

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FULL BOARD OF DIRECTORS
Thursday, September 8, 2016
4:00 P.M.**

**Skyline Hospital
211 Skyline Drive, White Salmon, WA**

MCEDD BOARD MEETING AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order/Introductions	5 minutes	Information
Loan Client Presentation Jason Barnes - Cloud Cap Cycle & Board Shop	5 minutes	Information
Recognition of Outgoing Members	10 minutes	Recognition
Consent Agenda Approval of June 2017 Minutes (<i>White Encl.</i>) Approval of DMV Policy (<i>Blue Encl.</i>)	5 minutes	Approval
Financial Report (Yellow)	10 minutes	Information
Private Sector Appointments (<i>Pink</i>) <i>MCEDD Board and Loan Administration Board</i>	5 minutes	Ratification
Nominating Committee Report; Elections (<i>Green</i>) <i>Election of Officers and Private Sector Executive Committee Members</i>	10 minutes	Decision
Director Report (<i>Lavender Encl.</i>)	15 minutes	Discussion
Executive Committee Report (<i>Yellow</i>) <i>Update on Measure 97 Discussion</i>	5 minutes	Discussion
Regional Updates- <i>MCEDD Board members</i>	20 minutes	Discussion
Project Manager Reports (<i>Salmon</i>)	15 minutes	Information
Loan Committee Report (<i>Blue</i>)	10 minutes	Information
<i>Executive Session per ORS 192.660 (f) (Exempt Documents)</i> <i>Regular Session Reconvened</i>		
New Business	10 minutes	Discussion
Adjournment		

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

Public Comment: Individuals wishing to address the Board on items not already listed on the Agenda may do so in an orderly fashion throughout the meeting. Please wait for the current topic to conclude and raise your hand to be recognized by the Chair for direction. Speakers are asked to give their name and address and to limit comments to three minutes unless extended by the Chair.

Agenda Times: Times on the agenda are approximate. The Chair reserves the opportunity to change the order and time of agenda items if unforeseen circumstances arise.

MCEDD is an equal opportunity employer, lender and provider.



Cloud Cap Cycle & Board Shop, LLC obtained a \$20,000 MCEDD loan in August 2016 to open a bicycle and board retail and repair business. Jason Barnes has been operating a part-time cycle repair and bike building business out of his barn. Cloud Cap Cycle & Board Shop's new location at 4955 baseline Drive in Parkdale will sell bikes, snowboards, wakeboards, kiteboards, and paddleboards, as well as servicing bikes at all price points and tuning snowboards. Cloud Cap Cycle and Board Shop will be holding a grand opening in the near future.

Cloud Cap Cycle & Board Shop is open year round, Wednesday through Sunday, from 10 am – 6 pm. Learn more about Cloud Cap Cycle & Board Shop at www.cloudcapcycle.com.



MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, JUNE 16, 2016
HOOD RIVER FIRE STATION, LEONARD HAY COMMUNITY ROOM
1785 Meyer PARKWAY
HOOD RIVER, OREGON

BOARD MEMBERS: Ken Bailey, Jan Brending, Bob Benton, Tonya Brumley, Bob Hamlin, Stephanie Hoppe, Rex Johnston, Robert Kimmes, Mary Kramer, Sue Knapp, Steve Maier, Carol MacKenzie, Dana Peck, Eric Proffitt, Rod Runyon and Bill Schmitt

STAFF: Amanda Hoey (Executive Director), Sherry Wickert (Finance Manager), Eric Nerdin (Loan Fund Manager), Jacque Schei (Project Manager), Michele Spatz (Project Manager), Jessica Metta (Project Manager), and Sherry Bohn (Office Administrator)

GUESTS: Steve and Laurie Light (*Freebridge Brewing*) and Tammara Toppel (*Mt. Adams Chamber*)

CALL TO ORDER/INTRODUCTIONS:

Jan Brending called the meeting to order at 4:05p.m. A quorum was present. A round table of introductions took place.

LOAN CLIENT PROFILE: FREEBRIDGE BREWING

Jan Brending introduced MCEDD loan client Steve and Laurie Light owner/operators of Freebridge Brewing. Steve thanked the MCEDD board and staff for all their help in getting their business up and running. Steve presented the business's background, spoke about their on going success, increased beer production, updated and expanded menu and the uses for their spent grains in both outside sources and on their menu. He noted that they currently have 12 FTE employees and are looking into expanding the business.

CONSENT AGENDA:

- Approval of March 2016 MCEDD Minutes
- Approval of Youth Protection Policies
- Approval of Auditor Selection

Motion to approve the consent agenda made by Dana Peck. Bill Schmitt seconded the motion. Motion carried unanimously.

FINANCIAL REPORT:

Sherry Wickert presented the finance report for the period ending April 2016, reporting that April's Balance Sheet includes variances in assets. Sherry reported that the IRP loan fund cash balance has a negative balance. She stated that this is due to regulations from USDA, that any excess funds (over the federally insured portion) have been placed in a program through Columbia State Bank, which is the DDM program. This program places funds in other banks for collateralization purposes. These funds are "linked" to the IRP money market account at the bank. The balance of the IRP regular loan funds being held in the DDM Product is \$349,695.62, the actual bank cash balance for IRP regular loan funds is \$280,936.30.

Sherry reported that another notable change between years is the large balance for Accrued Revenue, which is \$175,000. She noted that this balance is for a pending new loan for Loans Receivable that did not close as anticipated in April (when the check was prepared), but in May.

Sherry reported that MCEDD's Operations Budget vs. Actual report includes differences in both Revenue and Expenses. She explained that loan fund revenue is comprised of MCEDD's loan funds and the Housing RLF program that continue to be under budget. However, for MCEDD's programs the total amount under budget is \$2,095.12. The remaining under budget is for the Housing RLF program, which has no lending activity. Sherry also reported that all expenses should remain below budget and it is anticipated that costs will remain less than anticipated.

Motion to accept the financials as presented was made by Bob Hamlin. Mary Kramer seconded the motion. Motion carried unanimously.

PRESENTATION OF FY 2017 BUDGET AND PUBLIC HEARING:

Chair Jan Brending opened the FY 2017 Budget Public Hearing at 4:21p.m.

Amanda Hoey reported that the MCEDD Budget Committee met on May 12, 2016 and approved the budget being presented to the MCEDD Board for adoption. She stated that the Budget Committee approved the FY 2017 Budget with a revision to increase the amount in contractual, which is reflected in the budge presented to the Board.

Sherry Wickert presented the proposed FY 2017 budget noting that the budget had been prepared through careful analysis of prior year budgets, actual expenditures, and forecasted revenues and expenditures for new projects. Sherry reported that the beginning General Fund carryover balance for FY 16 was estimated at \$243,128. She reported that projected revenue included the following:

- Special Project Revenue – The total budget for special projects is higher than the prior year, due to the addition of new projects and the inclusion of the operational portion of the Agora project. Most of the FY 2017 special projects revenue is based on a continuation of current or proposed contracts.
- Loan Fund Principal Repayments - Loan fund principal repayments revenue was based on projected payments from existing loan clients and includes scheduled loan payoffs, as well as payments from new loans projected to be made in FY 2017. Adjustments were made to principal repayments for loans with a current “delinquent” status to reflect actual anticipation for repayment. Principal repayments for projected new loans anticipates a three month interest only period at the start of all new loans and a 90 month term. It anticipates that loans are booked throughout the fiscal year
- Loan Fund Interest calculations are based on the following criteria:
 1. Loan fund interest from current loans is included in the FY 2017 projections. However, adjustments were made to interest calculations for loans with a current “delinquent” status to reflect actual anticipation for repayment. In addition, interest payments were removed for loans which we anticipate to payoff and for loans currently in litigations or pending litigation.

2. An estimated interest rate of 7.0% was used for budgeting purposes, except for with the housing fund. It is a conservative figure as the average for the past few years has been 7.5% or more on most of MCEDD's loans. Actual individual loan interest rates vary depending on the associated risk of each loan.
 3. The Attainable Housing Revolving Loan Fund has a lower base interest rate with an estimated 3.5% interest rate. The budget projects full utilization of the principal. Only a portion of revenue is allocated to expenses, however, recognizing that all revenue may not be realized. The exception is with filing fees, which are fully allocated as they would be direct costs associated with any new loans.
- Other Revenue - Other revenue includes various SDAO longevity and SAIF credits/rebates which are included in the general fund. It also includes revenue anticipated from events including Oregon Connections and the Gorge Night Sky symposium.

Sherry reported that the projected expenses included the following:

- Annual salaries for all staff include a 1.1% COLA increase. The salary schedule is based on the revised salary schedule approved by the Board. Step raises for eligible employees are included. There is one notable change in positions over the past fiscal year. The addition of a part-time Project Manager at a 0.50 FTE. This position was included in the prior budget as a "temporary project manager position." The change is the result of the staff required to fulfill the various grant administration projects currently underway and anticipated in FY17.
- Other Payroll Expenses – Payroll expenses are based on 8.75%. Fringe Benefits are calculated for budget purposes, with an overall rate of 28.9%. This rate includes the increase for health and dental insurance. Other Fringe Benefits include a 457 (b) contribution at 8.75% and disability/life insurance.
- Personal Time Off (PTO) – PTO is calculated using the predicted PTO balances as of June 30, 2016 and earned PTO for FY 2017, up to the maximum per MCEDD personnel policies. This expense is included as a General Fund expense. Due to uncertainty of PTO usage, no reduction of leave taken was incorporated into the estimated liability.
- Travel - The overall cost for travel for FY17 is down from the previous year due to costs associated with the Agora project that were included in the prior year budget, as well as no anticipated out-of-states EDA conference. Travel costs for this fiscal year includes the following out-of-state trips: NADO Conferences and scholarship-funded out of state travel.
- Event Service – This category is primarily used for agency funds, which includes the Oregon Connections Telecommunications Conference for 2017, but also includes some small event services for special projects (GTA Wind Challenge and Gorge Night Sky).
- Supplies – Costs for supplies, overall, are slightly lower than last fiscal year due to less anticipated special projects expenditures. Administrative supplies have decreased, due to the prior year's cost for the server upgrade. The supplies budget includes new computer equipment for staff on the scheduled replacement rotation. For FY17 there is \$2,000 included as a general expense. This allocation would allow for some strategic investments in updates to MCEDD's website or marketing collateral as recommended by the Budget Committee. A related amount is also included in contractual.

Sherry reported that the professional service expenses included the following:

- Legal Services – Costs associated with legal services remain similar to the prior year's budget.
- Audit – The FY17 budget reflects the anticipated cost for auditing services, which are lower than year's prior.
- Contractual – Includes a \$7,500 allocation for contract reimbursement in the general fund, which was recommended by the Budget Committee. This allocation will allow for some strategic investments in updates to MCEDD's website or marketing collateral.

Sherry reported that the projected building costs includes the allocated expense for the remodeling of the office space at 515 E 2nd Street, The Dalles, Oregon. The remodeling expense was paid in FY 2014 through the General Fund. It is being repaid by allocating the expense to all programs over a 10 year period (the life of the improvements and the anticipated lease), which started in FY 2014.

Amanda explained the All Funds Budget Summary, which is the budget to be adopted.

Chair Jan Brending closed the Public Hearing at 4:31p.m.

APPROVAL OF FY 2017 MCEDD BUDGET:

RESOLUTION 2016-3, Adopting the FY July 1, 2016 – June 30, 2017 Budget. Rex Johnston made a motion to approve the MCEDD FY 2017 Budget as presented. Bill Schmitt seconded the motion. The motion carried unanimously.

RLF POLICY FOR EDA FUNDS

Amanda Hoey reported that every five years MCEDD must update its Economic Development Administration (EDA) Revolving Loan Fund (RLF) Plan. She noted that this plan provides the framework for management of MCEDD's EDA funded loan programs, in addition to other loan programs in our portfolio, excluding USDA and OIB funds which are managed under separate plans. She noted that the framework for the plan and required elements are mandated by EDA and they have provided detailed guidance on what must be included.

Amanda noted that the areas of significant change included the following:

- EDA requires that at least one member of the Loan Administration Board making final loan decisions has lender experience. Staff revised this section and following the recommendation of the Loan Board and approval by EDA, incorporated the provision for an alternate private sector member.
- EDA required a modification to the Environmental review language. MCEDD staff revised this language to incorporate the environmental language recommended by the EDA environmental officer verbatim.

Amanda noted that the MCEDD Loan Administration Board recommended adoption of the revised plan as presented. She requested the MCEDD Board to adopt the presented plan. She noted that following adoption of the plan, MCEDD staff will submit the plan to EDA and solicit a private sector representative for the alternate position on the MCEDD Loan Administration Board.

RESOLUTION 2016-4, RLF Plan Adoption. Robert Kimmes made a motion to approve the Revolving Loan Fund Plan Certification and adopt Resolution 2016-4, Revolving Loan Fund. Rex Johnston seconded the motion. The motion carried unanimously.

CEDS STRATEGY COMMITTEE APPOINTMENTS

Amanda Hoey reported that MCEDD is embarking on a major re-work of its Comprehensive Economic Development Strategy (CEDS) for 2017. She noted that this strategy guides MCEDD's activities for regional economic development and is representative of its entire five-county region. She reported that we anticipate kicking off the process in July with the Annual Gorge Economic Symposium. Amanda also noted that the MCEDD Executive Committee approved formulating a CEDS strategy committee to act in an advisory capacity to the MCEDD Board of Directors. Amanda noted that the committee would allow MCEDD to maximize staff resources with support and direction from the committee through regular conference calls, reviewing draft materials, obtaining input on the CEDS product and increasing participation in the strategy workshops. Amanda noted that during the last major rework an informal working group, through the Stronger Economies Together process, included university, economic development and extension partners. She noted that given that we are not operating under that same framework, we are seeking formal appointment of a new strategy committee. Meetings of the committee would be publicly noticed.

The proposed strategy committee includes the following individuals:

- Pat Albaugh
- Caitlin Blagg
- Richard Foster
- Buck Jones
- Jessica Metta
- Gabriel Muro
- David Roth
- Brian Tuck

Amanda requested the board appoint a CEDS steering committee, with the allowance for the appointee to include an alternate if they are unable to participate.

Motion to appoint the CEDS steering committee, with the provision for alternates, as presented was made by Rex Johnston. Eric Proffitt seconded the motion. Motion carried unanimously.

EXECUTIVE DIRECTOR REPORT:

Amanda Hoey reported that the Oregon and Washington Investment Boards continue efforts to identify a pathway for the authorized and not-yet appropriated funding which totals approximately \$1.9M. She reported that in March, staff participated in a call with the director of the USFS State/Private forestry regarding the Rural Development, Forestry and Communities account. The discussion centered on clearly defining the requirements of the account. Amanda reported that Forest Service staff committed to exploring eligibility questions for a batch of

example projects. Legislative staff is working to set a meeting with USFS and USDA Rural Development to discuss the best avenue to secure funding.

Amanda reported that, in coordination with North Central Oregon Regional Solutions, MCEDD staff conducted a review of the Attainable Housing RLF policies. The fund has particular funding parameters placed in the contract with MCEDD by Business Oregon. Recommendations for revisions included expanding the Area Median Income definition, requiring the fund to only fully revolve once in nine years, offering a lower interest rate for local government projects and other minor modifications. Amanda reported that the next step involves obtaining preliminary approval from the state agency.

Amanda reported that, staff submitted a response to a University of Oregon request for economic development project concepts. She noted that staff requested assistance to measure the long term impact of MCEDD's revolving loan fund programs. The University has expressed interest, but will not have student capacity until after the summer.

Amanda reported that MCEDD executed an agreement with City of The Dalles to support grant administration and labor standards support for the Columbia River Gorge Regional Airport. She noted that the project is funded with EDA dollars.

Amanda stated that our National Association provided an update on HR 4487, the bipartisan Public Buildings Reform and Savings Act of 2016. The bill includes language that authorizes the EDA to release the federal government's interest in connection with a grant not less than seven years after final disbursement of the grant. Amanda noted that the provisions in this bill are important to MCEDD to end the burdensome and costly reporting placed on our EDA RLF funds. The bill was approved by the House and now moves to the Senate.

Amanda reported that the Columbia Gorge Arts/Culture Alliance completed updates to its 2016 map. It is now posted on gorgeculture.org and maps will be distributed locally and through the PDX welcome center. MCEDD is fiscal agent for the Alliance. She also noted that with the recent completion of the Gorge Rural Tourism Studios, the Alliance has been tapped to lead implementation of the cultural heritage activities.

Amanda reported that letters of support were submitted for approved Connect Oregon and Enhance projects, as well as the Historic Columbia River Highway TIGER application. Also submitted was a response to the Oregon Water Resource Department as part of their public comment period.

Amanda highlighted the Connect Mid-Columbia Infrastructure Goals and Project Prioritization Criteria handouts.

REGIONAL UPDATES

Board members shared updates on items of regional interest.

Jan Brending – Jan reported that she recently attended the kick off meeting for The Bingen Point overpass project which has been approved by the state of Washington. She noted that this project will take a number of years to be completed

Eric Proffitt – Eric reported that unemployment is holding at 3 to 4 percent and that employers are struggling to find workers. He noted that there are currently 500 job listings between Hood River and The Dalles.

Dana Peck – Dana introduced Mt. Adams Chamber's new Executive Director Tammara Toppel. Tammara reported that they are hosting an open house at the visitor center this week, that they are focusing on Art and Wine Fusion event, and that they are looking at revitalizing the ambassador program. She also noted the USDA Rural Development listening session on June 29th in White Salmon and Goldendale. Dana reported that the Skamania Chamber is working on the Gorge Blues and Brews and the 4th of July celebration. He reported that the Goldendale Chamber had a successful Oregon Trail Rally. They are also working on the International Long Boarder event, car and art shows and are engaged in the housing solutions conversations

Ken Bailey – Ken reported that the pear crop is about the same as last year, that the wheat crop is looking good and cherries are looking really good. Ken noted that the newly installed optical sorter was a good investment. He also noted that workforce has not been a problem this year.

Mary Kramer – Mary reported that Columbia Gorge Community College awarded 283 certificates and degrees at last week's graduation. She also reported that summer enrollment is slightly up.

Bob Benton – Bob reported that Hood River County continues to move forward with the recruitment of its new administrator, that they are working on marijuana legislation and that the Mt. Hood Meadow land transfer has been completed.

Bob Hamlin – Bob reported that Skamania County recently met with One Community Health and that they are looking to put a clinic in Stevenson. He also reported that the Dog Mountain Trail Shuttle is working great, the Ridge Run was a success and that the Underwood Community Center is working on forming a parks and recreation district.

Stephanie Hoppe – Stephanie reported that the Gorge Non-profit Collaborative meets the first Wednesday of the month.

Robert Kimmes – Rob reported that Providence Hospital has a new administrator, MCMC is moving forward with the planning of their new addition and that Skyline Hospital is in the process of purchasing the North Shore Medical Group building and will eventually move some operations there.

Sue Knapp – Sue reported that Antelope is developing a new water system and has been notified that the school building is on the historical register. She reported that the Dufur strategic plan is moving forward and that broadband is progressing in Maupin. She noted that they have signed a franchise agreement with Light Speed Networks, that the meeting was held regarding the Shearer Falls Bikeway and that the major fundraising is done on the library.

Carol MacKenzie – Carol reported that they are starting the new wing on the court house, that the City of Wasco is active with their streetscape improvement and that they have seen a lot of use for the bicycle fix-it station.

Steve Maier – Steve reported that the tech industry seems to be business as usual. He noted that Aerovel is deploying on an ice breaker and that Insitu is seeing an uptick in their business.

Bill Schmitt – Bill reported that the Port of Klickitat is almost done with bidding process and will begin work on leveling four lots in the near future.

Rex Johnston – Rex reported that the county is in the process of updating its strategic plan, updating the shore line map and experiencing some problems with the Track B process. He also noted that many department heads are retiring which is causing loss of institutional knowledge. Rex also noted that housing on the west end of the county need to begin moving forward.

Tonya Brumley – Tonya reported that the Hood River County Chamber has been very successful with all of their events. She reported that the Dalles Dam tours have started; they are working on preparations for a soap box derby, preparations for the 4th of July weekend. Tonya also reported that the Maupin Splash for Pink and The Dalles airport fly-in.

EXECUTIVE COMMITTEE REPORT:

Jan Brending presented the Executive Committee report highlighting the following activities and decisions:

- Conducted the Executive Director performance evaluation and established goals for 2016/17. Approved a step increase effective July 1, 2016.
- Approved submission of the Innovation in American Government award for the Agora Platform project.
- Discussed the obligations for the Marshall Memorial Fellowship and confirmed Amanda Hoey's participation in the program.
- The next meeting of the Connect Mid-Columbia is scheduled for August 25th.

LOAN COMMITTEE REPORT

Amanda Hoey reported that in April and May 2016 there were four MCEDD funded loans totaling \$215,000. She noted that they included Abundance Marketing & Design, LLC dba The Balch Hotel in Dufur for \$175,000, Maribel Marquez dba Taqueria La Fogata in The Dalles for \$20,000 and Erik Stenberg dba The Little Huckleberry Food Truck in Bingen for \$20,000. In addition, Eric Nerdin reported that a \$258,000 OIB loan to Beachwood Eatery, LLC in The Dalles was funded. Eric also noted that Ground Coffee, LLC dba Doppio Café made an early payoff of its \$125,000 loan due to the sale of the owner's house.

Eric thanked the MCEDD Loan Administration board for their on-going participation and noted that they had also approved a loan to Cloud Cap Cycle and Board Shop for \$20,000 and allowed Oregon Brineworks, LLC to refinance in order to obtain a lower interest rate and better terms on mortgage loan. He reported that he had provided support to the Cascade Locks - Hood River Enterprise Zone which included working with The Renewal Workshop, a startup outdoor apparel and equipment refurbishing business located in Cascade Locks for an extended abatement application; Hood River Distillers, Inc. located in Hood River for an extended abatement

application; Ferment, LLC, a startup brewery to be located in Hood River for standard abatement and Know Your Fruit, LLC a startup freeze dried fruit snack business located in Odell for a standard abatement.

Amanda noted that challenges and success of the loan program and reported the payoff of Pocket Fuel, LLC.

PROJECT MANAGER REPORTS

Michele Spatz highlighted the following:

- The Columbia Gorge Express began service on May 27 with round trip service linking the Gateway Transit Center with Rooster Rock State Park and Multnomah Falls. The service provided 4600 trips. In its first 3 weeks of service, it has provided over 7000 trips, so it has exceeded everyone's expectations. MCEDD participates in the operations and project management team which is meeting weekly to debrief the service and continue to fine-tune it.
- The Oregon Transportation Committee met June 16th and approved the recommended Special Transportation Funds projects, which includes funding for Columbia Area Transit's (CAT) expansion of fixed route service to Odell & Parkdale. MCEDD is working with CAT and a private transportation provider to maximize service to Odell/Parkdale by building a collaborative schedule with the private provider covering morning and evening service and CAT providing the afternoon service.
- Oregon received an infusion of Western Federal Lands Access Program (FLAP) funding and there are a minimum of four regional grant applications in process. MCEDD is working with its partners to help realize a vision of car free travel around the entirety of Mt. Hood, from Portland to The Dalles.
- WSDOT released a call for Letters of Intent for its upcoming Regional Mobility Grants. Skamania County Public Transit has submitted a letter for an Intelligent Transportation System (ITS) that will support scheduling and dispatch software along with improved ability to communicate with its drivers. Mt. Adams Transportation Service (Klickitat County) has submitted a letter to provide service from White Salmon/Bingen to The Dalles and Hood River as well as from Goldendale to The Dalles.

Jacque Schei highlighted the following:

- MCEDD has an agreement with Wasco County to serve as the Grant Administrator for a CDBG grant (\$2,000,000) to support MCCFL in building an approximately 20,000 square foot Community Mental Health facility on land owned by MCCFL to serve the citizens of Wasco County and surrounding counties as needed. She noted that she serves as a main contact to coordinate grant activities, ensures the County meets the conditions of the grant contract, monitors progress of the project, and ensures that contractors fulfill contractual obligations. Jacque reported that the project is currently in the Environmental Review stage and that a subcontract with an architect has also recently been awarded.
- MCEDD has an agreement with the City of Antelope to serve as the Grant Administrator for a CDBG grant (\$1,025,515.79) to support construction of its transmission mains, adding a water storage reservoir, and upsizing the water mains in the distribution network. Jacque noted that she serves as a main contact to coordinate grant activities as well. The project is currently in the Environmental Review stage.

- MCEDD, the Friends of the Goldendale Observatory and the Goldendale Chamber of Commerce are partnering together on a Gorge-wide campaign to promote energy efficiency, appropriate use of LED lighting technology for outdoor illumination, and astronomy education. The group, through MCEDD, recently received funding through a Google grant to support the ‘Gorge Night Sky’ project. Initial work will focus on working with local vendors to gather commitments to stock Dark-Sky compliant, energy efficient LED options; working with Gorge-wide utilities and city and county governments to offer point of sale rebates; and planning a two-day educational symposium scheduled for August 18-19, 2016, at the Goldendale Observatory and the Columbia Gorge Discovery Center for lighting professionals, astronomy experts, and high end users to hear presentations and discuss issues surrounding lighting efficiency and Dark-Sky Initiatives.

Jessica Metta highlighted the following

- She researched federal, state and private grant opportunities open to Sherman County and focused on what sources of funding might be available for the County’s CEDS projects. She noted that she had reached out to some of the most likely funding sources to inquire about eligibility and along with reaching out to project proponents to let them know that she is available to help with grant writing. She attended an information session with Meyer Memorial Trust to learn about their newly updated granting goals and that she is working on a Federal Lands Access Program grant for a possible project to improve access to the John Day for boaters using Starvation Lane and with the Sherman County Fair Board to pursue options for a new building on the Fairgrounds.
- There is meeting with GTA Members to interview them about issues affecting their ability to hire employees. She noted that this was a key issue expressed by members recently and the GTA Board approved her focus on the issue in their 2016 Strategic Plan. Jessica reported that she will be looking for commonalities that could be improved by the GTA and developing strategies for the GTA Board to consider.
- The 2016 GTA Summer Party is scheduled for July 19th from 5:30 – 7:30 at Zepher, Inc.

Carrie Pipinich highlighted the following

- She continues to work with Q-Life, the City of Maupin, SWA, and the Wasco County EDC to support finalizing details on the Maupin Fiber Project. She attended the Maupin City Council to discuss the project and met with Q-Life staff. Carrie is also working with partners around continued engagement with CenturyLink related to Connect America Funds to be invested in the region. She reported that she is working with both Wasco and Klickitat counties to further dialogue with CenturyLink around community needs. Additionally, she convened two meetings of the Klickitat County Broadband Workgroup to discuss next steps with the CAF II investment, and additional opportunities to leverage current County investment and middle mile private infrastructure that has transitioned ownership to Wave Broadband to efficiently improve access.
- A \$20,000 planning grant from the Safe Drinking Water Revolving Loan Fund was awarded to the Wamic Water Board. She noted that staff worked closely with Wasco County EDC Commissioner Stan Kelsay and the Wamic Water Board to draft a scope of work that would provide them with the planning work needed to identify key investments in the system and begin exploring funding for needed projects.

- Carrie and Wasco County EDC's Dufur Committee members Mary Kramer and Kathy Ursprung are working with the community on several projects. The City is pursuing funding for both water and wastewater master plans to begin addressing challenges with the system around capacity and reliability. Carrie noted that she and the Committee worked closely with Dufur Parks and Recreation to submit a grant application for replacement of their old RV park restroom facilities. She also reported that she and the Committee are working closely with the City of Dufur, the Dufur Chamber of Commerce, and the Port of The Dalles to support a community visioning process for the City. Carrie noted that initial planning meetings have occurred, and the public process will take place in the fall of 2016.
- She is working closely with Wasco County EDC Open For Business Committee Members Daniel Hunter, Nan Wimmers, Kathy Ursprung, and Fred Justensen to make updates to the Open for Business guides, finalize additional guides for Dufur and Maupin, and conduct further outreach around their use. Additionally, this group will take on the EDC's portion of the Wasco County website update, hosting a training session for smaller communities around their web presence, and continuing additional coordination efforts.
- The Wasco County EDC Mosier committee is focused on support for the City in its process to create a Transportation System Plan and consideration of building a new fire hall and city hall located on Route 30 on newly acquired property from BNSF.
- She is working with local cideries and Blue Collar to draft a marketing strategy for the Gorge Cider Society. In conjunction with that effort, staff and the Cider Society are working to establish a social media presence. Additionally, Carrie noted that she has worked with the Cider Society to print a 2016 Cider Route and that they are working to distribute it.
- She submitted a concept proposal to Oregon Department of Agriculture for additional support for the Cider Society in February and was asked to submit a full application in May. This proposal focused on education of cider consumers, continued industry association development, and further marketing efforts.
- The Hood River EDG met in April with IFA Regional Coordinator Ami Keiffer to discuss upcoming infrastructure projects. She noted that she is working closely with EDG Chair Wheeler to plan for upcoming meetings and activities.

ADJOURNMENT: Meeting adjourned at 5:55p.m.

*Respectfully submitted,
Sherry Bohn, Office Administrator*

MEMORANDUM

Date: August 4, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: DMV Policy

Overview

In May MCEDD hosted an individual from SDIS to conduct a risk assessment analysis. One of the primary recommendations from the individual conducting the review was to enhance our employee driving policy as it is the most likely avenue for risk to the agency. Subsequently, we have been working with the Special Districts Association of Oregon (SDAO) to review recommended policy language and template materials from other entities.

In analyzing potential modifications to the policy, we took the following into account:

- SDAO recommendations and templates.
- Consistency for all employees regardless of their state of residence.
- Fit to our organization size

MCEDD's current policy, as incorporated into our personnel policies, reads as follows:

“1.15 Driving Record: Employees who may be required to drive must possess a valid driver's license and must comply with any operator's license restriction. All employees who may be required to drive on District business may at any time have their driving record checked by the District or its insurance company. Employees who may be required to drive shall notify the Executive Director of any change in license status. Failure to report a change in license status to the Executive Director shall be grounds for discipline.”

Proposed Policy Revision

The proposed revision is modeled on sample language from SDAO. The MCEDD Executive Committee recommends the Board of Directors adopt the following update the personnel policy driving section, replacing section 1.15 of the MCEDD personnel policy.

“1.15 Driving While on MCEDD Business: Employees using a vehicle to conduct MCEDD's business must possess a valid driver's license. MCEDD may verify the validity of your driver's license. Employees using a private vehicle to conduct MCEDD's business must also carry auto liability insurance and must make any necessary arrangements with their insurance carriers. All employees who may be required to drive on MCEDD business may, at any time, have their driving record checked by MCEDD or its insurance company and MCEDD may receive automated reports from the Department of Motor Vehicles that notify MCEDD when there are transactions on your driving record such as speeding tickets and citations.

While on MCEDD business, drivers are expected to make every reasonable effort to operate their vehicle safely, with due regard for potential hazards, weather, and road conditions. Drivers are to obey all traffic laws, posted signs and signals, and

requirements applicable to the vehicle being operated. Seatbelts are to be used in all vehicles while on business. Drivers are to ensure that the use of prescribed or over the counter drugs does not interfere with their ability to drive while on business; operating a vehicle under the influence of alcohol or controlled substances is prohibited. Employees are responsible for notifying their manager of any subsequent restrictions, limitations, or other change in their driving status within 72 hours of the change or new restrictions/limitations. See also, "Cell Phone Use While Driving" policy (Section 12.2)."

Request (Consent Agenda)

Adopt the recommended revision to the MCEDD personnel policies, as highlighted above.



FINANCIAL SUMMARY

FOR: July 2016

MCEDD's Balance Sheet for July has several notable changes from the prior year's report. MCEDD's loan fund cash is higher than last year's due to repayments and early payoffs, which are also reflected in the lower Loans Receivable total balance. Accounts Receivable (1202) balance is lower due to fewer outstanding special project invoices. Accounts Payable (2010) is lower as FY16 included a large payment to Washington State University for costs associated with a grant. FY17 entries for the anticipated carry forward (3110) have not been completed.

July's Operations Budget vs. Actual report is the first month utilizing FY17's budget. Actual Carryover Revenue (4000) is still pending audit completion. Federal revenue (4100) is higher due to the carryover of a portion of the planning grant funds into FY17. Loan Fund Revenue, excluding the Housing RLF funds, exceeded July's budget by \$1,591, primarily due to late fees received on a loan payoff. Receipts Other (4800) negative actual balance is an adjustment for FY16's revenue that will be received in FY17. Due to accounting between fiscal years, funds received for Sponsor Donations (4803) were included in the budget figure for Receipts – Other (4800). Most expenses are below projections, due to the timing of anticipated expenses. Indirect Spread's (9000) budget reflects a "negative" expense, which is the result to the data entry of the budgeted figure. The budgeted entries are spread equally (monthly), while the charges for these services vary (based on actual for month), producing a balance other than zero.

Respectfully Submitted,

Sherry Wickert
Finance & Operations Manager

Mid-Columbia Economic Development District
Balance Sheet
As of July 31, 2016

	Jul 31, 16	Jul 31, 15
ASSETS		
Current Assets		
Checking/Savings		
1000 · Bank Demand Deposits		
1010 · MCEDD Checking	8,908.96	95,008.00
1015 · MCEDD MM	265,764.88	191,534.46
1020 · IRP		
1021 · IRP - Sherman	77,871.12	3,773.71
1022 · IRP - WA	89,720.21	73,708.39
1020 · IRP - Other	88,012.36	175,718.58
Total 1020 · IRP	255,603.69	253,200.68
1030 · Loan Funds		
1036 · EDA RLFs	117,268.90	46,510.80
1045 · Reg Strat	126,358.95	168,904.73
1050 · RBEG-OR	39,774.10	20,834.88
1055 · RBEG-WA	46,657.33	27,892.47
1057 · RBEG-KL	126,815.87	86,728.70
1067 · CDBG Microenterprises	58,944.01	52,881.20
Total 1030 · Loan Funds	515,819.16	403,752.78
1031 · Housing RLF	2,000,872.54	2,000,375.37
1070 · National Scenic Fund	1,118,539.04	1,189,321.57
Total 1000 · Bank Demand Deposits	4,165,508.27	4,133,192.86
1100 · CDS		
1121 · IRP Reserve	96,031.33	96,031.33
Total 1100 · CDS	96,031.33	96,031.33
1122 · IRP - DDM Product	459,415.97	215,647.52
1196 · OR Telecom Conference	22,612.34	25,912.22
Total Checking/Savings	4,743,567.91	4,470,783.93
Accounts Receivable		
1202 · Accounts Receivable	142,940.79	164,787.70
Total Accounts Receivable	142,940.79	164,787.70
Other Current Assets		
1200 · Receivables & Accruals		
1205 · Accrued Revenue	7,083.33	6,104.17
1227 · Accrued Loan Interest	25,923.25	23,123.99

Mid-Columbia Economic Development District
Balance Sheet
As of July 31, 2016

	Jul 31, 16	Jul 31, 15
1229 · Structured Accts Accr'd Int		
1231 · Unrecorded Structured Accrd Int	-909.99	-156.20
1229 · Structured Accts Accr'd Int - Other	6,608.21	5,697.43
Total 1229 · Structured Accts Accr'd Int	5,698.22	5,541.23
Total 1200 · Receivables & Accruals	38,704.80	34,769.39
1300 · Loans Receivable		
1330 · MCEDD Loans Receivable		
1320 · IRP	1,924,544.15	2,090,937.17
1321 · IRP - Sherman	178,591.19	250,000.00
1322 · IRP - WA	239,281.54	251,551.23
1336 · EDA RLFs	564,799.13	614,826.82
1345 · Reg Strat	46,128.85	9,886.99
1350 · RBEG-OR	257,274.84	282,082.93
1355 · RBEG-WA	49,311.96	66,950.19
1357 · RBEG-KL/SK	0.00	39,563.34
1367 · CDBG Microenterprises	48,301.69	52,138.38
Total 1330 · MCEDD Loans Receivable	3,308,233.35	3,657,937.05
1370 · OIB Loans Receivable	1,757,361.09	1,657,601.78
Total 1300 · Loans Receivable	5,065,594.44	5,315,538.83
1500 · Allowance for Doubtful Loans		
1520 · IRP Allowance	-118,027.66	-127,089.85
1521 · IRP - SH Co	-10,797.99	-15,000.00
1522 · IRP - WA	-14,476.77	-15,178.13
1536 · EDA RLFs Allowance	-35,290.15	-37,163.51
1545 · Reg Strat Allowance	-2,776.54	-644.83
1555 · RBEG Allowance	-18,584.67	-23,405.81
1567 · CDBG Microenterprises	-2,987.33	-3,171.24
1575 · OIB Allowance	-45,000.00	-45,000.00
Total 1500 · Allowance for Doubtful Loans	-247,941.11	-266,653.37
Total Other Current Assets	4,856,358.13	5,083,654.85
Total Current Assets	9,742,866.83	9,719,226.48
TOTAL ASSETS	<u>9,742,866.83</u>	<u>9,719,226.48</u>

Mid-Columbia Economic Development District
Balance Sheet
As of July 31, 2016

	Jul 31, 16	Jul 31, 15
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 · A/P General	69.36	16,275.86
Total Accounts Payable	69.36	16,275.86
Other Current Liabilities		
2030 · Accrued Loan Payment	10,117.66	9,279.01
2035 · Accrued Interest Payable	8,383.21	8,700.30
2050 · PTO - Accrued	23,098.99	24,497.84
2070 · Health Insurance Payable	-8,495.37	0.00
2080 · Life & Disability Payable	-308.45	0.00
2090 · WC SAIF Ins	-151.36	-235.73
2100 · Payroll Liabilities		
2120 · State Payroll Liabilities		
2115 · OR- SUTA Payroll Liabilities		
2105 · WBF Payroll Assessment	33.80	31.03
2115 · OR- SUTA Payroll Liabilities - Other	41.74	38.52
Total 2115 · OR- SUTA Payroll Liabilities	75.54	69.55
Total 2120 · State Payroll Liabilities	75.54	69.55
Total 2100 · Payroll Liabilities	75.54	69.55
2800 · Deferred Revenue	13,333.33	13,333.33
Total Other Current Liabilities	46,053.55	55,644.30
Total Current Liabilities	46,122.91	71,920.16
Long Term Liabilities		
2820 · IRP Loan Payable \$1million	514,805.20	551,573.23
2821 · IRP Loan Payable \$600,000	417,520.24	438,485.25
2822 · IRP Loan Payable \$750,000	625,806.66	650,921.44
2823 · IRP Loan Payable - Washington	309,906.38	309,990.41
2824 · IRP Loan Payable - Sherman	193,188.09	200,000.00
Total Long Term Liabilities	2,061,226.57	2,150,970.33
Total Liabilities	2,107,349.48	2,222,890.49

10:10 AM

08/22/16

Accrual Basis

Mid-Columbia Economic Development District

Balance Sheet

As of July 31, 2016

	Jul 31, 16	Jul 31, 15
Equity		
3100 · Fund Balances	7,320,555.07	7,320,555.07
3110 · Carryforward Balance	0.00	27,888.53
3900 · Retained Earnings	252,317.72	0.00
Net Income	62,644.56	147,892.39
Total Equity	7,635,517.35	7,496,335.99
TOTAL LIABILITIES & EQUITY	<u>9,742,866.83</u>	<u>9,719,226.48</u>

Mid-Columbia Economic Development District
Operations Budget vs. Actual
July 2016

	Jul 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Carryover Revenue	0.00	302,193.00	-302,193.00	0.0%
4100 · Federal	9,431.40	6,666.63	2,764.77	141.5%
4200 · State	0.00	0.00	0.00	0.0%
4300 · Local Match	7,000.00	7,000.00	0.00	100.0%
4400 · Local Dues	45,529.00	45,530.00	-1.00	100.0%
4500 · Contract Reimbursement	21,790.71	21,555.38	235.33	101.1%
4600 · Loan Interest	21,745.26	23,168.23	-1,422.97	93.9%
4700 · Loan Processing Fees	1,689.03	2,791.63	-1,102.60	60.5%
4705 · Loan Filing Fees	0.00	1,124.78	-1,124.78	0.0%
4710 · Loan Late Fee	1,139.55	174.89	964.66	651.6%
4750 · Investment Interest	157.92	128.91	29.01	122.5%
4800 · Receipts - Other	-312.27	3,541.63	-3,853.90	-8.8%
4803 · Sponsor Donations	2,500.00	0.00	2,500.00	100.0%
4934 · In-Kind Revenue	0.00	0.00	0.00	0.0%
4935 · In Kind - MM	0.00	0.00	0.00	0.0%
Total Income	110,670.60	413,875.08	-303,204.48	26.7%
Gross Profit	110,670.60	413,875.08	-303,204.48	26.7%
Expense				
5000 · Wages	38,445.33	39,049.64	-604.31	98.5%
5500 · Fringe Benefits	10,036.77	11,297.02	-1,260.25	88.8%
5700 · Payroll Taxes	3,414.26	3,409.86	4.40	100.1%
6110 · Travel & Conference	1,179.84	2,503.89	-1,324.05	47.1%
6190 · Event Services	85.00	158.38	-73.38	53.7%
6200 · Equipment	442.05	375.00	67.05	117.9%
6300 · Supplies	273.84	2,243.11	-1,969.27	12.2%
6400 · Professional Services	517.50	5,156.38	-4,638.88	10.0%
6600 · Communications	1,382.20	1,800.76	-418.56	76.8%
6700 · Building Costs	1,124.35	1,578.15	-453.80	71.2%

Mid-Columbia Economic Development District
Operations Budget vs. Actual
July 2016

	Jul 16	Budget	\$ Over Budget	% of Budget
6800 · Bonds & Insurance	1,331.50	3,350.00	-2,018.50	39.7%
6900 · Other Materials & Supplies	1,630.30	5,490.00	-3,859.70	29.7%
9000 · Indirect Spread	0.00	-4,039.89	4,039.89	0.0%
Total Expense	59,862.94	72,372.30	-12,509.36	82.7%
Net Ordinary Income	50,807.66	341,502.78	-290,695.12	14.9%
Other Income/Expense				
Other Expense				
7400 · Loan Payment	10,117.66	10,117.13	0.53	100.0%
7500 · Carryover to Next Year	0.00	336,978.00	-336,978.00	0.0%
7600 · In-Kind Contractual	0.00	0.00	0.00	0.0%
Total Other Expense	10,117.66	347,095.13	-336,977.47	2.9%
Net Other Income	-10,117.66	-347,095.13	336,977.47	2.9%
Net Income	40,690.00	-5,592.35	46,282.35	-727.6%

Memorandum

Date: August 25, 2016
To: MCEDD Board
From: Amanda Hoey, Executive Director
Re: MCEDD Private Sector Board Positions

Overview

At the annual meeting, the MCEDD Board must appoint members to the private sector MCEDD Board positions. These are unpaid positions for one year terms. There are seven voting Private Sector representatives from regional business sectors on the Board. “Private Sector Representative” is defined as an individual in a responsible decision making position in a for-profit organization, or that individual’s representative. In addition, representatives from an institution of post-secondary education or workforce development or labor group are eligible to serve in these positions.

The following individuals are seeking reappointment to the MCEDD Board to fill the private sector positions on the Board:

- Ken Bailey (representing agriculture)
- Stephanie Hoppe (representing nonprofits)
- Robb Kimmes (representing healthcare)
- Mary Kramer (representing higher education)
- Gabriel Muro (representing minorities)
- Eric Proffitt (representing workforce)

Steve Maier is the only individual who is not seeking reappointment due to his schedule. Nancy White (past MCEDD Board member representing the tech industry) nominated Dana Robison-Miller to fill his position. Dana is vice-president at Custom Interface.

Request:

The MCEDD Board is asked to approve the following appointments:

- Ken Bailey (representing agriculture)
- Stephanie Hoppe (representing nonprofits)
- Robb Kimmes (representing healthcare)
- Mary Kramer (representing higher education)
- Gabriel Muro (representing minorities)
- Eric Proffitt (representing workforce)
- Dana Robison-Miller (representing high tech)

Memorandum

Date: August 25, 2016
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: MCEDD Loan Administration Board Private Sector Positions

Overview

The MCEDD Loan Administration Board is an unpaid committee that meets bi-monthly to make loan policy and all major loan decisions including loan approvals and subsequent loan modifications and foreclosures. The Loan Administration Board is composed of the five county representatives to the MCEDD Board, two private sector representatives and an alternate private sector representative. The terms for these private sector “At-large” representatives expire annually. The primary qualifications for appointive members are that they have business, legal or financing experience, with at least one of the members having financing experience. At-large members do not need to be MCEDD Board members. Currently, the private sector MCEDD Loan Administration Board positions are held by Scott Clements and Dillon Borton.

Private Sector Loan Administration Board Candidates

Scott Clements and Dillon Borton expressed interest in seeking reappointment to the MCEDD Loan Administration Board. With the adoption of the new Revolving Loan Fund plan, MCEDD had an additional position open for an “alternate” private sector Loan Administration Board member. This individual participates in all meetings and is a voting member when any another private sector loan board member cannot attend. Staff sent out a general solicitation for candidates, with interest forms due by 5 pm on August 24, 2016. One candidate applied.

Information is attached for the following candidate:

- AJ Tarnasky

Recommendation:

Reappoint Dillon Borton and Scott Clements to the private sector positions on the MCEDD Loan Administration Board. Appoint AJ Tarnasky to the alternate private sector position on the MCEDD Loan Administration Board.

Memorandum

Date: August 4, 2016
To: MCEDD Board of Directors
From: MCEDD Nominating Committee
Re: MCEDD Slate of Officers and Private Sector Executive Committee Membership

Slate of Officers

The MCEDD Nominating Committee met prior to the annual meeting to discuss a slate of officers for the MCEDD Board. The nominating committee was composed of Tonya Brumley (Oregon Chambers), Dana Peck (Washington Chambers) and Mike Smith (Sherman County), but Mike was unable to join the meeting. The committee is appointed by the Chair of the board and members were selected to include balanced representation from Oregon and Washington and to include individuals who would not be seeking or not be eligible for officer positions.

The officers of MCEDD include a Chairperson, Vice Chairperson, and Secretary/Treasurer. All officers serve one year terms and all positions are unpaid positions. In proposing a slate, the committee considered the need for a balance between Oregon and Washington representatives, past record of participation, continuation of term on the board, length of term on the board, rotations of officers and succession among positions. The following slate of officers is proposed to be retained for another year:

MCEDD Officers	
Position	Nomination
Chair	Jan Brending
Vice-Chair	Ken Bailey
Secretary/Treasurer	Bill Schmitt

Executive Committee Membership, Private Sector

In addition to a slate of officers, the MCEDD Nominating Committee also discussed private sector membership on the MCEDD Executive Committee. The Executive Committee consists of the five County representatives and all officers, in addition to at least two private sector representatives. The private sector representatives serve one year terms. In proposing representatives, the Nominating Committee considered generally the same items as discussed for the MCEDD officers as well as expressions of interest submitted by private sector members. The following private sector members are nominated to serve on the MCEDD Executive Committee:

MCEDD Executive Committee, Private Sector Membership	
Position	Nomination
Executive Committee, Private Sector	Eric Proffitt
Executive Committee, Private Sector (<i>officer- automatic appointment</i>)	Ken Bailey

Requests:

The MCEDD Board is asked to vote on the slate of officers presented. Further, the Board is also asked to vote on private sector membership on the Executive Committee.



Executive Director's Report Prepared for the September 9, 2016 Full Board Meeting

This Executive Director's Report provides an overview of the activities of MCEDD staff in July and August 2016.

Items for Discussion/Decision

- Comprehensive Economic Development Strategy 2017.
- Mobility Management 2017-2019 biennium applications.
- Audit participation invitation to the board.

Annual Report Fiscal Year 2016

The annual MCEDD report is now available. Find the report online at <http://mcedd.org/reports/documents/FY16%20Annual%20Report.pdf>. We made great strides again this year and continued to offer essential regional economic development services. A few highlights from the report that we included in our local assessment letter to our jurisdictions are below. In FY16 MCEDD:

- Provided direct business assistance through our loan programs. In FY16, MCEDD directly provided more than **\$800,000 in funding for businesses** in the five county region, leveraging nearly \$1.3 million of private funding and creating/retaining more than 80 jobs.
- Offered technical assistance. MCEDD provided support to **increase the region's receipt of federal public works funding by nearly \$6.5 million**. Successful applications included priority projects included in our region's economic development strategy: Parkdale Sanitary District, Wamic Water System, Wishram Water System, and various community facilities.
- Furthered critical access to broadband, coordinating activities through the Gorge Broadband Consortium. MCEDD supported direct investment into increased access and furthered adoption efforts with the expansion of "WebWorks: Anywhere" forums.
- Supported industry development. With a focus on the rapidly growing "fermentation industry" and tech sector, among others, MCEDD staff leveraged **Specialty Crop Block grant, USDA and EDA funds** to grow the Gorge Cidermasters, Columbia Gorge Winegrowers, and other value added business associations. For the tech industry, the Gorge Tech Alliance was able to establish the Corwin Hardham Scholarship fund with generous donations from our private and public partners.
- Expanded the Agora Investment Platform. Join us at agora-platform.com!

Business Assistance Division

MCEDD operates loan funds to help grow local businesses. Activities included:

- Available to loan as of July 31, 2016 was a little more than \$1.1 million. It is a larger balance than we prefer to see and will grow again in August.

- The Oregon and Washington Investment Board's Economic Vitality Plans received concurrence from the State of Oregon. We are still pending on State of Washington concurrence. Additional OIB/WIB activity includes:
 - Legislative staff continues to work on identifying routes for the final allocation of funds (approximately \$1.9 million) that were authorized but never appropriated. Conversations have involved staff from USFS and USDA Rural Development.
 - New OIB Board appointments were made by the Governor to represent Multnomah County: Tammy Miller and John Southgate.
 - New officers were elected with Rick Leibowitz as Chair, John Kasberger as Vice Chair, and Jack Miller as Secretary and Treasurer.
- The State approved modifications to the North Central Oregon **Attainable Housing RLF** policies. We have seen an increase in recent inquiries.

**For additional information on our Business Assistance activities, please see the Loan Committee Report (blue enclosure).*

Contract Highlights

MCEDD worked on contract development for the following in the last two months:

- MCEDD manages the Cascade Locks-Hood River Enterprise Zone. We renewed contracts with Hood River County for management in FY17.
- MCEDD signed IGA's for our services to Wasco County, Sherman County and the Hood River County Economic Development Group for economic development services for FY17 activities.
- We continue working with the Klickitat PUD on an agreement to support grant administration and labor standards for their CDBG-funded water project in Wishram.

Regional Coordination/Economic Development Administration

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

- The 2017 Comprehensive Economic Development Strategy (CEDS) process is underway! Please see the attached schedule for sessions, which we will discuss at the board meeting.
 - We hosted the Economic Symposium in July with keynote speaker Ken Bailey and presentations from our regional economists Dallas Fridley and Scott Bailey. Materials are posted at <http://mcedd.org/services/symposium.htm>.
 - The CEDS Steering Committee meets twice per month to plan monthly sessions and prepare and review materials.
- Foundation partnerships:
 - I have been asked to attend a small meeting convened by the Investment team at Meyer Memorial Trust to map the current economic development landscape and coordinate efforts.
 - As part of a coalition of Economic Development Districts I drafted a white paper following conversation with one of our foundation partners. We are working on an opportunity to solidify funding to support our regional economic development strategies and create an opportunity for increasing outside investment in the region.
 - In August I presented to the Oregon Community Foundation Board of Trustees, providing a review of the regional economy, MCEDD programs and the Agora Platform.

- The Agora Investment Platform continues to grow and expand!
 - I conducted a training for Oregon State agency staff in July to onboard additional funders. During the training a number of great examples were highlighted regarding projects listed on the system that had made connections with funders as a result of their presence on the Agora Platform. Our application for the Innovations in American Government Awards received a confirmation of submission, but we do not expect to hear if we made it to the next review round until the fall.
 - We applied for a SVP Encore Fellow to support Agora, sponsored through Intel. The matching process was initially anticipated to occur in August but has been delayed to October.
 - As of the end of August, Agora had 516 user accounts, 87 capital pools and 176 deals.

Project Management

- **Mobility Management:** The deadlines for biennial applications for our mobility management work with the Gorge Translink Alliance are quickly approaching. WSDOT and ODOT both fund the work, with local match support from transportation providers and through MCEDD. WSDOT’s consolidated grant application was released at the end of August and applications are due October 14, 2016. ODOT’s application has not yet been released, but is anticipated to be due in January or February 2017. See attached for further details.
- Staff support the City of Cascade Locks with a federal HUD visit in August.
- Sherry Wickert attended the grand opening of the Klickitat Community Center. MCEDD supported grant administration and labor standards management for the project.
- Oregon Connections: MCEDD has been requested to



**Jerry Lynch Klickitat
Community Center Grand
Opening**

**For additional information on our Project Management activities, please see the Project Manager’s Reports (salmon enclosures) and pipeline (yellow).*

Operations Highlights

- **Audit:** MCEDD’s on-site audit begins on Monday, October 10, 2016. The auditors have requested to meet with interested board members at 10:00 am at the MCEDD office in The Dalles.
- **Status of Public Reforms Act:** Our National Association provided the following update: “The Senate has ‘hotlined’ the Public Buildings Reform and Savings Act of 2016 (H.R. 4487) which was passed by the House in May. [...] includes language that authorizes the U.S. Economic Development Administration (EDA) to release the federal government’s interest in connection with a grant not less than seven years after final disbursement of the grant. [...] There is no clear timeframe for when H.R. 4487 might make it to the Senate floor. “
- **Letters of Support:** A letter of support was submitted for the America’s Promise Workforce Grant.
- **Personnel:** The largest personnel issue is the upcoming transition of our Project/Mobility Manager. Michele Spatz has accepted a position with Pacific University and her last day will be September 9, 2016. The job announcement has

been posted and we are accepting resumes/cover letters for first round consideration by September 21, 2016.

- **Board:** Welcome Paul Hendricks as the new Cities of Skamania County representative. Paul was appointed for a new term, taking over from Nick Hogan.
- **Training:** Jacque Schei was awarded a scholarship to attend the NW Economic Development Course.
- **Publicity:** Check out the most recent issue of Gorge Magazine which features an article including MCEDD!
- **Local dues:** All assessments have been sent to all applicable entities and the City of Antelope is the only pending payment. All other entities have paid.
- Next Full Board meeting is December 8, 2016 at 4 p.m.

Mobility Management 2017-2019 Consolidated Grants Program Application Opportunity

Overview:

The Gorge TransLink Alliance Mobility Manager project serves the five rural transportation systems in the Mid-Columbia region. The Mobility Manager helps this coalition of transportation providers plan for and implement services which increase their transportation services' effectiveness and efficiency in order to provide our communities with better access to jobs, medical attention, and other aspects crucial to quality of life. Specific areas of support include increased communication with regional partners and providers; identification of and support for grant funding; and outreach to the public and targeted community organizations and human services agencies regarding Gorge TransLink Alliance's transportation services. This project was implemented in 2009 and since that time has continued to receive both WSDOT and ODOT grant support.

MCEDD has served in the role because bi-state transportation connections were identified by the board and our partners as having a significant impact to economic development. MCEDD was the natural agency to convene entities as we did not carry the baggage of a single provider, we have direct connections to employers and we can operate bi-state. The importance of regional transportation coordination and mobility issues has escalated since the genesis of the TransLink Alliance, making this project even more critical to support our regional economic development objectives.

Past and Current Fund Availability:

The project funds a Mobility Manager on staff at MCEDD with resources allocated through both ODOT and WSDOT's consolidated grant application processes. In the last biennium, the total project budget was \$162,800. MCEDD had a cash match to that of \$6,000 (\$3,000 annually) and local providers supported cash match of \$14,000 (\$7,500 annually). Additional in-kind match was included.

WSDOT's consolidated grant application was released at the end of August and applications are due October 14, 2016. ODOT's application has not yet been released, but is anticipated to be due in January or February 2017. For WSDOT, match requirements for returning projects will increase 5%.

Action Requested:

Each biennium, the Board has an opportunity to analyze these programs and determine willingness to continue to serve in the convening and coordinating role for Gorge TransLink Alliance. If willing to continue, there are two items needed:

- 1) Determination on level of cash match MCEDD is willing to provide.
- 2) Determine approval and authorization to submit applications to ODOT and WSDOT.

Following the board decision, we will need to update the scope of work and finalize a budget. We will then talk with our transportation providers to secure commitments and willingness to continue their partnership and revise the scope of work to reflect their needs.

Mid-Columbia/Columbia Gorge Economic Development Strategy

Visit www.mcedd.org/CEDS.htm

Sessions rotate around the region:

- SWOT Analysis: September 15, 2016
Cascade Locks, Oregon
- Vision and Goals: October 27, 2016
Skamania County, Washington
- Sector Focus: November 17, 2016
Sherman County, Oregon
- Strategies: December 8, 2016
Wasco County, Oregon
- Measuring Success: January 19, 2017
Klickitat County, Washington
- Strategy and Project Prioritization:
February 16, 2017
Hood River County, Oregon

**RSVP to attend: Contact Sherry at
sbohn@mcedd.org or 541-296-2266**

Join us in
planning for our
region's
economic future!

Time: Optional
networking at 8:30
am. Sessions begin
at 9:00 a.m.

Tour: All sessions
will be followed by
a community tour

Mid-Columbia Economic
Development District
develops a long-range
**regional economic
development strategy**, with
participation from local
communities to create jobs,
raise income levels, diversify
the economy, and improve
the quality of life, while
protecting the environment.

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Executive Committee Report (September 2016)

The MCEDD Executive Committee generally meets monthly to address business of the District. During the months of July and August, the activities of the committee included the following:

- Accepted the modifications to the North Central Oregon Attainable Housing Fund policy.
- Discussed the plans for the August 18-19, 2016 Gorge Night Sky Symposium.
- Recommended adoption of the revised DMV policy.
- Reviewed survey results from the 2016 Columbia Gorge Economic Symposium.
- Provided authorization for MCEDD to host the 2017 Oregon Connections telecommunications conference.
- Provided input on appointments and candidates for MCEDD committees and the Oregon Investment Board.
- Discussed the Travel Ambassador program and provided input on potential partners.
- Received an update on the status of the Agora Investment Platform.
- Approved MCEDD hosting an Encore Fellow.
- Reviewed the MCEDD FY2016 annual report.
- Discussed the elements of the RFP for the MCEDD website redesign.
- Received information about, and discussed the potential impact of, Oregon Initiative Petition 28/Measure 97. Discussed the action taken by other economic development entities.



To: MCEDD Board of Directors

From: Jessica Metta

Date: August 24, 2016

Re: Project Manager's Report

Sherman County Economic Development

The following activities are the result of the Sherman County contract with MCEDD for economic development services.

- **Sherman County Cities:** Jessica continues to work with the four cities on their complete downtown improvement plans and initiatives to move the activities forward. She has assisted Moro and Wasco in façade improvement fund application work, researched issues and been involved with Oregon's Main Street program for support. Jessica also held a regular collaboration meeting for the four cities of Sherman County in August.
- **Grant Writing:** Jessica continues to research federal, state and private grant opportunities open to Sherman County and focused on what sources of funding might be available for the County's CEDS projects.
 - Jessica worked with Sherman County Roadmaster Mark Coles and the Bureau of Land Management on preparing a Federal Lands Access Program proposal for improvements to Starvation Lane, an important local road for boaters and fishermen accessing the John Day River. The proposals are being evaluated through the summer/fall and final programming decisions are anticipated in late fall.
 - Jessica is assisting South Sherman County Fire District in considering a Community Development Block Grant for construction of a new fire hall. Jessica is working with the state to receive contacts for consultants to prepare an income survey as the first step. Sherman County would likely be the applicant on behalf of the District.
- **Biggs Water Project:** Jessica has been working with Anderson Perry, Jeff Holliday and Sherman County to make progress on the project to develop a water system in Biggs Junction. She helped pull together a meeting of the sewer district customers in June to present the plan and estimated costs. Most of the customers were present at that meeting and all present were in favor of the project. Jessica subsequently dropped off meeting materials to the few customers who were not able to attend. Jessica also worked with USDA to initiate an application to fund system construction. As a first step, USDA asked for a determination from Sherman County's legal counsel that Biggs Service District has the authority to provide water services in addition to sewer services. Counsel Will Carey provided the determination to USDA on July 1 and we are waiting to hear back.
- **John Day River Territory:** Jessica continues to participate on the Steering Committee for the JDRT. Jessica is leading a sub-committee to implement a \$5,000 Travel Oregon grant to install tourist welcome kiosks at each of the gateways into the John Day River Territory. Jessica is gathering information for Rage Graphics for development of the signs. Jessica has had initial conversations with ODOT about installing the kiosk for Sherman County in Biggs.

Gorge Technology Alliance

The following activities are the result of the GTA contract with MCEDD for project management services.

- **Employee Hiring Support:** Jessica continued to explore how the GTA could support the tech businesses in their challenges around finding and recruiting employees. She hosted a roundtable of tech CEOs and Human Resource Managers in July to work collaboratively on solutions. The top issues identified were related to housing and marketing of the region. The GTA was requested to be a voice for developing housing in the region, bringing housing developers and companies together, developing a regional marketing plan for employee recruitment and other tasks to strengthen the connections of the tech businesses regionally. Jessica is working to implement these strategies, including an update of the data around the tech industry's regional economic impact as a first step.
- **Meetings and Events:** Jessica hosted a well-attended summer party at Zepher in July and continues to host several monthly events for education and networking opportunities, including promoting the Gorge Night Sky events in August. A periodic meeting of human resources staff will likely begin soon, in addition to a regular meeting of CEOs. Jessica is also planning a gathering of CEOs of the GTA's sponsor organizations and a legislative briefing with our Oregon and Washington state legislators and a handful of our tech company leaders.
- **STEM Education Support:** Jessica supported a STEM Fair in Hood River in June/ July on behalf of the GTA. She promoted a matching opportunity for the GTA's college scholarship in June which brought in around \$9,000 for the fund. She continues to manage the loaner robotics kits and laptops for the GTA and is beginning preparations for hosting the annual FIRST LEGO League tournaments in early December.
- **Partner Board Involvement:** On behalf of the GTA, Jessica participates in Board meetings for Oregon Robotics Tournament and Outreach Program, SOAR Oregon, the Columbia Gorge STEM Hub and now MCEDD's CEDS Steering Committee. These are all positive opportunities to provide input and represent the strength of the regional tech industry and MCEDD to our partners.
- **Other Support:** Jessica met with the Tech Association of Oregon to strengthen ties and collaborative work between the two organizations. She is supporting the GTA's Membership/ Sponsorship Committee in preparation for the membership renewal drive in September and October. She did a large rework of the GTA's website to give it a fresh look and make it more user-friendly.



To: MCEDD Board of Directors
Date: August 24, 2016
From: Carrie Pipinich, Project Manager
Re: Project Management Report

Broadband

- **Community Broadband Access:** Staff continues to work with Q-Life, City of Maupin, SWA, and the Wasco County EDC to finalize details on the Maupin Fiber Project. Along with Wasco County partners, staff also brought together stakeholders in Wasco County with CenturyLink engineering and public affairs staff to discuss opportunities to bring additional service to areas in Wasco County with both federal investment through CAF II funding as well as the State of Oregon resources invested in the Maupin fiber project. Staff is continuing to work with Klickitat and Skamania counties around similar opportunities to leverage fiber investment into end-user service throughout the two counties. CenturyLink has begun the process of upgrading their services along Snowden Road as part of their CAF II investment in Washington State, and attended the Snowden Community Council to provide an update on their projects.

Wasco County Economic Development Commission (EDC):

MCEDD provides project management support for the Wasco County Economic Development Commission supported by Wasco County.

- **EDC Quarterly Meeting:** The EDC will meet in Maupin in September for its quarterly meeting. The meeting will incorporate information and updates from Maupin. The EDC will also discuss the upcoming Community Enhancement Project Process and an update of the Wasco County Economic Development Action Plan. The EDC will then tour Imperial Stock Ranch outside of Maupin.
- **Dufur Community Projects:** The Committee received word that Oregon State Parks Local Government Grant Program recommended funding for Dufur Park's West End Restroom Project. Staff played a critical role in developing the application for this funding. In addition, the Committee worked with City of Dufur staff to bring in resources for their infrastructure planning, and the community has received \$70,000 in grant funds from three sources to support developing a water system master plan and a waste water system improvement plan that will enable them to better understand their infrastructure's capacity and make needed investments to ensure its longevity and ability to meet projected growth. Lastly, the Committee is working with the Dufur Area Chamber of Commerce to support a community visioning process this fall.
- **Open for Business:** Staff is working with Committee Members to conduct additional outreach around the Business Siting Guides developed for Wasco County, the City of The Dalles, the City of Dufur, and the City of Maupin. Additionally, Port and EDC staff met with Wasco County to discuss how their website update can support economic development activities through more clear presentation of the information and navigation frameworks.
- **Mosier:** The Mosier committee is focused on support for the City as they move through ongoing projects as well as recovery of the City's infrastructure from the oil train derailment in early June. Staff has worked with this group to support identification of resources to add to the City's capacity in the coming months.

- **Additional Activities:** Staff attended the Coastal Economic Summit along with two Wasco County Commissioners. The Summit gathers leaders in economic development around Oregon to discuss rural economic development issues and strategies. Staff made some positive contacts and learned about strategies other communities are taking as they move to diversify their local economies.

Fermentation Cluster:

- **Cider Events:** Staff is working with the Cider Adventure Planning Committee to support development of a one-day, in-depth event that is planned for October 8, 2016. The event will allow attendees to experience the full cider making process from apples to the final product before ending at the Skamania Lodge Celebration of Beer to explore additional craft cider styles produced in the region. For more information on the event, visit gorgecidersociety.com/cider-adventure/. Additionally, staff is coordinating with two cideries to support a cider booth at Hops Fest on September 24, 2016 as well as promoting individual cidery events through the Cider Society's coordinated online presence.
- **Cider Marketing Activities:** Staff is working with consultants to develop a short marketing video and a new website for the Cider Society. Staff is wrapping up development of the marketing strategy for the group that will focus projects moving forward.
- **2016 Speciality Crop Block Grant Application:** Staff submitted a full application to the SCBG program for an additional two years of funding to support the Cider Society and growth in the industry this spring. This proposal focused on education of cider consumers, continued industry association development, and further marketing efforts. MCEDD was awarded \$63,455 in funding for this project.
- **Columbia Gorge Wine Growers:** Staff worked with CGWA to submit both USDA, RD RBDG and Travel Oregon grants that were funded in 2015. The RBDG grant supported development of a marketing plan, and will provide resources for training sessions on key marketing activities in the region over the next six months. The Travel Oregon grant supported development of both spring and winter wine country adventure itineraries, and a third is being developed for the fall season. In addition, CGWA staff hosted several writers on a familiarization tour to share the itineraries in person. Several articles have resulted from the spring session, with another small tour being planned for the fall.

Other Projects

- **Oregon Connections:** MCEDD continues to work with Business Oregon's Telecommunications Office as the local host of the Oregon Connections Conference. The 2016 conference will take place October 20th and 21st at the Hood River Inn. This year's keynote speaker is Peggy Smedley of Connected World Magazine and sessions focus on the impacts of mobility on both business and consumers, the integration of robotics into our society, and an update on the state of broadband in Oregon. Visit oregonconnections.info for more information.
- **Hood River Economic Development Group:** The EDG came together to revisit its purpose and format in June. The group continues to see a strong value in coordination conversations and opportunities to come together around shared projects. Additionally, the group has begun the process to update the Hood River County Major Employers list with support from the Hood River Chamber's staff.



To: MCEDD Board of Directors

From: Jacque Schei, Project Manager

Date: Prepared for the September 8, 2016 Board Meeting

Re: Project Manager's Report

Community Development Block Grant (CDBG) Support

Wasco County/MCCFL: MCEDD has an agreement with Wasco County to serve as the Grant Administrator for a CDBG grant to support MCCFL in building a Community Mental Health to serve the citizens of Wasco County and surrounding counties as needed. The project is still working on the Environmental Review, specifically new requirements for storm water management. In addition, the project is preparing to advertise for an Owner's Representative to oversee the project through the construction phase.

City of Antelope: MCEDD has an agreement with the City of Antelope to serve as the Grant Administrator for a CDBG grant to support construction of its transmission mains, adding a water storage reservoir and upsizing the water mains in the distribution network. The project is currently in the Environmental Review and design stage and is expected to go to bid in October.

Dallesport Water District: MCEDD has an agreement with the Dallesport Water District to serve as the Grant Administrator for a CDBG grant to support development of a wastewater facilities plan for the community of Murdock, WA. The project has advertised for professional engineering services, reviewed bids and is prepared to make a selection and subsequent contract with a contractor.

Gorge Night Sky Project

MCEDD, the Friends of the Goldendale Observatory and the Goldendale Chamber of Commerce are partnering together on a Gorge-wide campaign to promote energy efficiency, appropriate use of LED lighting technology for outdoor illumination, and astronomy education. Initial work focused on planning a two-day educational symposium that was hosted August 18-19, 2016, at the Goldendale Observatory and the Columbia Gorge Discovery Center to discuss issues surrounding lighting efficiency and Dark-Sky Initiatives. Planners secured eight additional sponsors and vendors to support the event. In addition, 15 speakers were lined out for the two-day agenda to present on light pollution issues or lighting solutions. The session concluded with two discussion sessions about lighting ordinances and setting up rebate programs in local stores to encourage use of appropriate lighting products. The work for the project will continue with further education in area schools.

Training Attended: Northwest Economic Development Course, August 22-25, Ellensburg, WA



To: MCEDD Board of Directors

Date: August 24, 2016

From: Michele Spatz, Project and Mobility Manager

Re: Project and Mobility Manager Report

Mobility Management

- **Skamania County WET Week-end Bus:** The seasonal shuttle service from Skamania County Fairgrounds to the Dog Mountain Trailhead was reviewed at a Safety Meeting in July. Overall, the shuttle was deemed a success. There were zero fatalities this year – an important goal of the shuttle service. A total of 1,677 passengers used the shuttle over its nine weeks of Saturday/Sunday service. In a mid-season onboard survey, 98% of the passengers reported being from the Portland metro area. Assuming two individuals per car, that translates to a reduction of 838 cars from the Trailhead’s parking lot over the service period, which ended June 12. Seasonal Saturday/Sunday “long run” transit service from Stevenson/Carson to Vancouver and trailheads/recreation points along SR 14 continues through September 4. It’s likely, given the success of the seasonal Dog Mountain Shuttle, a year 4 Federal Lands Access Program grant to continue this service will be submitted.
- **Gorge TransLink Alliance:** MCEDD’s Mobility Manager facilitated meetings of the Gorge TransLink Alliance in June and August. At the June meeting, the Mobility Manager reported on the:
 - early success of the Columbia Gorge Express which provides round-trip service between Portland’s Gateway Transit Center and Multnomah Falls. The service operates Fridays, Saturdays, Sundays and federal Monday holidays and began May 27 (Memorial Day week-end) with 4600 trips! The Columbia Gorge Express will run through September 25, 2016.
 - Connect Mid-Columbia meeting in May. Highlights from the meeting included an update on active transportation funding proposals, FAST Act submissions and a coordinated approach to WFLAP grant submissions that address transportation infrastructure and transit needs around Mt. Hood and in the Columbia River Gorge. Oregon recently received an infusion of additional FLAP funding.

The August Gorge TransLink Alliance meeting was held at the new The Dalles Transit Center. A presentation on FTA’s Transit Asset Management (TAM) final rule, which affects our regional transportation providers, was the meeting’s highlight. Presentations on the TAM were made by Christine West, Capital Program Coordinator, ODOT and Hiep Tran, TAM Expert, WSDOT.

- **Connect Oregon VI (COVI) Statewide Final Review Committee.** The Mobility Manager represented the Lower John Day ACT at the COVI Statewide Final Review Committee. The Committee prioritized *all* 75 COVI projects. Only one project in the MCEDD region is slated to receive funding: the Port of Hood River’s proposed Aviation Technology & Emergency Response Center at the Ken Jernstedt Airfield.
- **Travel Ambassadors.** The development and deployment of Travel Ambassadors is a goal of the Mobility Management grant. In concert with MATS, the Mobility Manager met with individuals and the advisory board for Community Enrichment for Klickitat County (CEKC) to explore a partnership in the establishment of a travel ambassador program for Klickitat County. The development of one-page, easy-to-read, bilingual

MATS transportation resources was discussed, with CEKC members serving as initial ambassadors to share them through local Community Meals program. It was noted a large number of Latino families attend the Meals program. Connection to CEKC follows work with the Mid-Columbia Housing Authority to identify locations across MCEDD's region for travel ambassador outreach using property site managers as key contacts and conduits for tenants' transportation information.

- **Technical Support.** The Mobility Manager continues to provide technical support for the Upper Hood River Valley transit project. The project is a public/private transit pilot. Hood River County Transportation District has received ODOT funding for Columbia Area Transit (CAT) to provide limited deviated fixed-route service between Odell/Parkdale and the City of Hood River. The public/private partnership extends the reach of the service, with the private provider covering early morning and evening service and CAT covering the mid-section of the day. It is expected the service will begin sometime this fall. Additional funding is dependent upon uptake or ridership. MCEDD also provided initial technical support for the Hood River County Transportation District's Transit Master Plan as it was getting underway in August and is serving on the Stakeholders' Advisory Committee for the plan. The Mobility Manager will also serve on the Project Advisory Committee for the Westside Area Concept Plan (Transportation Demand Management grant).

ODOT Hood River Drive Less Connect Supplement

- MCEDD participated in the Mt Hood Meadows' Slopeside Sustainability Shindig in July as a Sustainability Partner. MCEDD's Mobility Manager staffed a Drive Less Connect outreach table to promote ridesharing as a green travel alternative. Drivelessconnect.com is ODOT's free ride-matching and trip logging tool.

2016 – 2019 Coordinated Human Services Transportation Plan Updates

- The draft Hood River, Wasco and Sherman counties' Coordinated Human Services Transportation Plan updates were sent to each of the county's director of transportation services for initial review in early August before presentation to the Special Transportation Fund Committees for their prioritization of strategies to address service needs later in the month. The plans will be posted for public comment on the MCEDD website and the transportation service providers' websites for public comment and are on schedule to be ready for adoption in October.

Oregon Transportation Commission Presentation

- The Mobility Manager presented the results of MCEDD's work on the AOC/ODOT North Central Coordinated Human Services Transportation Pilot Project focused on the needs of Limited English Proficiency individuals in Hood River, Wasco and Sherman counties to the Oregon Transportation Commission. The Commission is closely following the work of the pilot programs. MCEDD recently received additional funding to implement the pilot project's recommendations in FY2017. MCEDD is contracting with The Next Door, Inc. in order to help fulfill some of the grant's language and culturally sensitive deliverables.

Professional Development

- The Mobility Manager learned how to use ReMix at an ODOT training. ReMix is an online platform for rapid transportation system sketch planning and analysis.