to connect projects with funders.
- Engaging in STEM initiatives.
- Providing assistance to support and develop our existing industry sectors

Staff takes into account the following considerations in developing a draft scope:

- Completing the CEDS. The public input period for the major rework will extend into this next grant. Maintaining the strategy, with annual update elements, such as project prioritization. Hosting the annual economic summit.
- Ensuring the scope focuses on implementation of strategies identified in the CEDS. Incorporating elements of implementation that will allow us to provide matching funds, such as to further develop our industry sectors.
- The planning partnership grant does not allow supplanting funds for programs they deem separate, specifically excluding most work in housing, transportation, and loan programs.
- Including some broad and flexible elements of the scope of work to allow us to be responsive to new developments throughout the year but including some specific projects to meet EDA requirements.

### **Request**

Discuss and provide input on the annual scope of work for the Partnership Planning grant. Authorize staff to develop and submit the scope of work.



## Memorandum

**Date:** February 27, 2017  
**To:** MCEDD Executive Committee  
**From:** Amanda Hoey, Executive Director and Sherry Wickert, Finance Manager  
**Re:** Local Funds Assessment

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### Overview

Annually the MCEDD Board approves a funding assessment of our member entities for the next fiscal year, as recommended by the Executive Committee. Local assessments are used to leverage additional funding for the district. We do not assess a tax and instead collect funds through a local assessment to our city, county and port members. We have established a reciprocal relationship with chambers in the region, so no funds are exchanged. Currently these funds are used as part of the match that has allowed us to obtain an Economic Development Administration planning grant and are also used as a portion of the match to obtain our Mobility Management grants.

Last year, in considering a recommendation for local assessments, the Executive Committee decided to recommend no change to local assessments but to signal a potential for an increase in FY18 to better cover the need for matching funds and maintaining service levels. The Committee requested to begin the review early in 2017 in order to be prepared for a recommendation for the MCEDD budget process. In December, the Committee reviewed comparisons and provided the following general direction.

- Provide analysis on options for increases over time that would get to a supporting amount equivalent to the necessary grant match for the current programs.
- Review Ports rate. We have historically assessed Ports at a flat rate. Consider options that base the rates to reflect differences in the size and revenue of each Port District.

### Comparisons/Options

The following provide options for discussion and consideration. The next page provides a side-by-side comparison of the amounts.

Option 1: Provide a 10% annual increase in both per capita and Port assessments. If population increases are generally assumed to offset inflation costs, we would reach the necessary amount of funds between years six and seven, no other factors changing.

Option 2: Provide an increase equivalent to the amount necessary to reach required match over a five year timeframe.

Option 3: Select option 1 or 2 as the strategy for increases in per capita assessments. Vary the amount assessed to individual Port Districts to reflect their annual revenues. To avoid a substantial increase to any one Port District, begin at the current level and make adjustments over the course of the next 5-7 years. Categorize by Port District revenues, with rate levels for those with budgets between \$0-\$1M, \$1-\$5M, and greater than \$5M.

### Request

- 1) Recommend a level for FY 2018 assessments to the MCEDD Board of Directors.
- 2) Provide a recommendation on the strategy for local assessment changes over time to the MCEDD Board of Directors.

**Options 1 and 2 comparison**

Detail by jurisdiction is attached.

	Option 1		Option 2	
	Per cap.	Ports	Per cap.	Ports
<b>Current</b>	<b>0.4551</b>	<b>1,760</b>	<b>0.4551</b>	<b>1,760</b>
<b>FY18</b>	0.5	1,936	0.53	2,015
<b>FY19</b>	0.55	2,130	0.61	2,300
<b>FY20</b>	0.61	2,343	0.68	2,585
<b>FY21</b>	0.67	2,577	0.76	2,870
<b>FY22</b>	0.74	2,835	0.83	3,155
<b>FY23</b>	0.81	3,119	No set increase	No set increase
<b>FY24</b>	0.89	3,431	No set increase	No set increase

**Option 3** is dependent upon the per capita assessment modification selected. The Port rate will vary, based on size of the individual Port budget, but the total amount would be unchanged.

<b>OPTION #1 - 10% increase</b>									
		<b>CURRENT</b>	<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>	<b>FY23</b>	<b>FY24</b>
<b>CURRENT</b>	<b>2010 POPULATION</b>	<b>\$0.4551 PER CAPITA</b>	<b>\$0.50 PER CAPITA</b>	<b>\$0.55 PER CAPITA</b>	<b>\$0.61 PER CAPITA</b>	<b>\$0.67 PER CAPITA</b>	<b>\$0.74 PER CAPITA</b>	<b>\$0.81 PER CAPITA</b>	<b>\$0.89 PER CAPITA</b>
<b>COUNTIES</b>									
Hood River (Unincorp.)	14,035	\$6,387	7,018	7,719	8,561	9,403	10,386	11,368	12,491
Sherman	1,765	803	883	971	1,077	1,183	1,306	1,430	1,571
Wasco (Unincorp.)	10,056	4,576	5,028	5,531	6,134	6,738	7,441	8,145	8,950
Klickitat (Unincorp.)	13,975	6,360	6,988	7,686	8,525	9,363	10,342	11,320	12,438
Skamania (Unincorp.)	8,645	3,934	4,323	4,755	5,273	5,792	6,397	7,002	7,694
<b>TOTAL COUNTIES</b>		<b>\$22,061</b>	<b>24,238</b>	<b>26,662</b>	<b>29,570</b>	<b>32,479</b>	<b>35,872</b>	<b>39,266</b>	<b>43,144</b>
<b>CITIES</b>									
Antelope	46	\$21	23	25	28	31	34	37	41
Dufur	604	275	302	332	368	405	447	489	538
Maupin	418	190	209	230	255	280	309	339	372
Mosier	433	197	217	238	264	290	320	351	385
Shaniko	36	16	18	20	22	24	27	29	32
The Dalles	13,620	6,198	6,810	7,491	8,308	9,125	10,079	11,032	12,122
Cascade Locks	1,144	521	572	629	698	766	847	927	1,018
Hood River	7,167	3,262	3,584	3,942	4,372	4,802	5,304	5,805	6,379
North Bonneville	956	435	478	526	583	641	707	774	851
Stevenson	1,465	667	733	806	894	982	1,084	1,187	1,304
Bingen	712	324	356	392	434	477	527	577	634
Goldendale	3,407	1,551	1,704	1,874	2,078	2,283	2,521	2,760	3,032
White Salmon	2,224	1,012	1,112	1,223	1,357	1,490	1,646	1,801	1,979
<b>TOTAL CITIES</b>		<b>\$14,669</b>	<b>16,116</b>	<b>17,728</b>	<b>19,662</b>	<b>21,595</b>	<b>23,852</b>	<b>26,108</b>	<b>28,686</b>
<b>TOTAL PER CAPITA</b>	<b>80,708</b>	<b>\$36,730</b>	<b>40,354</b>	<b>44,389</b>	<b>49,232</b>	<b>54,074</b>	<b>59,724</b>	<b>65,373</b>	<b>71,830</b>
		<b>\$1,760 PER PORT</b>	<b>\$1,936 PER PORT</b>	<b>\$2,130 PER PORT</b>	<b>\$2,343 PER PORT</b>	<b>\$2,577 PER PORT</b>	<b>\$2,835 PER PORT</b>	<b>\$3,119 PER PORT</b>	<b>\$3,431 PER PORT</b>
<b>PORTS</b>									
Hood River		\$1,760	1,936	2,130	2,343	2,577	2,835	3,119	3,431
The Dalles		1,760	1,936	2,130	2,343	2,577	2,835	3,119	3,431
Klickitat		1,760	1,936	2,130	2,343	2,577	2,835	3,119	3,431
Skamania		1,760	1,936	2,130	2,343	2,577	2,835	3,119	3,431
Cascade Locks		1,760	1,936	2,130	2,343	2,577	2,835	3,119	3,431
<b>TOTAL PORTS</b>		<b>\$8,800</b>	<b>9,680</b>	<b>10,650</b>	<b>11,715</b>	<b>12,885</b>	<b>14,175</b>	<b>15,595</b>	<b>17,155</b>
<b>TOTAL</b>			<b>50,034</b>	<b>55,039</b>	<b>60,947</b>	<b>66,959</b>	<b>73,899</b>	<b>80,968</b>	<b>88,985</b>

<b>OPTION #2 - 5 YEARS TO REACH REQUIRED AMOUNT</b>								
		<b>CURRENT</b>		<b>FY18</b>	<b>FY19</b>	<b>FY20</b>	<b>FY21</b>	<b>FY22</b>
<b>CURRENT</b>	<b>2010 POPULATION</b>	<b>\$0.4551 PER CAPITA</b>		<b>\$0.53 PER CAPITA</b>	<b>\$0.61 PER CAPITA</b>	<b>\$0.68 PER CAPITA</b>	<b>\$0.76 PER CAPITA</b>	<b>\$0.83 PER CAPITA</b>
<b>COUNTIES</b>								
Hood River (Unincorp.)	14,035	\$6,387		7,439	8,561	9,544	10,667	11,649
Sherman	1,765	803		935	1,077	1,200	1,341	1,465
Wasco (Unincorp.)	10,056	4,576		5,330	6,134	6,838	7,643	8,346
Klickitat (Unincorp.)	13,975	6,360		7,407	8,525	9,503	10,621	11,599
Skamania (Unincorp.)	8,645	3,934		4,582	5,273	5,879	6,570	7,175
<b>TOTAL COUNTIES</b>		<b>\$22,061</b>		<b>25,692</b>	<b>29,570</b>	<b>32,964</b>	<b>36,842</b>	<b>40,235</b>
<b>CITIES</b>								
Antelope	46	\$21		24	28	31	35	38
Dufur	604	275		320	368	411	459	501
Maupin	418	190		222	255	284	318	347
Mosier	433	197		229	264	294	329	359
Shaniko	36	16		19	22	24	27	30
The Dalles	13,620	6,198		7,219	8,308	9,262	10,351	11,305
Cascade Locks	1,144	521		606	698	778	869	950
Hood River	7,167	3,262		3,799	4,372	4,874	5,447	5,949
North Bonneville	956	435		507	583	650	727	793
Stevenson	1,465	667		776	894	996	1,113	1,216
Bingen	712	324		377	434	484	541	591
Goldendale	3,407	1,551		1,806	2,078	2,317	2,589	2,828
White Salmon	2,224	1,012		1,179	1,357	1,512	1,690	1,846
<b>TOTAL CITIES</b>		<b>\$14,669</b>		<b>17,083</b>	<b>19,662</b>	<b>21,918</b>	<b>24,496</b>	<b>26,753</b>
<b>TOTAL PER CAPITA</b>	<b>80,708</b>	<b>\$36,730</b>		<b>42,775</b>	<b>49,232</b>	<b>54,881</b>	<b>61,338</b>	<b>66,988</b>
		<b>\$1,760 PER PORT</b>		<b>\$2,015 PER PORT</b>	<b>\$2,300 PER PORT</b>	<b>\$2,585 PER PORT</b>	<b>\$2,870 PER PORT</b>	<b>\$3,155 PER PORT</b>
<b>PORTS</b>								
Hood River		\$1,760		2,015	2,300	2,585	2,870	3,155
The Dalles		1,760		2,015	2,300	2,585	2,870	3,155
Klickitat		1,760		2,015	2,300	2,585	2,870	3,155
Skamania		1,760		2,015	2,300	2,585	2,870	3,155
Cascade Locks		1,760		2,015	2,300	2,585	2,870	3,155
<b>TOTAL PORTS</b>		<b>\$8,800</b>		<b>10,075</b>	<b>11,500</b>	<b>12,925</b>	<b>14,350</b>	<b>15,775</b>
<b>TOTAL</b>				<b>52,850</b>	<b>60,732</b>	<b>67,806</b>	<b>75,688</b>	<b>82,763</b>



**Executive Director's Report  
Prepared for the March 2017 Executive Committee Meeting**

The following are brief updates since the last board meeting.

**Regional Coordination/Economic Development Administration**

MCEDD provides regional coordination activities as part of our EDA planning grant.

- The next regional strategy meeting is scheduled for Thursday, March 9, 2017 in Bingen, WA at Insitu's Eagle Point facility. RSVP's are required!
- We continue to develop the Comprehensive Economic Development Strategy (CEDS), with the intention of the full draft being prepared for the March full board meeting. We have incorporated the project priority ranking as authorized by the full board in March. Letters on the ranking were sent to all project owners.
- Agora Investment Platform: We will be extending contracts with our fellow Economic Development Districts to continue the pilot program another year. As of the February report, the system has 89 Capital pools represented and includes 242 Projects and 548 Accounts.
- The Oregon Economic Development District Association met with a specialist who engages in performance measurement. The resources will be extremely helpful for our CEDS update.

**Business Assistance Division/ Project Management**

- Sweet Lila's is anticipated to payoff their loan by March 2017. They very recently closed the loan with MCEDD, using the financing to open a coffee cart in Hood River, OR. The client has obtained replacement financing that will allow them to pay off the loan.
- Staff is working on closing the \$15,000 new loan to NuCulture.
- Dwinell, LLC dba Dwinell Country Ales was approved for a \$25,000 loan. The business will start a brewery in Goldendale, WA.
- Loan modifications for Spring Creek Orchards, Inc, Happy Endings, LLC and Van Kessell, Inc were approved at the February 21, 2017 Loan Board meeting.
- The annual in-person Loan Administration Board meeting is scheduled for March 22, 2017.

**Operations Highlights**

- **Executive Director Evaluation:** The Executive Committee agreed to complete the review a month early, given that travel for the Marshall Fellowship will occur during the usual month for the annual review. The Committee can expect to receive a survey from the Board Chair during the next month.
- **Building:** The building owner notes the following: "Brown Roofing made some significant repairs to the roof and drain over the weekend. Hopefully they were successful. We should know over the next week or two, as I see there are a number of days forecasting rain. Once we are comfortable that the leaking has been fixed I will start working on getting the necessary repairs scheduled regarding the bathroom itself."
- **Personnel:** Eric attended the Skamania EDC annual luncheon. Jessica Metta attended the CIS Conference. I will present on an infrastructure panel at the American Planning Association Columbia River regional forum in March.

**Next Full Board Meeting: Thursday, March 23, 2017 at 4 pm**

**Next Executive Committee Meeting: Wednesday, April 5, 2017 at 4 pm**