

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FULL BOARD OF DIRECTORS
THURSDAY, FEBRUARY 23, 2017**

**Columbia Gorge Community College Auditorium
Building 2 – 3rd Floor
400 East Scenic Drive
The Dalles, Oregon**

4:00 P.M.

AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order/Introductions	5 minutes	Information
Loan Client Highlight- <i>Dorothy Van Kessel</i>	5 minutes	Presentation
Consent Agenda December 2016 Minutes Appointment of Budget Committee/Officer Budget process Approval	2 minutes	Approval
Board Appointment- Tech Representative	10 minutes	Appointment
Annual Board Form <i>Board Commitment/Conflict of Interest</i>	3 minutes	Completion
Financial Report	5 minutes	Acceptance
Deputy Director Role <i>Signature Authorization Forms</i>	5 minutes	Approval
RLF Plan Update	5 minutes	Adoption
Regional Strategy Status	10 minutes	Information
PW/TA Project Priorities	40 minutes	Decision
Gorge Commission Management Plan	20 minutes	Discussion
Director Report	10 minutes	Discussion
Executive Committee Report	5 minutes	Information
Loan Committee Report	5 minutes	Information
<i>Executive Session per ORS 192.660 (f) (Exempt Documents)</i> <i>Regular Session Reconvened</i>		
Project Manager Reports	(time permitting)	Information
Regional Updates- <i>MCEDD Board members</i>	(time permitting)	Discussion
New Business	5 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 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.

Consent Agenda: Items of a routine and non-controversial nature are placed on the Consent Agenda to allow the Board to spend its time and energy on the important items and issues. Any Board member may request an item be “pulled” from the Consent Agenda and be considered separately. Items pulled from the Consent Agenda will be placed on the Agenda following the end of the action items.



Van Kessel, Inc. dba Crown Prints obtained a \$147,740 MCEDD loan in November 2008 to purchase Crown Prints, a wholesale framed art manufacturing business located in The Dalles. Dorothy Van Kessel is the owner and operator of Crown Prints. Crown Prints imports art and moldings and then manufactures custom wholesale framed art mostly for the furniture, gift, hospitality and healthcare markets. Dorothy has also developed relationships with regional artists and photographers who specialize in many genres, including wildlife, landscape, coastal, western and contemporary.

Van Kessel, Inc. dba Crown Prints also obtained an \$113,965 loan through the Oregon Investment Board in October of 2009 to refinance the seller note portion of the business purchase debt.



MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
BOARD OF DIRECTORS MEETING
THURSDAY, DECEMBER 8, 2016
MCEDD OFFICE
515 EAST 2nd STREET
THE DALLES, OR

BOARD MEMBERS: Ken Bailey, Jan Brending (teleconference), Bob Benton (teleconference), Tonya Brumley (teleconference), Joeinne Caldwell (teleconference), Bob Hamlin (teleconference), Rex Johnston (teleconference), Robert Kimmes, Mary Kramer (teleconference), Sue Knapp (teleconference), Dana Peck, Mark Zanmiller (teleconference), Rod Runyon, Bill Schmitt (teleconference), and Eric Proffitt

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

GUEST: Yvonne Roberts (Lewis, Poe, Moeller, Gunderson & Roberts, LLC (teleconference)

CALL TO ORDER/INTRODUCTIONS:

Chair Jan Brending called the meeting to order at 4:00p.m. A quorum was present. A round table of introductions took place. The Chair reviewed the revisions to the agenda for the meeting

CONSENT AGENDA:

Approval of September 8, 2016 MCEDD Minutes
Approval of Whistleblower Policy
Approval of 2017 Meeting Calendar

Motion to approve the consent agenda made by Mary Kramer. Joeinne Caldwell seconded the motion. Motion carried unanimously.

AUDIT REPORT

Yvonne Roberts of Lewis, Poe, Moeller, Gunderson & Roberts, LLC presented an overview of the audit performed for MCEDD for the fiscal year ending June 30, 2016. Yvonne reported that the audit crew spent three days in October at the MCEDD office and that they appreciated the preparedness of the MCEDD staff. Yvonne noted that they do not usually see this type of preparedness. She noted that the audit was performed in compliance with all state and federal regulations and is a two-part audit covering the governmental activities and the business activities of MCEDD. Yvonne explained that the cover letter was a required communication of governance and that it talks about estimates for doubtful accounts. Yvonne reported that the audit found no problems, noting that there were no adjusted journal entries. She stated that no adjustments are a good reflection of the accuracy of the information received over the course of the year. Yvonne explained that pages 1 and 2 were the independent auditors report. She noted that it was an unmodified opinion which is the highest opinion available. She explained that pages 3-8 were the Management Discussion Statement and that page 9 was the Balance Sheet. Yvonne explained that she prefers to compare this over the prior year noting that current assets

were up. She also noted that component unit cash was up as well and that this is showing a positive trend. Yvonne explained that pages 10 and 11 were the Statement of Activities and that the largest difference of the prior year was a \$2 million dollars Grant for establishing an attainable housing fund. Yvonne reported that the overall position was up with positive trends. She explained the Fund Financial Statement and the Revenue and Expenses. Yvonne stated that the business like activities detailed by Funds Statement was a better statement for the board to look at. She explained that audit was looking for changes. Yvonne explained that pages 22 through 34 were notes to financial narrative of MCEDD and explained how cash is handled including details on loans receivables, debt and repayment over the next couple of years. She explained that page 35 was the Budget to Actual and that it showed no over expenditures. Yvonne pointed out that the State of Oregon requirements were explained and met on pages 44 and 45. She noted that there were no negatives. She reported that page 46 was the Schedule of Federal Awards. Yvonne explained that her firm did this a little differently than the prior auditors but following USDA consultation, pointing out section C. Yvonne noted the required letter for compliance on internal controls had no suggestions and that pages 51 and 52 showed compliance. She also noted that the findings were listed on pages 53 and 54 of the audit, of which there were none.

FINANCIAL REPORT:

Sherry reported that MCEDD's October Balance Sheet reflects that loan fund cash is higher in the current year, due to principal repayments, fewer new loans made in this fiscal year, and EDA RLF's revenue that is now encumbered for relending purposes.

She reported that Operations Budget vs. Actual Loan Fund Revenue, excluding the Housing RLF funds, is below projections by \$1,807. Sherry reported that State revenue and Contract Reimbursement are under projections due to the timing of costs associated with special projects. Sherry also reported that In-Kind revenue is under budget due to this year's anticipated amount that was recorded in the prior year.

Motion to accept the financials as presented was made by Bill Schmitt. Dana Peck seconded the motion. Motion carried unanimously.

EXECUTIVE COMMITTEE REPORT

Ken Bailey presented the Executive Committee report highlighting the following:

- Completed the Special Districts Insurance Services Best Practices Checklist. Ken noted that the Executive Committee discussed the single item on which a "no" response was marked: "provide annual ethics training to all board members and staff."
- Authorized MCEDD staff to submit comments in response to EDA's Proposed Revolving Loan Fund Rulemaking.
- Reviewed revenue trends for the organization from 2007 through 2016.
- Discussed loan revenue/expense and recent loan payoffs. Referred a request to the MCEDD Loan Administration Board to analyze MCEDD's position in the market and discuss potential modifications to ensure the MCEDD loan program continues to serve its intended purpose.
- Recommended adoption of the whistleblower policy.

- Received an update on the status of the comprehensive economic development strategy process. Reviewed the proposed SWOT analysis and draft vision and goals. Reviewed survey responses.
- Provided input on the tech representative position vacancy on the MCEDD Board.
- Discussed the Marshall Memorial Fellowship and preliminary dates the Executive Director will be out of the office for the transatlantic exchange. Agreed to advance the timelines for budget development and the Executive Director evaluation. Discussed the concept of a Deputy Director with consensus to proceed, with details to be fleshed out at the January 2017 Executive Committee meeting.
- Discussed opportunities for the USDA Rural Business Development Grant applications in the region.

CEDS STEERING COMMITTEE

Amanda Hoey reported that MCEDD is halfway through its public sessions for the regional economic development strategy and she anticipated conclusion with a final strategy in March 2017. Amanda reported that the September session was held in Cascade Locks and focused on a SWOT analysis. The October session was held in Stevenson and focused on regional vision and goals. Amanda noted that the final Vision and Goals statement was included in meeting packet. The November meeting was held in Moro and focused on industry focus areas and began developing actions plans. Amanda reported that the December session was scheduled for today in The Dalles but was postponed due to weather. She anticipates holding two sessions in January.

STAFF REPORT:

Amanda Hoey presented an update on the MCEDD Board tech representative status. She reported that the previously appointed representative, Dana Robison-Miller is no longer able to serve in the position. Amanda stated that MCEDD has re-released the position opening.

Amanda also reported that as of October 31, 2016 the MCEDD Business Assistance Division had approximately \$1.5 million available to loan. She noted that with an anticipated additional \$100,000 in loan payoffs the balance will shift up to nearly \$1.25 million. Amanda reported that as such, the Loan Administration Board had begun reviewing trends and MCEDD's position in the market to better understand the current position of its programs. Recommended policy revisions will be presented at the next meeting.

Amanda Hoey reported that a \$34,400 loan to Heidi Hall dba Sweet Lila's Coffee Cup was approved to start up a drive thru coffee business and a \$80,000 Oregon Investment Board loan was approved for the purchase of the Big Jim's Drive-In Restaurant in The Dalles.

Amanda provided brief highlights from Project Manager reports including:

- **Gorge Night Sky:** Amanda reported that MCEDD, the Friends of the Goldendale Observatory and the Goldendale Chamber of Commerce were partners on a Gorge-wide campaign to promote energy efficiency, appropriate use of LED lighting technology for outdoor illumination, and astronomy education. Amanda noted that initial work focused on planning a two-day educational symposium hosted in August 2016. She reported that the group has now developed an educational booklet, geared toward grades 4-8. The

group has also been working with teachers at The Dalles Virtual Academy to plan a field trip for students to the Goldendale Observatory on December 2, 2016.

- **Wasco County/MCCFL:** Amanda reported that 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. Amanda noted that Jacque Schei 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. Amanda reported that the project architect continues with design plans. The County has re-advertised for an Owner's Representative.
- **Wasco EDC Dufur Community Projects:** Amanda reported that the EDC Committee began the Dufur Community Visioning process in partnership with the Dufur Chamber of Commerce. Approximately 20 attendees attended both community visioning and community strategy sessions. Draft mission, vision, and goals have been compiled for additional feedback via a survey instrument. The feedback will then be incorporated and further refining will occur working with the Chamber of Commerce in Dufur prior to presenting the draft to the City Council in early 2017.
- **Fermentation Cluster:** Amanda reported that the Gorge Cider Society hosted the Gorge Cider Adventure on October 8, 2016. Participants visited Rivercider at Riverside Farms, Crush Cider Café, Slopeswell Cider Co and Jester and Judge. She also reported that, in addition to ongoing work to build a strong social media presence, staff and the Cider Society are working with two consultants to develop a more robust website and a short promotional video for use in publicizing the industry. They will be completed shortly. Amanda reported that staff worked with CGWA to submit USDA, RD RBDG and Travel Oregon grants that were funded in 2015. The Travel Oregon grant supported development of three country adventure itineraries. Postcards will be available at Oregon Visitors Welcome Centers through 2017 thanks to support from Travel Oregon. In addition, CGWA staff hosted several writers on two a familiarization tours during the grant period. The RBDG grant will support three additional marketing trainings in addition to funding a strategic planning process that was completed during June.
- **Sherman County Economic Development:** Amanda reported that Jessica Metta successfully applied to the Federal Lands Access Program on behalf of Sherman County and the Bureau of Land Management for capital improvements to Starvation Lane. Funds totaling \$1.5 million were awarded to allow the County to widen and improve the road surface.
- **STEM Education Support:** Amanda reported that Jessica Metta has been busy organizing the FIRST LEGO League youth robotics tournaments that the GTA hosts for 9 to 14 year old students in the Gorge. Amanda noted that in our 7th year of hosting, this is the first time there has been enough teams to require four days of tournaments rather than three. MCEDD Board members are invited as VIP guests to the events on Dec 3 and 4 at The Dalles Middle School and Dec 10 and 11 at Wy'east Middle School, approximately 9 am to 3 pm each day. Amanda also reported that Jessica is also beginning planning for the Wind Challenge event on March 11, 2017 in The Dalles, held with partners Google and CGCC.
- **Dan Hoyt Introduction:** Amanda reported that Dan Hoyt joined MCEDD as the new Mobility Manager on October 31, 2016.

ADJOURNMENT: Meeting adjourned at 4:36p.m.

*Respectfully submitted,
Sherry Bohn, Office Administrator*

Memorandum

Date: February 2, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Budget Committee

Overview

The MCEDD Budget Committee is an unpaid committee that meets to review and approve the MCEDD budget. The budget is adopted by the MCEDD Board. The Budget Committee consists of an equal number of at-large members and MCEDD board members. Members serve three year terms, staggered so that one third of the terms of the appointive members end each year. Members are appointed by the MCEDD Board based on recommendations from the MCEDD Executive Committee. The primary qualification for appointive members is that they must be representative of the services provided by MCEDD.

The committee as appointed in FY16 includes the following individuals:

Name	Term Expires
Marcus Denney (At Large)	February 2017
Dana Peck (Board)	February 2017
Leana Johnson (At Large)	February 2018
Eric Proffitt (Board)	February 2018
Sam Bauer (At Large)	February 2019
Nick Hogan (Board)	February 2019

Expiring Terms

Board Positions

Two board positions on the Budget Committee transition. We generally seek to have a balance between Oregon and Washington members on the committee. The following are interested to seek appointment: Dana Peck and Sue Knapp. The Executive Committee recommends Sue Knapp to fulfill the remainder of Nick Hogan's term (through February 2019) and Dana Peck for a new three year term (through February 2020).

At-Large Position

One at-large position expires; the position held by Marcus Denney. The following individual expressed interest in serving on the budget committee (interest form attached): Fritz Ellett. The Executive Committee recommends appointment of Fritz Ellett.

Request (Consent Agenda)

Appoint the budget committee as follows:

Name	Term Expires
Leana Johnson (At Large)	February 2018
Eric Proffitt (Board)	February 2018
Sam Bauer (At Large)	February 2019
Sue Knapp (Board)	February 2019
Fritz Ellett (At Large)	February 2020
Dana Peck (Board)	February 2020
<i>Budget Officer:</i> Sherry Wickert, MCEDD Finance and Operations Manager	

MCEDD FY 2018 BUDGET PROCESS

(July 1, 2017 - June 30, 2018)

1. MCEDD Board approval of Budget Process **February 23**

2. MCEDD Board appoints/reappoints Budget Committee **February 23**

3. Budget Officer prepares Expenditure Estimates: **Feb 27 – March 30**

4. Budget Officer Publishes Notice of Budget Committee Meeting (8-14 days prior, one publication in each county)*(The Dalles Chronicle, Hood River News, Goldendale Sentinel, Skamania Pioneer)*
(Budget documents available for inspection) **March 30**

5. Budget Committee Meets and Approves Budget **April 13**

6. Publish Notice of Public Hearing and Budget Summary (8-14 days prior to hearing, one publication in each county)*(Goldendale Sentinel, The Dalles Chronicle, Hood River News, Skamania Pioneer)* **June 1**

7. MCEDD Board holds Public Hearing (Quarterly MCEDD Board Meeting) **June 15**
 - a.) Adopts budget by Resolution

8. Keep a copy of the budget, notices required and resolution adopting the budget for two years following the end of the fiscal year for which the budget was adopted.

Memorandum

Date: February 14, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: MCEDD Private Sector Board Position: Tech Representative

Overview

The MCEDD Board appoints seven private sector representatives as voting members to the MCEDD Board of Directors. Individuals from regional business sectors on the Board are generally appointed to one year terms that can be renewed at the annual meeting in September.

Eligible persons: “Private Sector Representative” is defined as an individual in a responsible decision making position in a for-profit organization, or that individual’s representative.

Current Vacancy: We have one vacancy currently on the board for our designated technology sector representative. Dana Robison- Miller was initially appointed to the role, but she is no longer eligible to serve in that capacity.

Solicitation: The deadline for submission of interest forms was extended to Friday, February 10, 2017. The notification of the board opening was posted per our usual protocol with notice going to the media, the opening being listed on the MCEDD site, contact being made with past board representatives to request their submission of nominations and direct inquiry going through the Gorge Technology Alliance for distribution and nominations.

Filling the Vacancy: The following individuals submitted interest forms to the MCEDD Board to fill the private sector tech representative position:

- Tom Furey, Sagetech Corporation Chief Operating Officer
- Brian Prange, Hood Tech Corp-Aero Inc (DBA TacAero) Vice President

These candidates have been invited to attend the board meeting. The interest forms and supporting detail they submitted are attached for your review.

Request:

The MCEDD Board is asked to review the candidates for consideration of a single appointment to the Board. The appointee would fulfill the remainder of the open term, which lasts through September 2017.

MCEDD Board of Directors Commitment Form

MCEDD can count on me to help meet the needs of the organization by participating in the following activities:

1. Attending as many regular MCEDD Board meetings as possible, informing the Director when unavoidable conflicts require my absence. Oregon and Washington statutes require a simple majority of members is required before any vote is taken.
 - February 23, 2017, 4:00 p.m., Wasco County
 - March 23, 2017, 4:00 p.m., Klickitat County
 - June 15, 2017, 4:00 p.m., Hood River County
 - September 21, 2017, 4:00 p.m., Klickitat County
 - December 14, 2017, 4:00 p.m., Hood River County
2. Reviewing agenda and supporting materials prior to Board or committee meetings.
3. Participating in Board discussions and voting.
4. Determining and regularly reviewing the organization's mission, purpose and strategic vision.
5. Participating in the preparation of the annual Comprehensive Economic Development Strategy report and prioritization of projects.
6. Selecting, supporting and evaluating the director and honoring the respective roles of Board and staff.
7. Promoting *regional* economic development efforts.
8. Acting as a liaison between the MCEDD Board and the organization or constituency you represent. Informing the Board of economic opportunities or challenges facing your constituency and report Board and/or staff actions back to your represented group.
9. Acting as an ambassador on behalf of MCEDD's mission and goals.
10. Ensuring legal and ethical integrity and maintaining accountability: ensure compliance with federal, state and local regulations and abide by policy to address conflicts of interest.

Signed _____

Date _____

Printed Name: _____

Mid-Columbia Economic Development District Conflict of Interest Statement

The Mid-Columbia Economic Development District is a unit of local government whose Board members, Loan Administration Board members and professional staff are chosen to provide public benefit. These persons have a duty to conduct the affairs of the District in a manner consistent with the mission of the District and not to advance their personal interests. This conflict of interest policy is intended to permit the District and its Board members, Loan Administration Board members, and professional staff to identify, evaluate and address any real, potential or apparent conflict of interest that might, in fact or in appearance, call into question their duty to put the interests of the District ahead of their personal interests.

Covered Persons

This policy applies to the District's Board members, Loan Administration Board members, and professional staff. Each Covered Person shall be required to acknowledge that they have read and are in compliance with this policy.

Covered Transactions

This policy applies to transactions between the District and a Covered Person, or between the District and another party with which the Covered Person has a significant relationship. A Covered Person is considered to have a significant relationship with another party if:

- a) The other party is a family member, including a spouse, parent, sibling, child, stepchild, grandparent, grandchild, great-grandchild, in-law or domestic partner;
- b) The other party is an entity in which the Covered Person has a material financial interest; or
- c) The Covered Person is an officer, director, trustee, partner, consultant or employee of the other party.

A Covered Transaction also includes any other transaction in which there may be an actual or perceived conflict of interest, including any transaction in which the interests of the Covered Person may be seen as competing or at odds with the interests of the District.

Disclosure, Refrain from Influence and Recusal

When a Covered Person becomes aware of a Covered Transaction, the individual has a duty to take the following actions:

- a) Immediately disclose the existence and circumstances of such Covered Transaction to the District's Chair or Executive Director.
- b) Refrain from using their personal influence to encourage the District to enter into the Covered Transaction; and
- c) Physically excuse themselves from any discussions regarding the Covered Transaction except to answer questions, including Board discussions and decisions on the subject.

Standard for Approval of Covered Transactions

The District may enter into a Covered Transaction where

- a) such Transaction does not constitute an act of self-dealing and
- b) the Board determines, acting without the participation or influence of the Covered Person and based on comparable market data, that such transaction is fair and reasonable to the District. The Board shall document the basis for this determination in the minutes of the meeting at which the Covered Transaction is considered, and shall consult with the District's legal advisor as necessary to ensure that the Transaction does not constitute an act of self-dealing.

Lending Activities

The following conflict of interest policy shall apply specifically to MCEDD's direct loan programs:

No personal or private loans may be made by the District to its Board members or their families as provided in ORS 61.170. No member of the Board or their families may be an officer, director or owner of a small business concern receiving financial assistance from the District. Former Board members, Loan Administration Board members and staff are ineligible to apply for or receive loan funds for a period of two years from the date of termination of their services.

**Mid-Columbia Economic Development District
Conflict of Interest Acknowledgment Form**

The Mid-Columbia Economic Development District requires each officer, Board member, Loan Administration Board member and professional staff to review the District's Conflict of Interest Policy and disclose any possible personal, familial or business relationship that reasonably could give rise to a conflict of interest or the appearance of a conflict of interest and to acknowledge by their signature that the individual is acting in accordance with the letter and spirit of the Policy.

1. Please list all entities of which you are an officer, director, trustee, partner or employee and briefly describe your affiliation.

2. Please list all entities in which you have a material financial interest as defined in the Policy with the exception of corporations whose stock is exchanged in a national market.

3. Are you aware of any other relationships, arrangements, transactions or matters which could create a conflict of interest or the appearance of conflict? If so, please describe.

I hereby certify that the information set forth above is true and complete to the best of my knowledge. I have reviewed, and agree to abide by, the District's Policy of Conflict of Interest.

Signature _____ Date _____

Printed Name _____



FINANCIAL SUMMARY

FOR: December 2016

December's balance sheet has differences in current assets and liabilities. MCEDD's operational cash continues to decrease from the usage of its reserved match funds. The trend of higher loan fund cash and lower loans receivable balances persists, due to principal repayments and fewer new loans made in FY17. Accounts Payable (2010) includes expenses for insurance, which were paid in January 2017. Liabilities for health insurance costs reflect the payment made in December for January.

MCEDD's Operations Budget vs. Actual report has notable differences in revenue and expense categories. The variance for Federal (4100) revenue is due to higher billings for several special projects than was budgeted for the timeframe. Total Loan Fund Revenue, excluding the Attainable Housing RLF funds, is below projections by \$7,223.45. Bonds & Insurance (6800) and Other Materials/Services (6900) are above budget due to expenses that are included for FY18. These overages on expenses will be transferred at year-end. With the exception of Event Services (6190) which is over due to categorization of actual expenditures, all other expenses are under budget due to the timing of billings.

Respectfully Submitted,

Sherry Wickert
Finance & Operations Manager

Mid-Columbia Economic Development District

01/25/17

Balance Sheet

Accrual Basis

As of December 31, 2016

	Dec 31, 16	Dec 31, 15
ASSETS		
Current Assets		
Checking/Savings		
1000 · Bank Demand Deposits		
1010 · MCEDD Checking	13,090.91	9,624.34
1015 · MCEDD MM	261,938.95	327,011.07
1020 · IRP		
1021 · IRP - Sherman	80,927.01	154,175.90
1022 · IRP - WA	71,331.53	74,292.02
1020 · IRP - Other	98,752.11	27,709.23
Total 1020 · IRP	251,010.65	256,177.15
1030 · Loan Funds		
1036 · EDA RLFs	197,131.06	42,434.12
1045 · Reg Strat	127,776.13	167,786.75
1050 · RBEG-OR	48,119.40	18,953.12
1055 · RBEG-WA	96,650.74	34,413.50
1057 · RBEG-KL	126,628.49	92,516.92
1067 · CDBG Microenterprises	62,190.80	57,356.89
Total 1030 · Loan Funds	658,496.62	413,461.30
1031 · Housing RLF	2,000,583.79	2,000,595.79
1070 · National Scenic Fund	1,314,053.31	1,267,415.62
Total 1000 · Bank Demand Deposits	4,499,174.23	4,274,285.27
1100 · CDS		
1121 · IRP Reserve	96,031.33	96,031.33
Total 1100 · CDS	96,031.33	96,031.33
1122 · IRP - DDM Product	647,264.07	392,615.34
1196 · OR Telecom Conference	14,179.84	17,343.06
Total Checking/Savings	5,256,649.47	4,780,275.00
Accounts Receivable		
1202 · Accounts Receivable	99,066.15	80,567.27
Total Accounts Receivable	99,066.15	80,567.27
Other Current Assets		
1200 · Receivables & Accruals		
1205 · Accrued Revenue	3,215.00	2,502.00
1227 · Accrued Loan Interest	20,273.33	17,460.39
1229 · Structured Accts Accr'd Int		
1231 · Unrecorded Structured Accr'd Int	-1,756.08	-236.44
1229 · Structured Accts Accr'd Int - Other	8,366.18	5,424.36
Total 1229 · Structured Accts Accr'd Int	6,610.10	5,187.92
Total 1200 · Receivables & Accruals	30,098.43	25,150.31
1300 · Loans Receivable		
1330 · MCEDD Loans Receivable		
1320 · IRP	1,720,782.28	2,056,447.97
1321 · IRP - Sherman	170,382.59	97,402.67
1322 · IRP - WA	249,419.00	247,104.93
1336 · EDA RLFs	495,180.23	625,029.14
1345 · Reg Strat	43,204.08	5,642.50
1350 · RBEG-OR	250,918.67	276,709.58
1355 · RBEG-WA	0.00	61,106.85
1357 · RBEG-KL/SK	0.00	33,430.39

Mid-Columbia Economic Development District

01/25/17

Balance Sheet

Accrual Basis

As of December 31, 2016

	Dec 31, 16	Dec 31, 15
1367 · CDBG Microenterprises	44,885.24	48,079.96
Total 1330 · MCEDD Loans Receivable	2,974,772.09	3,450,953.99
1370 · OIB Loans Receivable	1,550,928.45	1,584,124.82
Total 1300 · Loans Receivable	4,525,700.54	5,035,078.81
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	4,307,857.86	4,793,575.75
Total Current Assets	9,663,573.48	9,654,418.02
TOTAL ASSETS	9,663,573.48	9,654,418.02
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 · A/P General	4,326.80	643.37
Total Accounts Payable	4,326.80	643.37
Other Current Liabilities		
2030 · Accrued Loan Payment	57,471.24	52,471.27
2035 · Accrued Interest Payable	190.24	488.26
2050 · PTO - Accrued	23,098.99	24,497.84
2070 · Health Insurance Payable	-7,863.07	0.00
2080 · Life & Disability Payable	-357.83	0.00
2090 · WC SAIF Ins	-226.84	-314.27
2100 · Payroll Liabilities		
2120 · State Payroll Liabilities		
2115 · OR- SUTA Payroll Liabilities		
2105 · WBF Payroll Assessment	92.07	97.97
2115 · OR- SUTA Payroll Liabilities - Other	123.14	120.71
Total 2115 · OR- SUTA Payroll Liabilities	215.21	218.68
Total 2120 · State Payroll Liabilities	215.21	218.68
Total 2100 · Payroll Liabilities	215.21	218.68
Total Other Current Liabilities	72,527.94	77,361.78
Total Current Liabilities	76,854.74	78,005.15
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	600,226.72	625,806.66
2823 · IRP Loan Payable - Washington	299,967.25	309,906.38
2824 · IRP Loan Payable - Sherman	186,672.31	193,188.09
Total Long Term Liabilities	2,019,191.72	2,118,959.61
Total Liabilities	2,096,046.46	2,196,964.76
Equity		
3100 · Fund Balances	7,572,025.03	7,320,555.07
3110 · Carryforward Balance	-89,619.18	22,692.87
Net Income	85,121.17	114,205.32

1:26 PM

Mid-Columbia Economic Development District

01/25/17

Balance Sheet

Accrual Basis

As of December 31, 2016

	Dec 31, 16	Dec 31, 15
Total Equity	7,567,527.02	7,457,453.26
TOTAL LIABILITIES & EQUITY	<u>9,663,573.48</u>	<u>9,654,418.02</u>

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

	Jul - Dec 16	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Carryover Revenue	426,597.18	302,193.00	124,404.18	141.2%
4100 · Federal	86,703.76	79,713.48	6,990.28	108.8%
4200 · State	14,352.78	32,616.00	-18,263.22	44.0%
4300 · Local Match	7,000.00	7,000.00	0.00	100.0%
4400 · Local Assessment	45,529.00	45,530.00	-1.00	100.0%
4500 · Contract Reimbursement	147,618.67	145,616.48	2,002.19	101.4%
4600 · Loan Interest	122,515.21	139,008.58	-16,493.37	88.1%
4700 · Loan Processing Fees	2,761.49	16,749.98	-13,988.49	16.5%
4705 · Loan Filing Fees	318.16	6,749.88	-6,431.72	4.7%
4710 · Loan Late Fee	5,390.87	1,049.94	4,340.93	513.4%
4750 · Investment Interest	956.59	774.86	181.73	123.5%
4800 · Receipts - Other	1,988.43	3,749.98	-1,761.55	53.0%
4801 · Paypal Registrations	1,435.00	0.00	1,435.00	100.0%
4803 · Sponsor Donations	3,150.00	0.00	3,150.00	100.0%
4934 · In-Kind Revenue	2,630.64	33,641.00	-31,010.36	7.8%
4935 · In Kind - MM	0.00	700.00	-700.00	0.0%
Total Income	868,947.78	815,093.18	53,854.60	106.6%
Gross Profit	868,947.78	815,093.18	53,854.60	106.6%
Expense				
5000 · Wages	228,261.96	234,297.52	-6,035.56	97.4%
5500 · Fringe Benefits	58,129.77	67,787.92	-9,658.15	85.8%
5700 · Payroll Taxes	19,926.26	20,458.56	-532.30	97.4%
6110 · Travel & Conference	5,623.98	15,028.94	-9,404.96	37.4%
6190 · Event Services	1,454.26	950.48	503.78	153.0%
6200 · Equipment	1,913.67	2,250.00	-336.33	85.1%
6300 · Supplies	6,496.40	13,458.06	-6,961.66	48.3%
6400 · Professional Services	27,109.78	37,263.48	-10,153.70	72.8%
6600 · Communications	6,796.49	9,404.96	-2,608.47	72.3%
6700 · Building Costs	8,902.40	9,469.90	-567.50	94.0%
6800 · Bonds & Insurance	4,317.50	3,350.00	967.50	128.9%
6900 · Other Materials & Supplies	5,973.62	5,490.00	483.62	108.8%
9000 · Indirect Spread	0.00	-2,339.94	2,339.94	0.0%
9600 · Transfer to/from Source	6,698.31	0.00	6,698.31	100.0%
Total Expense	381,604.40	416,869.88	-35,265.48	91.5%
Net Ordinary Income	487,343.38	398,223.30	89,120.08	122.4%
Other Income/Expense				
Other Expense				
7400 · Loan Payment	60,703.02	60,702.98	0.04	100.0%
7500 · Carryover to Next Year	336,978.00	336,978.00	0.00	100.0%
7600 · In-Kind Contractual	2,630.64	34,341.00	-31,710.36	7.7%
Total Other Expense	400,311.66	432,021.98	-31,710.32	92.7%
Net Other Income	-400,311.66	-432,021.98	31,710.32	92.7%
Net Income	87,031.72	-33,798.68	120,830.40	-257.5%

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
2017 PIPELINE**

SPECIAL PROJECTS SUMMARY		ANTICIPATED 2017	SUBMITTED	IN PROCESS	TOTAL	CONFIRMED %
	Special Projects - Anticipated Revenue	469,835	-	15,000	484,835	96.91%
	Budgeted Expenses FY 2017 (Excludes In-Kind)	456,438				
	Gap/Surplus	13,397				
PROJ CODE	SPECIAL PROJECTS DETAILS	2017	NOTES			
	ANTICIPATED REVENUE					
517	Klickitat CDBG	4,250	Multi-year project			
518	Cascade Locks CDBG	10,431	Multi-year project			
519	Dallesport CDBG	12,500	Multi-year project			
519	DWD - USDA Grant Administration (Well #3)	9,000	Multi-year project			
521	Specialty Crop Grant	16,824	Multi-year project			
523	Human Services Coordinated Transportation Plan	4,689	Multi-year project			
524	Travel Oregon Wine Country Mkting	1,500	Multi-year project			
525	GTA Wind Challenge	19,200				
526	MCCFL - CDBG	13,000	Multi-year project			
527	City of Antelope - CDBG	12,500	Multi-year project			
528	DWD Wastewater - CDBG	1,200	Multi-year project			
529	Gorge Night Sky	9,500				
530	The Dalles Airport - Flex Space	10,000				
531	AOC HR/Wasco	19,550				
532	New Specialty Crop Grant	32,178	Multi-year project			
548	ColPac	4,600				
549	CL-HR Enterprise Zone	5,000				
551	Urban Renewal	1,000				
554	Sherman Co ED	40,000				
557	GTA Staffing	37,600				
559	Wasco Co EDC	45,000				
560	Oregon Connections	3,650				
570	OEDD Website	700				
571	Mobility Management	75,146	2nd year of 2-year contract			
575	GTA Robotics	5,850				
582	HR EDG	7,000				
585	Commute Options	8,000				
587	HR Drive Less Connect - ODOT	11,071	2nd year of 2-year contract			
596	RBDG - Wine Marketing	8,841				
599	Agora	17,055	Multi-year project			
	TD Wastewater Plant Labor Standards Admin	23,000	Multi-year project			
	TOTAL ANTICIPATED REVENUE	469,835				
	PROPOSALS SUBMITTED					
	TOTAL PROPOSALS SUBMITTED	-				
	IN DEVELOPMENT					
	City of Cascades Locks - USDA Grant Admin	10,000				
	Ford Family Foundation Grant for Tech Assistance	5,000				
	TOTAL IN DEVELOPMENT	15,000				
	DECLINED					
	Wishram CDBG management (PUD)	18,000				
	TOTAL DECLINED	18,000				

Memorandum

Date: January 19, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Deputy Director Position Consideration

Overview

In January the MCEDD Executive Committee discussed details for establishment of a Deputy Director position to address continuity of MCEDD's activities while I am out of the office with the Marshall Memorial Fellowship Transatlantic exchange and to provide for continuity at any other point in the year when I need to be out of the office. The Deputy Director position would allow for promotion of an existing qualified employee, as per our personnel policies. I do not propose adding an additional staff member as MCEDD does not currently have the budget or resource for an additional FTE. Rather, the Deputy Director would continue to fill the role in which they currently serve, with the additional responsibilities of the Deputy Director. In reviewing staff qualifications and capacities, our most senior Project Manager, Jessica Metta (currently part-time), is proposed for the role. The MCEDD Executive Committee reviewed the proposed job description and duties as part of their analysis. While the MCEDD Board has delegated responsibility for developing and revising job descriptions for all employees except the Executive Director, to the Executive Director, given that this is a new role, I sought Executive Committee's input and confirmation on the job description. See the January Executive Committee packet for details on the revised job description.

Deputy Director Salary Scale

In addressing compensation, the Executive Committee recommends the following scale. It utilizes the Project Manager steps but starts on a higher rate for step 1. Thus, step 1 on the proposed Deputy Director scale would be a step 2 on the Project Manager scale. The proposed scale allows us to recognize the additional work and skills required for a Deputy Director while remaining within our budgetary constraints. It retains the structure of 6 steps with a 5% increase between each step. It keeps us in line with the salary comparison review conducted in 2015/16.

Proposed Deputy Director Scale (note: updated from Executive Committee packet which had an error on the scale):

Step 1	Step 2	Step 3	Step 4	Step 5	Step 6
\$54,405	\$57,125	\$59,981	\$62,980	\$66,128	\$69,434

Request

The Executive Committee recommends MCEDD Board action for the following items:

- Approval of the Deputy Director role with relevant compensation scale.
- Addition of the Deputy Director as an authorized signer on MCEDD accounts. The signature authorization form is attached.

SIGNATURE AUTHORIZATION FORM

MCEDD
515 East Second Street
The Dalles, OR 97058

Name of Organization	Date Submitted
Mid-Columbia Economic Development District	February 23, 2017

1. Authorizing Authority

Signature	Print or Type Name	Title
	Jan Brending	<i>Chairperson of the Board</i>
	Ken Bailey	<i>Vice-Chairperson</i>
	Bill Schmitt	<i>Secretary/Treasurer</i>
	Rod Runyon	<i>Executive Committee</i>
	Amanda Hoey	<i>Executive Director</i>

2. Authorized to Sign Contracts/Contract Amendments

Signature	Print or Type Name	Title
	Jan Brending	<i>Chairperson of the Board</i>
	Ken Bailey	<i>Vice-Chairperson</i>
	Bill Schmitt	<i>Secretary/Treasurer</i>
	Rod Runyon	<i>Executive Committee</i>
	Amanda Hoey	<i>Executive Director</i>

3. Authorized to Sign Requests for Reimbursement

Signature	Print or Type Name	Title
	Jan Brending	<i>Chairperson of the Board</i>
	Ken Bailey	<i>Vice-Chairperson</i>
	Bill Schmitt	<i>Secretary/Treasurer</i>
	Rod Runyon	<i>Executive Committee</i>
	Amanda Hoey	<i>Executive Director</i>
	Jessica Metta	<i>Deputy Director</i>

4. Authorized to sign MCEDD Checks

Signature	Print or Type Name	Title
	Jan Brending	<i>Chairperson of the Board</i>
	Ken Bailey	<i>Vice-Chairperson</i>
	Bill Schmitt	<i>Secretary/Treasurer</i>
	Rod Runyon	<i>Executive Committee</i>
	Amanda Hoey	<i>Executive Director</i>
	Jessica Metta	<i>Deputy Director</i>

Memorandum

Date: February 16, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: EDA RLF Plan; Loan Program Policy

Over the course of the past few months, the MCEDD Executive Committee and staff has analyzed the status of the loan programs' revenue and expenses. While inquiries to the program are increasing, an increase in early loan payoffs, as well as a decrease in deals in the pipeline, has created a potential challenge for program sustainability. The Executive Committee asked the Loan Board to analyze our position in the market and to review interest rates, terms, collateral and other factors that may increase the accessibility for borrowers to our programs. Full analysis of options leading to these recommendations (and the brief market review) was provided to the Loan Administration Board and is available upon request from staff.

Recommended Revisions

The Loan Administration Board (LAB) recommends that the MCEDD Board of Directors modify the following elements of our loan policies and plans:

Interest Rates: The LAB recommends increasing the initial interest rate and allowing for an automatic lowering of the rate of an amount between 0.5% to 2.0% following two to four years of full performance on the loan. Timing and amount of rate reduction will be dependent on loan risk profile, performance and staff recommendations at the time of loan approval.

Collateralization: The LAB recommends modifying the collateralization language and exceptions to provide the LAB greater flexibility in approving loans with less than 100% collateralization across all of MCEDD's RLF programs. Plan language would only need to be modified for our EDA funds and would read as follows:

- Align more closely with USDA's plan for the collateral section to read: "A standard 1:1 ratio collateral coverage is generally required. The Loan Administration Board may provide exceptions to this standard due to other mitigating strengths and securities, which may include, but is not exclusive of, a strong third party personal guarantee. An 'abundance of caution' approach will be used. The RLF will secure each loan to the maximum extent possible in the judgment of the Loan Administration Board."
- Add an additional section in the plan similar to USDA's that reads: "The Loan Administration Board may approve loans that include exceptions to the guidelines contained in this RLF plan, but are not allowed to approve loans that do not meet EDA requirements."

Life Insurance: The LAB recommends revising life insurance requirements, increasing the threshold amount of the loan at which the requirement is waived (currently \$25,000 or less).
Note: the MCEDD board would need to determine the revised threshold amount, if approving.

Action

Approve or deny modifications to each of the three policy elements listed above.

Memorandum

Date: February 14, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: Regional Economic Development Strategy Status

Overview

We are working through our major update to the regional economic development strategy and appreciate all of the input gathered thus far that has allowed us to complete the following:

- Data and Demographics Review
- Vision and Goals
- SWOT Analysis

At this point, we are working on finalizing Strategies/Action Plans that were outlined at our regional strategy meeting in Moro and refined on January 26th at a meeting in The Dalles. The initial draft outlines were presented in the overall priority ranking order and are available here:

- Housing: <http://mcedd.org/documents/CEDS/Jan17/Housing.pdf>
- Financial Capital/Entrepreneurial Environment:
http://mcedd.org/documents/CEDS/Jan17/Entrepreneurial_Environment.pdf
- Workforce: <http://mcedd.org/documents/CEDS/Jan17/Workforce.pdf>
- Infrastructure
 - http://mcedd.org/documents/CEDS/Jan17/CEDS_Broadband.pdf
 - http://mcedd.org/documents/CEDS/Jan17/CEDS_Transportation.pdf
 - http://mcedd.org/documents/CEDS/Jan17/CEDS_Water_v2.pdf
- Regulatory Environment:
http://mcedd.org/documents/CEDS/Jan17/CEDS_Regulatory.pdf

Participants reviewed and refined the plans, identified quick wins and drafted the top three priority actions for each goal area. The plans are currently posted with a request for public feedback. Simultaneously, we have solicited priority projects from each County which are presented at this meeting for consideration of regional ranking. One evaluation criteria we have used in the draft ranking is the extent to which the projects tie directly to the priorities expressed in the strategies.

Upcoming Meetings

February 16, 2017 at the Rockford Grange in Hood River. Topic: Measurements. We will present summary outcomes from the last plan and prepare for a conversation on how we will measure success moving forward and hold ourselves accountable to the priority initiatives expressed in the plan.

March 9, 2017 at Insitu in Bingen, Washington. Topic: Resiliency and preparing the final plan. The final plan will be presented for the Board's consideration for adoption in March.

Request

This item is informational to give you an update on status and progress with the regional strategy. It is also an opportunity to provide feedback on the plan elements developed to date.

MEMORANDUM

Date: February 16, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: CEDS Project Prioritization

Overview

Annually, the MCEDD Board, acting as the CEDS Strategy Committee, prioritizes Public Works and Technical Assistance projects for incorporation to the MCEDD CEDS. These are categorized based upon the following characteristics:

- **Connection to CEDS strategies:** Projects tie to the broader regional strategy.
- **Community Ranking** with preference given the projects that are highly ranked by local governing bodies.
- **Economic impact** with preference given to projects with current and future job growth/retention and projects in economically distressed areas.
- **Regional Significance/Impact** with preference given to projects that impact the entire region or a large portion of the region, rather than a single community.
- **Geographic disbursement** with preference to ensure ranking impacts communities across the five-county region.
- **Potential availability of funding sources** with preference given to projects with a higher degree of local match and with avenues for additional funding identified.
- **Readiness to proceed** with preference given to projects ready to start immediately.

Purpose of Project Prioritization

Prioritization of projects is a part of our update for the Comprehensive Economic Development Strategy. The intended purpose is to:

- Inventory and prioritize economic development project needs and regional issues;
- Develop regional consensus on high priorities;
- Develop a tool to promote high priority projects or issues to state/federal funders.

Note: A continued consideration this year is the implication of the USDA Rural Development “Strategic Economic and Community Development” rule. The rule provides a 10% set aside as well as the opportunity to award priority points by the National Office when scoring applications for certain USDA Rural Development programs (Communities Facilities Program, Water and Waste Disposal Program, Business and Industry Guaranteed Loan Program; and Rural Business Development Grant Program). The intent of this provision is to encourage strategic regional development plans and ties right into our CEDS.

Attached are projects submitted for consideration of inclusion and ranking in the regional strategy. These are solicited through our local partners. They are first ranked by our County economic development entities prior to submission to MCEDD. We encourage projects to be listed on the Agora Investment Platform (agora-platform.com) and the Board can find additional information on many of these projects on that site.

Action

As a Board member for MCEDD you also serve as a MCEDD CEDS Strategy Committee member and you are responsible for developing regional priorities for Technical Assistance and Public Works projects. At this meeting you are asked to:

1. Approve projects which will be incorporated into the MCEDD CEDS update. See attached county project listings.
2. Establish regional priorities for incorporation to the Mid-Columbia region's CEDS. Determine the top ten Technical Assistance/Public works projects in Oregon and top ten in Washington. A draft priority ranking is attached as a place to begin discussion. I will emphasize that the attachment is a *draft* prepared through staff review. The Board is expected to have a robust discussion on ranking and move projects around to best reflect regional priorities.

DRAFT Regional Priority Rank (Washington)

<i>Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Reasoning</i>
1	City of White Salmon	<p><u>Slow Sand Filter Water System</u> Currently, the White Salmon water district serves approximately 30% of county residents. A new water system would add capacity to accommodate future growth. Current capacity is 2-3 cubic feet/second and the system will add another 15 cfs.</p>	<p>Would address current constraints and for the foreseeable future, supporting housing (CEDS strategy 1), key industry sector (#2 overall CEDS strategy) and water infrastructure (#4 overall CEDS strategy).</p>
2	Port of Skamania	<p><u>Cascades Business Park</u> Will complete phase 3 of site infrastructure to provide the largest contiguous "shovel ready" industrial development site in Skamania County 32-acre+/- . The Port and City of North Bonneville have completed zoning, master plans and preliminary design for the site. This project is almost complete. As of December 2016, work still to be completed is to (1) secure an easement from the Corps of Engineers to complete the road connecting Coyote Ridge Road to Fort Cascades Drive and (2) install street lights.</p>	<p>Opens development in an otherwise severely land-constrained county. Action opportunity for an item highlighted in the SWOT. Addresses regulatory environment issue (#5 CEDS). Opportunity for regional advocacy to move the project forward.</p>
3	Columbia Gorge Regional Airport	<p><u>Construction of aircraft de-icing area</u> Airport is seeking funding to construct a de-icing area for planes, and to properly dispose of de-icing liquid. This will result in an increase in air traffic, value, and usefulness in winter months.</p>	<p>Key industry sector impact, particularly to healthcare sector- major employer impact. (#2 overall CEDS strategy).</p>
4	Klickitat County	<p><u>John Day Pool Pumped Storage Hydro</u> Resolve brownfield and environmental study issues</p>	<p>Key industry sector impact (#2 overall CEDS strategy) and potential to open huge economic development opportunities regionally.</p>
5	Skamania County	<p><u>EPA Brownfields Community Wide Assessment</u> Complete an inventory and assessment of brownfields in Skamania County, complete ten Phase I and four Phase II assessments along with cleanup and redevelopment planning.</p>	<p>Active funding request with request for ongoing regional support. Addresses redevelopment opportunities.</p>
6	Port of Skamania	<p><u>Stevenson Shoreline</u> This Project will construct a new public access beach to the Columbia River in the City of Stevenson, WA. The design and engineering for this project is complete, but the project owner still needs to secure the Shoreline Critical Areas permit.</p>	<p>Priority for Skamania, but lower on the list until permits are obtained.</p>

7	Klickitat PUD	<p><u>Natural Gas Facility</u> Klickitat Public Utility District is pursuing a \$5 million new facility for its landfill natural gas plant in Roosevelt, WA. The proposed facility would process the raw methane coming from the landfill and allow it to be directly injected into the Williams Pipeline Evergreen line one mile from the site. Landfill gas processed for direct sale receives Federal production tax credits that would, when combined with the sale of both electricity and gas, contribute to the overall financial viability of the project and create multiple jobs both during construction and operation.</p>	Key industry sector impact (#2 overall CEDS strategy).
8	Skamania PUD	<p><u>Stabler Feeder Upgrade</u> The Stabler Feeder Upgrade Project will upgrade 7.9 miles of electrical line to improve electrical service to the Wind River Business Park that is currently undergoing redevelopment.</p>	Serves multiple industries and addresses a pinch point for development of the Wind River Business Park.
9	Port of Klickitat	<p><u>Flex Bldgs (DIP Cornerstone Bldg and Bingen Point Flex Bldg)</u> DIP Cornerstone: Port of Klickitat seeks \$1.8 million of \$3.3 million needed to construct an approximate 20,000 sq. ft. light industrial building at the Port’s Dallesport location. Bingen Point: Port of Klickitat seeks \$1.4 million of \$2.9 million needed to construct a 15,000 sq. ft. flex building at Bingen Point.</p>	Addresses opportunities for key industry sectors (#2 CEDS) and particularly for DIP cornerstone building, creates the “curb appeal” to encourage/spur development in a more economically distressed area.
10	Skamania County	<p><u>Wind River Boat Launch/Dredging Improvements</u> Wind River Boat Launch and Recreation Facility: Replacement of existing boat launch facility with a new facility in a different location, to include a two lane boat ramp with access dock and adjacent transient dock, 100 trailer parking spaces, 25 single-car spaces, public restroom, enclosed dumpster area, ticket dispensing machine/kiosk, security lighting and camera, storm water bioswale, and mitigation including decommissioning of existing facility.</p>	Funding source potentials identified

DRAFT Regional Priority Rank (Oregon)

<i>Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Reasoning</i>
1	Port of Hood River	<p><u>Hood River Interstate Bridge</u> The Port of Hood River is seeking funding to complete the final EIS and preliminary design and engineering for a replacement bridge.</p>	Core transportation connection. Timeliness of ranking due to federal and state approaches. Impact to key industry sectors (#2 overall CEDS strategy).
2	Hood River/Sherman counties	<p><u>Work Force Housing</u> Sherman: A new program to support workforce housing will incentivize construction of new rental units in Sherman County. Hood River: Engage in implementation of activities to support attainable and affordable housing in the County and both cities. Exploration of relocating the City of Hood River and County maintenance facilities to free up prime real estate, as well as land banking as a potential strategy are specific elements</p>	Addressing housing constraints is the #1 overall strategy for the CEDS.
3	City of The Dalles	<p><u>Dog River Pipeline Upgrade</u> The existing Dog River pipeline, which currently transports over 50% of the City's annual water supply, was constructed in the early 20th century. It is a 20-inch diameter 3.5 mile long wooden pipeline. Over the past 100 years, this pipe has deteriorated, is leaking from tree damage, and exhibiting corrosion. Because the pipe is in poor condition, the City plans to replace it in 2017-18 with a new 24-inch diameter ductile iron pipeline. The capacity of the pipeline will increase from 8 to 17 million gallons per day to supply future municipal water demands.</p>	Would address deteriorating infrastructure serving the region's largest city. Project supports housing (CEDS strategy 1), key industry sector (#2 overall CEDS strategy) and water infrastructure (#4 overall CEDS strategy).
4	Biggs Service District Sherman County	<p><u>Water System</u> Design and construction for a municipal water system in Biggs. Currently several wells serve the service district. Work to include the upgrade of two existing wells, drill a new well, new reservoir, pump station, and distribution system. Future development is limited due to the lack of a water system. Fire protection is limited.</p>	Support for economic growth in an area with potential but limited due to infrastructure. Rural equity. Water infrastructure (#4 overall CEDS strategy).

5	Wasco County SWCD	<p><u>Mosier Well Repair</u> Following years of reviewing and collecting data and building computer models, the USGS concluded the cause of Mosier's groundwater declines was primarily due to commingling wells. Well problems impact property values, increase costs for agricultural operations and threaten Mosier's economic stability. This project seeks to repair the co-mingling wells in the area around Mosier.</p>	Long term strategy within the CEDS, with strong leadership. Impact to key industry sector (#2 CEDS) and to water (#4 overall CEDS strategy).
6	Sherman County	<p><u>Fiber Project</u> Provide wireless internet from Rufus to Wasco. This is the next phase of the fiber project.</p>	Address rural-urban divide. Enhance broadband (#4 overall CEDS strategy). Leverages other investments.
7	City of Mosier/ Mosier Fire District	<p><u>Joint Fire Hall/City Hall Development</u> The City of Mosier and Mosier Fire District have partnered to explore opportunities to locate a joint City Hall and Fire Hall in downtown Mosier, a project that would not only serve the facility needs of growing community but would spur development in the commercial center. A feasibility study is currently underway.</p>	Highest Wasco County priority and potential engagement with other parties in funding. Critical to support Mosier.
8	South Sherman Fire and Rescue	<p><u>New Fire Hall</u> The current fire hall shares a space with the Grass Valley City Hall. The fire department has long outgrown this space to store and maintain equipment and secure patient files and drugs for the EMS which is required for HPPA and state standards. The fire department also needs space for training the volunteers.</p>	Potential CDBG application. Regional support to assist in moving the project to funding.
9	Port of Cascade Locks	<p><u>Bridge of the Gods Maintenance</u> Complete 15 year package for maintenance and preservation of the Bridge.</p>	Core transportation mechanism and support for economically distressed community. Transportation focused (#4 overall CEDS strategy).
10	ODOT	<p><u>Historic Columbia River Highway State Trail</u> Extend the HCRH State Trail east from Viento State Park to Perham Creek and east from Mitchell Point East to the City of Hood River. The engineering phase is funded through FLAP.</p>	Regional transportation connection, completing connector pieces (#4 overall CEDS strategy).

Klickitat County 2017 Priority Projects

<i>Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Total Cost</i>
1 (TA)	City of White Salmon	<u>Slow Sand Filter Water System</u> Currently, the White Salmon water district serves approximately 30% of county residents. A new water system would add capacity to accommodate future growth. Current capacity is 2-3 cubic feet/second and the system will add another 15 cfs.	\$8.5M
1 (PW)	Columbia Gorge Regional Airport	<u>Construction of aircraft de-icing area</u> Airport is seeking funding to construct a de-icing area for planes, and to properly dispose of de-icing liquid. This will result in an increase in air traffic, value, and usefulness in winter months.	\$400,000
2 (TA)	Port of Hood River	<u>Hood River Interstate Bridge</u> The Port of Hood River is seeking funding to complete the final EIS and preliminary design and engineering for a replacement bridge.	\$5.05M to \$8.417M
2 (PW)	Klickitat County	<u>Peterson Street Improvement</u> Klickitat County is seeking funding to help construct a paved road to mitigate safety/traffic issues related to the transportation of farm-to-market goods.	\$1.2M
3 (TA)	Klickitat County	<u>John Day Pool Pumped Storage Hydro</u> Resolve brownfield and environmental study issues	\$1.1M
3 (PW)	Port of Klickitat	<u>Bingen Point Flex Building</u> Port of Klickitat seeks \$1.4 million of \$2.9 million needed to construct a 15,000 sq. ft. flex building at Bingen Point.	2.9M
4 (TA)	Fire District #6	<u>Fire District #6 Fire Station</u> The Dallesport Fire Dept. is seeking help in locating funds for a new fire station to be located at the Columbia Gorge Regional Airport business development.	\$2 M
4 (PW)	Columbia Gorge Regional Airport	<u>Production Facility</u> Airport seeks to build, then lease, a 20,000 sq. ft. facility to house production for a business expansion in the airport business park.	\$1.2M
5 (TA)	Columbia Gorge Regional Airport	<u>Airport Terminal Building Design</u> Klickitat County is seeking funding for design/engineering as the first phase in development of a modern facility to replace the aging Columbia Gorge Regional Airport Terminal Building in Dallesport, WA.	\$150,000
5 (PW)	Port of Klickitat	<u>DIP Cornerstone Building</u> Port of Klickitat seeks \$1.8 million of \$3.3 million needed to construct an approximate 20,000 sq. ft. light industrial building at the Port's Dallesport location.	\$3.3M

6 (TA)	Klickitat County	<u>Broadband</u> Broadband access is critical to business development in Klickitat County. Working with communities, local ISP's, County staff, and MCEDD, Klickitat County seeks to identify and implement opportunities to improve access in communities throughout the County.	\$100,000
7 (TA)	City of White Salmon	<u>Community Pool</u> Replacement of current 83 yr. old pool	\$3 M
7 (PW)	Columbia Gorge Regional Airport	<u>Runway Lengthening Project</u> Airport seeks \$4 million to lengthen existing primary runway to 5,500 ft. to accommodate increased volume of larger aircraft.	\$4M
8 (PW)	City of Bingen	<u>Bingen Community Center</u> City of Bingen seeks to build a locally prioritized community center facility adjacent to Daubenspeck Park.	\$4M
9 (PW)	Port of Klickitat	<u>Maple Street Project</u> Construct street and public utility improvements for targeted properties at Bingen Point Business Park.	\$1.8M

Additional Project Submission

Project was received following County prioritization process. It has been discussed with County staff and is proposed for inclusion on the regional list.

	Klickitat PUD	<u>Natural Gas Facility</u> Klickitat Public Utility District is pursuing a \$5 million new facility for its landfill natural gas plant in Roosevelt, WA. The proposed facility would process the raw methane coming from the landfill and allow it to be directly injected into the Williams Pipeline Evergreen line one mile from the site. Landfill gas processed for direct sale receives Federal production tax credits that would, when combined with the sale of both electricity and gas, contribute to the overall financial viability of the project and create multiple jobs both during construction and operation.	\$5M
--	----------------------	---	------

Skamania County 2017 Priority Projects
(Prioritized by the Skamania EDC's Community Action Team)

Rank	Sponsor	Project	Total Cost
1	Port of Skamania	<u>Cascades Business Park</u> Will complete phase 3 of site infrastructure to provide the largest contiguous "shovel ready" industrial development site in Skamania County 32-acre+/- . The Port and City of North Bonneville have completed zoning, master plans and preliminary design for the site. This project is almost complete. As of December 2016, work still to be completed is to (1) secure an easement from the Corps of Engineers to complete the road connecting Coyote Ridge Road to Fort Cascades Drive and (2) install street lights.	\$1.03M
2	Port of Skamania	<u>Stevenson Shoreline</u> This Project will construct a new public access beach to the Columbia River in the City of Stevenson, WA. The design and engineering for this project is complete, but the project owners still needs to secure the Shoreline Critical Areas permit.	\$708K-1M
3	Skamania PUD	<u>Stabler Feeder Upgrade</u> The Stabler Feeder Upgrade Project will upgrade 7.9 miles of electrical line to improve electrical service to the Wind River Business Park that is currently undergoing redevelopment.	\$1.55M
4	Skamania County	<u>Wind River Boat Launch/Dredging Improvements</u> Wind River Boat Launch and Recreation Facility: Replacement of existing boat launch facility with a new facility in a different location, to include a two lane boat ramp with access dock and adjacent transient dock, 100 trailer parking spaces, 25 single-car spaces, public restroom, enclosed dumpster area, ticket dispensing machine/kiosk, security lighting and camera, storm water bioswale, and mitigation including decommissioning of existing facility.	\$2M
5	Skamania County	<u>EPA Brownfields Community Wide Assessment</u> Complete an inventory and assessment of brownfields in Skamania County, complete ten Phase I and four Phase II assessments along with cleanup and redevelopment planning.	\$300K
6	Skamania EDC	<u>Stevenson Park Plaza</u> Develop town plaza in the existing courthouse lawn. Three concept designs have been developed and are currently available for community feedback.	\$5M
7	City of Stevenson	<u>Fire Station</u> New Fire Station for City of Stevenson/Fire District 2 (shared facility). Project is in the feasibility stage.	\$2-4M
8	City of Stevenson	<u>Russell Avenue</u> The project involves rehabilitation of water, sewer, and storm water lines. It also includes undergrounding of power and communication lines, sidewalk rehabilitation, paving the entire street, new street lights and landscaping.	\$1-3.15M

9	Port of Skamania	<p><u>Wind River Business Park Water and Wastewater</u></p> <p>The Wind River Business Park is one of just three industrial parks in Skamania County and contains approximately 300 acres of developable land. The Port needs to construct and upgrade the current water system to meet business needs. Multi-phase project involves installation of a pump within Well #1, a pump house, a chlorine based disinfection system, and approximately 1,200 feet of water transmission mainline. This mainline will serve current and future water users within Wind River Business Park. At this time the transmission line will not connect to any other water system or mainlines within the Business Park nor will it connect to a reservoir.</p>	\$1-1.2M
10	City of Stevenson	<p><u>Pumper Truck</u></p> <p>New fire truck for City of Stevenson. The City has just one operational Fire Truck, thus has a critical need for a second fire engine or pumper truck.</p>	\$600K

Hood River County 2017 Priority Projects

Note: The proposed draft ranking as recommended below by the Hood River Economic Development Group will be presented to Hood River Board of Commissioners on February 21, 2017. Therefore, the final County ranking may change prior to the MCEDD Board meeting.

<i>Draft Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Total Cost</i>
1	Port of Hood River	<u>Hood River Interstate Bridge</u> The Port of Hood River is seeking funding to complete the final EIS and preliminary design and engineering for a replacement bridge.	\$5.05M to \$8.417M
2	Hood River County	<u>Hood River County Workforce Housing</u> Engage in implementation of activities to support attainable and affordable housing in the County and both cities. Exploration of relocating the City of Hood River and County maintenance facilities to free up prime real estate, as well as land banking as a potential strategy are specific elements.	---
3	Port of Cascade Locks	<u>Bridge of the Gods Maintenance</u> Complete 15 year package for maintenance and preservation of the Bridge.	\$57M
4	City of Cascade Locks	<u>Cascade Locks Truck Route Improvements</u> Upgrade the Frontage Road in Cascade Locks to improve access to the Cascade Locks Industrial Complex from the Cascade Locks Port of Entry.	\$20M or more
5	City of Hood River	<u>Signalization of Oak and 2nd Intersection</u> Construct traffic signal at the intersection of 2 nd Street and Oak Street.	\$750K
6	Port of Cascade Locks	<u>Cascade Locks Airport Feasibility Analysis</u> Analysis of uses of the state-owned airfield in Cascade Locks.	\$50K
7	Crystal Springs Water District	<u>Crystal Springs Water District Reservoir and Distribution</u> Develop an additional reservoir and provide significant distribution system replacement.	---
8	Port of Hood River	<u>Lower Hanel Mill Site Development</u> Provide off-site water line expansion and extension to supply adequate fire flow. Serves re-development of the 12-acre Port site. Total cost	\$1M
9	Port of Cascade Locks	<u>Marine Park Overcrossing</u> Complete the overcrossing to provide bike and pedestrian access via a bridge over UP railroad tracks.	\$4M
10	City of Hood River	<u>Cascade and Mount Adams Intersection</u> Signalization or roundabout at Cascade and Mt Adams. The City is requesting assessment and evaluation of the best option in order to proceed to construction.	\$4M

Attachment:
Additional projects submitted for consideration of ranking

The following projects were also submitted for consideration of ranking and are presented in no particular order.

Project Name/ Sponsor	Description
Water Storage Infrastructure (Hood River County)	Increasing reservoir storage volume in the Basin would allow winter and spring runoff to be held over until irrigation season when natural streamflow is the lowest and water use is the greatest. The Hood River Basin Study determined the most cost-effective (\$ per acre-foot of storage) new or expanded storage in the Basin. Work with irrigation districts to determine feasibility of specific projects and implement most cost effective solutions.
Kingsley Reservoir Campground Replacement/ Construction (Hood River County)	An aspect of the Kingsley Reservoir expansion is replacing the existing campground. In light of existing demand, an initial concept is to design and develop a new campground with a compliment of facilities necessary to support the popularity and variety of use at the site.
County Campground Septic System Repair (Hood River County)	Septic systems at two county owned and operated parks need to be completely replaced. Specifically, the septic systems at Tucker and Toll Bridge parks. These parks serve as important travelers' accommodations and experience high-visitation and overnight use throughout their seasons.
Country Club Shoulder Bikeway (Hood River County)	This project is the highest priority project in the County's bike plan and addresses bike/ped needs along a major collector road. Improvements would enhance safety and support a route that is popular for recreational and commuting bicyclists. This project is important given its impact to transportation, recreation and economic development.
I-84 Hood River Interchange: Exit 63 2nd Street/I-84 ramp (ODOT)	Construct second westbound left turn lane (200' ft) of storage and extend right turn storage lane down ramp (125 ft. storage). This will include bridge widening that will add an additional southbound through lane. Extend off ramp a minimum of 200 feet and extend right turn lane further down ramp (250' of storage).
Hood River IAMP Improvements (ODOT)	Install Queue detection devices connected to TMOC. Staff may then activate variable message signs (VMS) warning approaching drivers of traffic congestion ahead.
HCRH State Trail (ODOT)	Extend the HCRH State Trail east from Viento State Park to Perham Creek and east from Mitchell Point East to the City of Hood River. The engineering phase is funded through FLAP.
Transportation Improvements (City of Cascade Locks)	WaNaPa Reconstruction, Gravel Pit Road Rebuild, Herman Creek Lane Rebuild, Build Atwell Lane
Cascade Locks Substation and Distribution System (City of Cascade Locks)	The City of Cascade Locks is on the brink of rapid expansion in the Port of Cascade Locks Industrial Park. The City is able to provide the power for the first few new industrial customers. For the longer term the City needs to purchase the existing Bonneville Power Administration (BPA) substation and expand it to provide the power needs for 2017 and beyond.

<p>Port of Hood River Water Infrastructure</p>	<p>The Port of Hood River obtained Site Certification for an 11.8-acre parcel ("Lot 1") on the Hood River Waterfront in April 2012. This is the largest remaining area of light industrial zoning in the City of Hood River. It is directly on the waterfront and currently the "gateway" to an internationally recognized recreational area. Certification elevated Lot 1 to shovel-ready status in the State of Oregon's property inventory. Construction of infrastructure - specifically, water, sewer, and public streets - is necessary to prepare the site for industrial development to meet job creation and economic development goals.</p>
<p>Business Park Infrastructure and Access Improvements (Port of Cascade Locks)</p>	<p>The Port of Cascade Locks invested \$1.1M to engineer and construct NE Columbia Gorge Way - a new road with utilities to serve a recent industrial subdivision in the Port's Business Park. There are just a few remaining pieces to make the cul-de-sac properties truly "shovel ready" for development</p>
<p>Rand Road (City of Hood River)</p>	<p>Rand Road Sidewalk and Bike Lane (no further project description).</p>
<p>May St 12th/13th (City of Hood River)</p>	<p>Intersection, ped, bike and traffic improvements and signal for May St 12th/13th (Providence Hospital area).</p>
<p>Extension of Mt Adams to May St (City of Hood River)</p>	<p>Extension of Mt Adams to May St (no further project description).</p>
<p>Roundabout Belmont (City of Hood River)</p>	<p>Roundabout Belmont/ 12th and 13th (no further project description).</p>

Sherman County 2017 Priority Projects

<i>Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Total Cost</i>
1 (PW)	Biggs Service District Sherman County	<u>Water System</u> Design and construction for a municipal water system in Biggs. Currently several wells serve the service district. Work to include the upgrade of two existing wells, drill a new well, new reservoir, pump station, and distribution system. Future development is limited due to the lack of a water system. Fire protection is limited.	\$2.112M
2 (PW)	Sherman County	<u>Work Force Housing</u> A new program to support workforce housing will incentivize construction of new rental units in Sherman County.	\$1.2M
3 (PW)	Sherman County	<u>Fiber Project</u> Provide wireless internet from Rufus to Wasco. This is the next phase of the fiber project.	\$1.48M
4 (PW)	South Sherman Fire and Rescue	<u>New Fire Hall</u> The current fire hall shares a space with the Grass Valley City Hall. The fire department has long outgrown this space to store and maintain equipment and secure patient files and drugs for the EMS which is required for HPPA and state standards. The fire department also needs space for training the volunteers.	\$1.2M
5 (PW)	Kent Service District	<u>Kent Well</u> The district retained a consultant to do a water analysis on the current water system. This would include how many people the well can serve and how much a new well will cost.	---
6 (PW)	Sherman County	<u>911 Call Center</u> Sherman County is exploring the idea of establishing a 911 call center in Rufus.	\$500K
7 (PW)	City of Wasco	<u>Streetscape Design</u> The City of Wasco will be focusing on three downtown blocks in this beginning phase of the Streetscape Plan that will include installation of sidewalks, curbs, decorative street lights, and irrigation lines.	\$450K
1 (TA)	Fair Board	<u>Event Center</u> The fair board is researching the concept of a multipurpose event center to replace several aging barns and current show arena. The building could be utilized year round to host events at the county fairgrounds. Current barns need substantial repairs to them. Rather than putting money towards aging structures that have outlived their usefulness, the board feels it is time to upgrade the facilities for future long range planning and make the fairgrounds more viable.	\$2M

2 (TA)	Sherman County	<u>Giles French Park</u> Sherman County is interested to develop the park into an overnight RV Park. The site is currently a day use only park for fisherman and other outdoor enthusiasts and is used frequently. There are currently no developed sites and has only one restroom.	\$11.8M
3	Sherman County	<u>Truck Rest Stop</u> The county would like to propose a rest/truck stop near the unincorporated area of Kent. ODOT has expressed an interest in putting one in either near Shaniko or Kent. The county would like to encourage them to put it near Kent. The proposal could help boost the Kent area for possible economic development.	-----
4	City of Moro	<u>Splash Pad</u> The City is exploring the idea of a splash pad in or near the Moro City Park.	\$100K
5	City of Grass Valley	<u>City Beautification Project</u> The City is focused on Park upgrades, historical walking trails and other public upgrades. They are still in the early phases of this project. The city was part of the downtown improvement plan the county supported.	-----

Additional projects submitted

<i>Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Total Cost</i>
N/A	City of Moro	<u>City Street Surfacing and Base Repairs Program</u> The City Council continues to make resurfacing the streets a priority. The first step is stock piling gravel. The second step is securing enough oil to lay down the gravel. This resurfacing also includes all gravel roads in and around the City limits. The small city allotment grant through ODOT was denied. Project is on hold.	\$80K
N/A	City of Wasco	<u>Collection System Replacement</u> The City plans to replace the City's sewer collection system by implementing a phased improvement project, with line replacement to be constructed within a 10-year timeframe. 60,000 of the SIP funds will be allocated toward this project yearly.	\$80K- total project cost per phase
N/A	City of Rufus	<u>Well #1 Rehab</u> Plan includes rebuilding the well house with updated wiring and add a metered chlorine system that will allow the use of this Well during peak season.	\$150K
N/A	City of Moro	<u>Moro Downtown Master Plan</u> The master plan includes new North and South Gateways, Streetscape Enhancements, Pocket Park, Hotel Exterior Renovations, Moro Café Building Façade Renovations, Huskey Market Park-side Façade.	\$355K

Wasco County 2017 Priority Projects

<i>Rank</i>	<i>Sponsor</i>	<i>Project</i>	<i>Total Cost</i>
1	City of Mosier/ Mosier Fire District	<p><u>Joint Fire Hall/City Hall Development</u> The City of Mosier and Mosier Fire District have partnered to explore opportunities to locate a joint City Hall and Fire Hall in downtown Mosier, a project that would not only serve the facility needs of growing community but would spur development in the commercial center. A feasibility study is currently underway.</p>	\$5.5 to \$7 million
2	City of The Dalles	<p><u>Dog River Pipeline Upgrade</u> The existing Dog River pipeline, which currently transports over 50% of the City’s annual water supply, was constructed in the early 20th century. It is a 20-inch diameter 3.5 mile long wooden pipeline. Over the past 100 years, this pipe has deteriorated, is leaking from tree damage, and exhibiting corrosion. Because the pipe is in poor condition, the City plans to replace it in 2017-18 with a new 24-inch diameter ductile iron pipeline. The capacity of the pipeline will increase from 8 to 17 million gallons per day to supply future municipal water demands.</p>	\$8 million
3	Wasco County SWCD	<p><u>Mosier Well Repair</u> Following years of reviewing and collecting data and building computer models, the USGS concluded the cause of Mosier’s groundwater declines was primarily due to commingling wells. Well problems impact property values, increase costs for agricultural operations and threaten Mosier’s economic stability. This project seeks to repair the co-mingling wells in the area around Mosier.</p>	\$3 million
4	City of The Dalles	<p><u>Urban Growth Boundary Expansion</u> The City of The Dalles is conducting periodic review as required by state law. The Dalles is exploring other lands that can be used for industrial purposes that are not constrained by the existence of vernal pools and wetlands. The City and the Community Outreach Team are working with DLCD, the Gorge Commission, and Congressional and Legislative partners to identify a path forward for urban area adjustments in the Scenic Area.</p>	\$100,000
5	Mid-Columbia Medical Center	<p><u>MCMC Hospital Expansion</u> Mid-Columbia Medical Center has embarked on a \$55 million expansion and modernization project. The current hospital was built in several stages, the original structure was constructed in 1959 and the newest addition was in the 1990’s. It is currently 111,000 gross square feet. It is not able to accommodate changes in technology and new code requirements, nor is it large enough to accommodate future growth. The solution is to add an 113,000 gross square foot patient tower that will enhance and transform care in the Mid-Columbia region. The Emergency Department and Diagnostic Imaging Department will also be updated and expanded. During construction, 125 craft workers and a total of 500 will be employed to work on the project.</p>	\$5 million of \$55 million project

6	South Wasco Park and Recreation District	<p><u>Pine Hollow Boat Ramp Restoration</u> The South Wasco Park and Recreation District has undertaken the project to replace the existing Pine Hollow Reservoir north boat ramp and develop the parking, restroom facilities and adjacent park area for use by the public. The existing boat ramp has been condemned by Wasco County and the Badger Improvement District and closed for several years. This limits recreational access to the lake for boating, swimming and fishing. It serves not only the South Wasco County area, but attracts large numbers of visitors from many Northwest cities and counties.</p>	\$375,000
7	Deschutes Rim Clinic Fdtn	<p><u>Clinic Expansion Feasibility Study & District Strategic Plan</u> The Deschutes Rim Health Clinic is in dire need of expansion. Their service provision has grown in response to needs in South Wasco County, but without expansion of their physical clinic space they are unable to truly meet those needs. In order to support this expansion, the Foundation and the White River Health District (DBA Deschutes Rim Health Clinic) are working to develop a strategic plan and conduct a feasibility study focused on clinic expansion. This will lay the needed foundation to conduct a capital campaign to expand the clinic in the coming years.</p>	\$30,000
8	City of Maupin/ South Wasco Co Library	<p><u>South Wasco County Library and Civic Center</u> Planning, design, and fundraising are underway to support construction of a new, larger, state-of-the-art public library and civic center including City Hall offices and community meeting/gathering facilities. Over \$125K has been raised locally from over 300+ donors in South Wasco County. Initial architectural and engineering work is underway currently.</p>	\$1.22 million
9	Wamic Water & Sanitary District	<p><u>Wamic Water System Update and Reservoir Replacement</u> The Wamic Water and Sanitary Authority currently has an old system that is being replaced pipe by pipe with repairs. They also have a holding pond that stores approximately 16,000 gallons of potable water. If there is a fire incident, this is not enough water to support the system and fight the fire. As a result, resident's fire insurance rates are incredibly high. To address this situation, the WW&SA is looking to update the distribution system and build a bigger reservoir. They are currently working through a system assessment study in order to determine the best approach to moving this project forward. This study will be completed this year.</p>	\$2 million
10	City of Mosier	<p><u>Well #5 Development and Eastside System Upgrades</u> The City of Mosier completed a Water System Assessment during 2016 which identified several projects. The City is seeking funding for two of the identified projects together.</p> <ul style="list-style-type: none"> • East Side System Improvements: This project involves the replacement of the Eastside booster pump station and the Eastside Telemetry system. These two facilities are critical to maintaining water supply to the entire east side of Mosier. • Well #5: Currently relying on only one well for all of its supply needs, the City of Mosier is extremely vulnerable to water outages. The City is growing rapidly with over 40 new lots available for development. A new well is the City of Mosier's highest infrastructure priority. 	\$1.25 million

MEMORANDUM

Date: February 16, 2017
To: MCEDD Board of Directors
From: Amanda Hoey, Executive Director
Re: CRGC Management Plan

The MCEDD Executive Committee discussed extending an invitation to staff for the Columbia River Gorge Commission to attend a MCEDD Board meeting and engage in a conversation about the upcoming Management Plan update for the National Scenic Area, which impacts portions of four of MCEDD's five counties. The Commission is in the scoping stages and thus the MCEDD Board has an opportunity to identify general and specific issues that our members would advocate to have addressed in the update.

The Executive Committee discussed having a common voice on one particular element: incorporating a mechanism that allows a more "living" and dynamic document by integrating to the existing regional economic development strategy (CEDs), which is updated continually. The Committee wanted to have further discussion on issues of importance for our members. MCEDD staff will provide additional review at the meeting. Attached is a timeline and FAQ document provided by the Gorge Commission staff to give a grounding in the process. Given the limited time on the agenda, we want to spend the bulk of the time in conversation, providing input. The current Management Plan is available online at:

http://www.gorgecommission.org/images/uploads/pdfs/Management_Plan_as_amended_through_Sept_1_2011.pdf

Request

Discuss and provide input.

COLUMBIA RIVER GORGE NATIONAL SCENIC AREA MANAGEMENT PLAN REVIEW

Frequently Asked Questions (FAQs)

Last revised: 11/14/2016

What is Plan Review?

The Columbia River Gorge National Scenic Area (NSA) was established by Congress in 1986. Covering 292,000 acres and 85 miles of the Columbia River in Oregon and Washington, the National Scenic Area is managed jointly by the Columbia River Gorge Commission and the U.S. Forest Service. The purpose of the Columbia River Gorge National Scenic Area Act (Act) is to protect and enhance the natural, cultural, scenic and recreation resources of the NSA, and to protect and support the economy of the Columbia River Gorge area. In accordance with the Act, the Columbia River Gorge Commission and U.S. Forest Service adopted a National Scenic Area Management Plan in 1991 to guide land use in the Columbia River Gorge National Scenic Area. Section 6(g) of the National Scenic Area Act states:

“No sooner than five years after adoption of the management plan, but at least every ten years, the Commission shall review the management plan to determine whether it should be revised. The Commission shall submit any revised management plan to the Secretary (of Agriculture) for review and concurrence, in accordance with the provisions of this section for adoption of the management plan.”

In 2001, ten years after adopting the original Management Plan, the Commission and U.S. Forest Service initiated their first plan review, and in 2004 adopted a number of revisions to the Plan. Although the next review was to begin in 2014, budget cuts and reduced staffing at the Gorge Commission delayed the launch of the next 10-year review. Although the staffing and budget have not recovered to 2001 levels, the Commission decided to launch the Management Plan review and scoping process in November 2016 and will invite additional assistance from Gorge-wide partners.

Plan review is divided into two basic components:

1) Review - consists of a comprehensive scoping process to identify important issues facing the National Scenic Area and analyzing data related to those issues, with the result being a decision as to whether the Management Plan needs any changes or if the Management Plan adequately addresses those issues.

2) Revision - consists of the actual changes that should be made to the Management Plan to address those important issues.

Why are the Commission and the U.S. Forest Service both doing Plan Review?

The National Scenic Area Act directed the Gorge Commission to develop guidelines for the General Management Area (GMA), and the U.S. Forest Service to develop guidelines for the Special Management Area (SMA). The Commission and U.S. Forest Service worked jointly to develop the original Management Plan in 1991 and to revise the Plan in 2004, and will work together in this current Plan Review. Comments on Plan Review topics should be addressed to the Commission and we will then jointly review those with the U.S. Forest Service.

What are the Standards that the Management Plan must meet?

The Columbia River Gorge National Scenic Area Act sets forth the following requirements that the Columbia Gorge Commission must satisfy when revising the Management Plan:

- (1) Protect and enhance agricultural lands for agricultural uses;
- (2) Protect and enhance forest lands for forest uses;
- (3) Protect and enhance open spaces;
- (4) Protect and enhance public and private recreation resources and educational and interpretive facilities and opportunities;
- (5) Prohibit major development actions in special management areas;
- (6) Prohibit industrial development in the scenic area outside urban areas;
- (7) Require that commercial development outside urban areas take place without adversely affecting the scenic, cultural, recreation, or natural resources of the scenic area;
- (8) Require that residential development outside urban areas take place without adversely affecting the scenic, cultural, recreation, and natural resources of the scenic area; and
- (9) Require that mining operations, and the reclamation of mined lands, take place without adversely affecting the scenic, cultural, recreation and natural resources of the scenic area

To meet these standards, the current Management Plan draws from elements of Oregon and Washington land use planning and law, elements of federal forest management, and unique elements that the Commission and U.S. Forest Service developed specifically to address situations in the National Scenic Area.

What is the Schedule for Plan Review?

Starting in November 2016 and concluding in June 2017, the Commission, with public input, will be reviewing the existing Columbia River Gorge Management Plan and discussing which issues will need to be addressed. After the Commission and the U.S. Forest Service have identified which issues should be addressed in the revision process, the Commission and its staff, together with the U.S. Forest Service, will analyze and make decisions on overall goals and objectives that need revision and then craft specific policy proposals to implement those goals and objectives. The



Commission and U.S. Forest Service expect to finish any needed revisions and complete the plan by June 2019.

How do I get Information About Plan Review?

The Commission maintains an email mailing list for persons interested in the activities of the Commission. If you would like to be on our mailing list, please send a note to planreview@gorgecommission.org. The Commission will use the mailing list to alert the public about upcoming meetings, new reports and other documents, and opportunities for comment and other involvement.

The Commission staff is also constructing a page on our web site (www.gorgecommission.org) devoted to Plan Review, which will provide current information on upcoming meetings and key documents, and invite public comment on currently discussed and studied aspects of the Management Plan.

How do I get Involved?

Public input is integral to our process! The Management Plan review and revision process is designed around ensuring that stakeholders in the Gorge can provide input to the Commission and U.S. Forest Service. The Commission and U.S. Forest Service will engage the four Treaty Tribes in a Government to Government consultation process. The following are opportunities for the public, agencies, stakeholders, and interested entities to get involved:

- Scoping Meetings with Key Partner Agencies – December 2016-February 2017. The Commission and U.S. Forest Service will schedule public meetings with the county commissions, city councils, community councils, and meetings of the Tribal Councils of the four Treaty Tribes in the National Scenic Area to discuss the Plan Review and hear specific concerns and issues for the Commission to consider when revising the Management Plan.
- Public Scoping Meetings – January-February 2017. The Commission and U.S. Forest Service will host three public scoping meetings. These meetings will be in the west, central, and east portions of the National Scenic Area. At these meetings, the Commission will ask the public to identify the issues that should be addressed in the Management Plan revision and request information on why those issues are important.
- Staff Workshops – The Commission staff will hold public workshops to discuss progress over the next year and to seek specific recommendations for resolving the issues that the Commission has decided to address. The staffs will have draft reports and will share them with the workshop participants in advance of the workshops. These workshops will be roundtable in nature and may be multiple days each. The Commission will provide more detailed information about these workshops closer to their scheduled dates.



- **Commission Workshops** – In each phase, the Commission will host a midpoint and a final workshop. At the midpoints, the Commission will review the status of the staff work to date, invite public comment, and provide guidance. At the final workshops in each phase, the Commission will review the complete draft products from the staff, invite public comment and adopt final products. If necessary, the final workshops will extend to two or three Commission meetings to allow time for staff to respond to Commission guidance before the Commission approves the product for the phase. The Area Manager for the U.S. Forest Service will attend select midpoint and final workshops in each phases to participate in discussion and hear comments about special management area provisions.
- **Commission Approval** – The last step in revising the Management Plan is the Commission’s final approval of the revised Management Plan. The Commission will incorporate U.S. Forest Service’s revisions for the SMA. The goal is to complete the “Gorge 2020” Management Plan by June 2019.

How do I Submit Comments?

Anyone can submit written comments by email to planreview@gorgecommission.org or by filling out a form on our website (www.gorgecommission.org). You may provide oral comments by attending a Commission meeting or a Plan Review workshop which will be scheduled in various communities within the Gorge from November 2016 through June 2017.

What Happens after the Commission Adopts the Revisions?

After the Gorge Commission adopts the revisions, it will send the revisions to the U.S. Secretary of Agriculture for concurrence that the revisions comply with the standards in the National Scenic Area Act. After concurrence, counties will have 270 days in which to enact the revisions into their land use ordinances.

*We look forward to your engagement in Plan Review and your help in identifying areas for improvement to create the **Gorge 2020 Management Plan**.*

For more information about Plan Review, please contact:

Jessica Gist at the Columbia River Gorge Commission (509)493-3323 x 228,

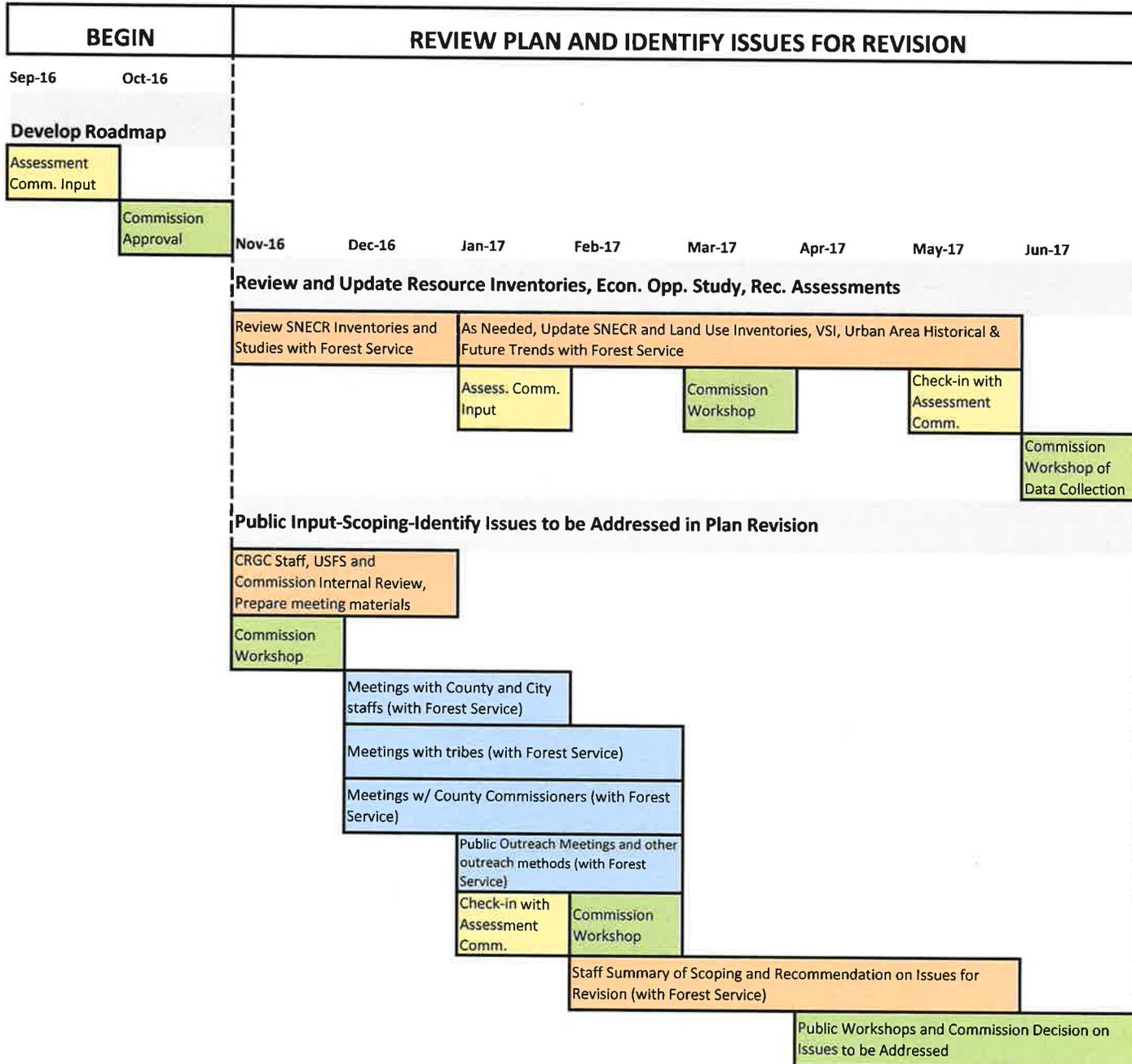
Jessica.gist@gorgecommission.org

Robin Shoal at the U.S. Forest Service (541) 308-1700, ***rshoal@fs.fed.us***

Columbia River Gorge Commission, 57 NE Wauna Avenue, Box 730, White Salmon, WA 98672
www.gorgecommission.org



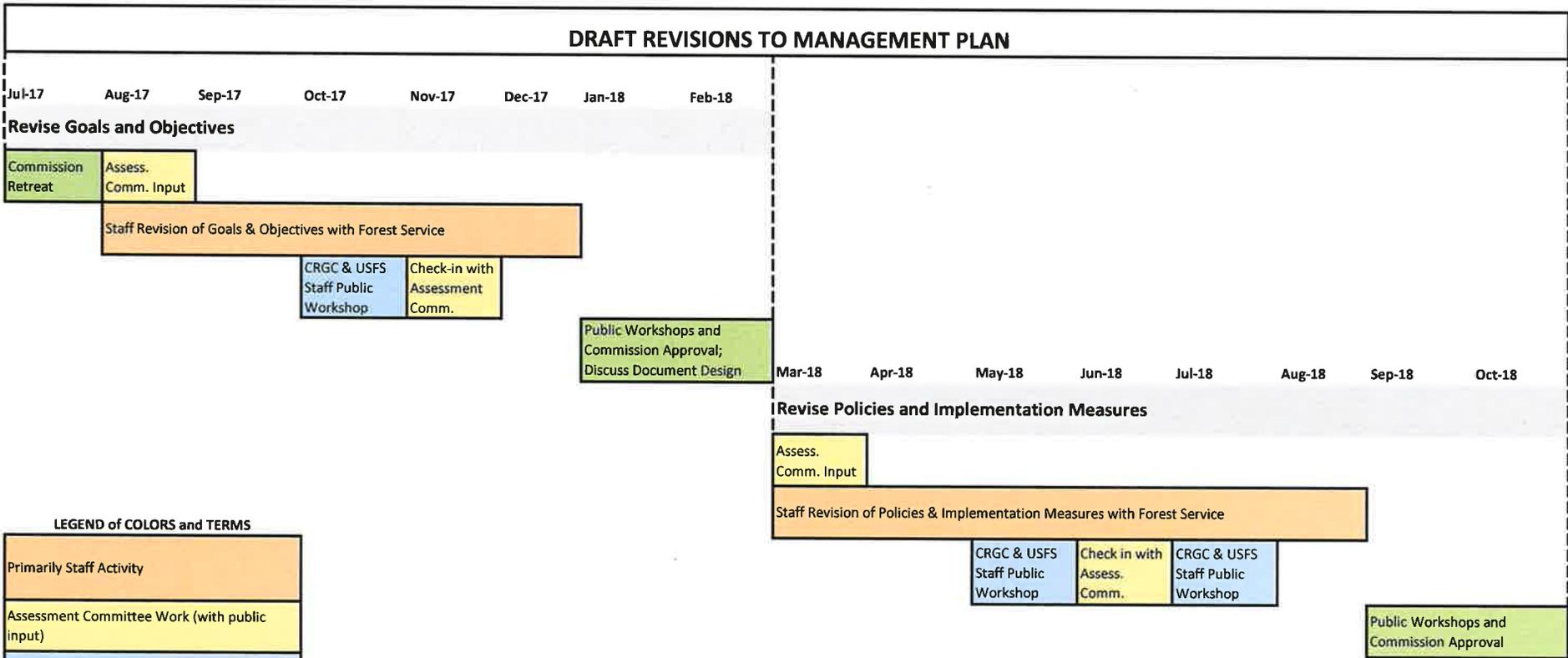
**WORK PLAN TIMELINE - 2016–19 PLAN REVIEW AND REVISION
(FINAL - GORGE COMMISSION APPROVED OCT. 11, 2016)**



LEGEND of COLORS and TERMS

Primarily Staff Activity
Assessment Committee Work (with public input)
Major Point of Public Input Outside Committee or Commission Mtgs
Commission Action (With Public Input)
Assessment Comm. Input - Purpose is to Give Direction to Staff
"Check-in" - Purpose is for Staff to Give Info. to Assessment Comm.
Commission Workshop - Purpose is for Commission to Discuss Progress

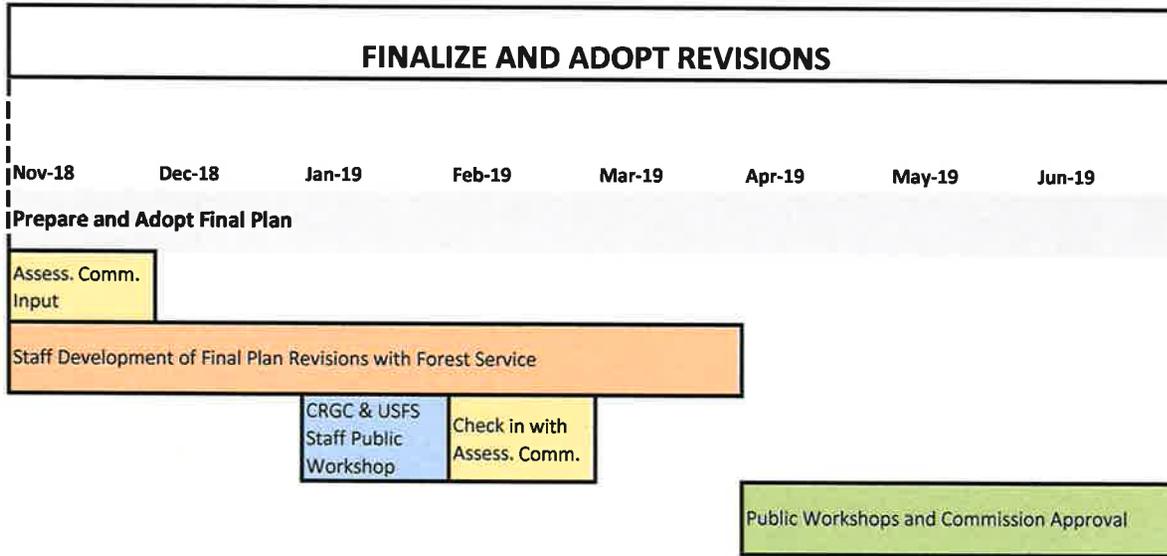
**WORK PLAN TIMELINE - 2016–19 PLAN REVIEW AND REVISION
(FINAL - GORGE COMMISSION APPROVED OCT. 11, 2016)**



LEGEND of COLORS and TERMS

Primarily Staff Activity
Assessment Committee Work (with public input)
Major Point of Public Input Outside Committee or Commission Mtgs
Commission Action (With Public Input)
Assessment Comm. Input - Purpose is to Give Direction to Staff
"Check-in" - Purpose is for Staff to Give Info. to Assessment Comm.
Commission Workshop - Purpose is for Commission to Discuss Progress

**WORK PLAN TIMELINE - 2016–19 PLAN REVIEW AND REVISION
(FINAL - GORGE COMMISSION APPROVED OCT. 11, 2016)**



LEGEND of COLORS and TERMS

Primarily Staff Activity
Assessment Committee Work (with public input)
Major Point of Public Input Outside Committee or Commission Mtgs
Commission Action (With Public Input)
Assessment Comm. Input - Purpose is to Give Direction to Staff
"Check-in" - Purpose is for Staff to Give Info. to Assessment Comm.
Commission Workshop - Purpose is for Commission to Discuss Progress



**Executive Director's Report
Prepared for the February 2017 Full Board Meeting**

This Executive Director's Report provides an overview of the activities of MCEDD staff in January and February 2017.

Regional Coordination/Economic Development Administration

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

- The rework of the regional economic development strategy is underway with the intention at this board meeting to review the overall status and establish annual project priorities. There is one more public outreach session planned which will take place on March 9, 2017 in Bingen, WA at Insitu's Eagle Point facility. RSVP's are required.
- Our National Association (NADO) sent an alert in January regarding anticipated cuts to certain federal agencies and potential actions to eliminate agencies. They noted that the US Economic Development Administration was one of those likely to be impacted and encouraged all members to discuss the role of EDA with their boards and EDA grant recipients and inquire about the availability to reach out to congressional members about the importance of EDA programs to the region. An overview of the value of EDA, as prepared by NADO, is attached.
- The timeline of impacts to federal funding does not appear to be impacting our current planning grant which allows us to develop and then most importantly, implement, our regional strategy. Impacts to future grants are unknown. EDA staff indicated that they still intend to send agencies, such as MCEDD, the invitation to apply for the April-start planning grants in mid-February. If the invitation is not received by the board meeting, staff will inquire again and ensure that we have a clear understanding of changes if they arise.
- I participated in a roundtable at the EDA Seattle Regional Office with Jay Williams, prior Assistant Secretary of Commerce and individuals on EDA's transition team. This opportunity allowed for discussion of transition protocol with the administration and highlighting our experiences with EDA's programs and services.
- Agora Investment Platform: 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.
- Workforce: Staff met with individuals from MCCOG and CGCC in review of the recent RFP released by the Ford Family Foundation to support Education for Job Readiness. We have offered to provide a letter of support for an application for the Talent and Prosperity for All (TAP) Accelerator response proposed by our regional partner. The TAP RFQ is soliciting demonstration projects that help Washington's current workforce and new hires create pathways to gainful employment and higher wages, especially those at the lowest income levels or with other disadvantage

Business Assistance Division

MCEDD operates loan funds to help grow local businesses.

- Available to loan as of December 2016 (excluding housing and OIB funds) was approximately \$1.5 million.
- Oregon and Washington Investment Board funding: Legislative staff has indicated that any action is currently in a holding pattern until there is further understanding of the new landscape and leadership for the US Department of Agriculture. It is a good time, though, for all of our partners to be talking with the whole congressional delegation on both sides of the river.

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

Project Management, Industry Sectors and County Development

- The **Columbia Gorge Bi-State Renewable Energy Zone** met in February and received an update from Government Affairs specialist David Van't Hof. His contract has been temporarily extended with the remaining funds and we are discussing longer term extension, depending on the interest of participating county members. We have also paid AWEA membership for 2017.
- **Crystal Springs Water District:** MCEDD submitted a scope of work to the District to support grant administration for their project. They have secured Safe Drinking Water funding (\$3.7 million loan and \$500,000 forgivable loan) for the Mid-Valley Reservoir and 12,000 ft of pipe replacement. The District plans to go out for bid in early summer and complete construction by end of summer 2018.
- **City of The Dalles Wastewater Plant Project:** MCEDD and the City of The Dalles executed an agreement for \$23,000 for MCEDD to support grant administration and labor standards review of the City's wastewater project. The City applied for a \$2M Clean Water State Revolving Fund loan from DEQ in support of an \$11M project to upgrade their wastewater treatment plant. The funds require compliance for all components with federal standards. Construction on the project is planned to occur from January to December 2017.
- **Dallesport Water District Water project:** Dallesport Water District's water project continues to move forward. Sherry Wickert is providing grant administration assistance and coordination for the project. The contractor, Summit Excavation began work on site. Sherry submitted the project's 21 day labor packet and received approval from the State Department of Commerce.
- **Hood River Urban Renewal:** I met with the City of Hood River Administrator to discuss their urban renewal districts and potential avenues to support the city.
- **Skamania County.** I participated in the Community Action Team meeting, discussing economic development priorities for the next quarter. Workforce partners provided a rapid response visit based on the change in facility use for North Bonneville Hot Springs.
- **Klickitat County Economic Development.** MCEDD staff continues to participate in the process to update the County's strategic economic development plan. County staff indicates that they are partnering with South Central Washington Workforce on a TAP application. We have also discussed the Job Fair that County staff anticipates will occur in May and we are providing connections to our Oregon workforce partners.

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

Operations Highlights

- **Board representative:** Sherman County appointed Judge Gary Thompson as their representative to the MCEDD Board of Directors.
- **Website Selection:** Gorge Web Design was selected for the MCEDD website design. MCEDD received four proposals, three of which were deemed complete in their response to the RFP. Gorge Web Design was the least costly of the three, met all criteria, provided sample sites that staff felt well represented her clients and she had solid recommendations. We executed a contract for her to begin in January, with anticipated completion in June 2017. Dee has provided staff with the first draft website framework for review, organizing along the same structure as our core purpose areas with four primary headers: 'About', 'Financing', 'Strategy', 'Projects' and 'Contact.'
- **Donations:**
 - Insitu agreed to sponsor the March regional strategy session, supporting some of the refreshments for the meeting.
 - CenturyLink provided a \$500 sponsorship to support the regional economic development strategy sessions.
 - MCEDD is processed the paperwork to receive a \$500 donation from Key Bank Foundation.
 - Northwest Natural provided a \$500 sponsorship to further support 2017 MCEDD events. Thank you to Tonya Brumley!
 - See page nine of the Gorge Giving Guide for MCEDD's feature, sponsored by Community Bank.
- **Local Assessments:** Staff is preparing scenarios for Executive Committee and Board review in March addressing increases in local assessments over time.
- **Building:** The MCEDD office is a leased space. With extended winter weather, the roof partially failed in January, leading to flooding of our bathroom and part of the back room. The building owner quickly responded to bring Brown Roofing out to make temporary repairs. Until a permanent repair can be made, he is also bringing in a cleaning crew on a regular basis to manage the leak. The building owner has agreed to reimburse MCEDD for any damages and costs incurred in containing the problem.
- **Press/Presentations:** I presented at the White Salmon Rotary meeting in January. I will present on an infrastructure panel at the American Planning Association Columbia River regional forum in March.
- **Personnel:** Two evaluations were conducted in February: a three month for Mobility Manager Dan Hoyt and an annual for Project Manager Jessica Metta.
- **Marshall Fellowship status:** I received city assignments for the Marshall Memorial Fellowship and will be in Brussels, London, Bilbao, Warsaw and Paris. Travel will occur from mid-April through May 2017 and I will be taking time off to allow for immersion into the program.
- **AmeriCorps RARE:** Community applications are currently being solicited for consideration of an AmeriCorps RARE placement for 2017-18. The match is \$23,500 and there is an option to apply for support through the Ford Family Foundation. MCEDD will be applying to the Foundation for funding of the GTA strategic plan, though.
- **Letters of Support:** The Port of Hood River resubmitted the letter of support from MCEDD for their FastLane application. MCEDD submitted an updated letter of support for Skamania County's application to the 2017 EPA Brownfields Community-Wide Assessment Grant Program.



The members of the National Association of Development Organizations (NADO) lead regional economic and community development initiatives throughout the nation. By identifying and addressing local needs through planning, capacity-building, and direct investment, the Economic Development Administration (EDA) coordinates with NADO members to create jobs and promote entrepreneurship.



Investing in People and Places

EDA's support of locally-driven projects leads to job creation and retention while generating significant private investment. In FY 2015, EDA funded approximately \$143 million in construction projects which created and retained 35,000 jobs. EDA-funded projects attracted \$4.2 billion in private investment as well.



Planning for Tomorrow's Opportunities

Regional planning is crucial to advancing economic growth and quality of life in communities. EDA contributes in this development through its investment in the Comprehensive Economic Development Strategy (CEDS). The CEDS process, led by EDA-designated Economic Development Districts (EDDs), brings together local stakeholders to assess and plan for regional growth. CEDS promotes active engagement on a host of opportunities and obstacles specific to the region. As a result, cities and counties are positioned for business development and expansion.



Advancing Entrepreneurship and Workforce

In recognizing challenges involved in starting a new business, EDA has created programs supporting entrepreneurs and job seekers. EDA sponsors the Regional Innovation Strategies (RIS) program creating pathways and seed funding to bring new products to the market. EDA works with key government and private partners to develop relevant training opportunities through the CEDS process.





Executive Committee Report (February 2017)

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

- Recommended candidates to serve on the MCEDD budget committee.
- Authorized engaging in contract for the Sherman County housing incentive fund.
- Authorized application to the Ford Family Foundation for the Gorge Technology Alliance's strategic plan update.
- Reviewed local assessments and proposed analyzing increases over the course of time to align with necessary match for program service delivery.
- Reviewed issues with State of Washington Department of Commerce interpretations related to program income for Revolving Loan Funds and procurement of grant administration services through interlocal agreements. Authorized staff to proceed with conversations to seek resolution.
- Approved out-of-state travel for Carrie Pipinich to attend Cidercon in February.
- Discussed loan revenue/expense status concerns.
- Received an update on the status of the comprehensive economic development strategy process.
- Reviewed the proposed Deputy Director job description and recommended the Board approve creation of the position with the recommended salary scale.
- Discussed extending an invitation to the Gorge Commission staff to engage in a conversation about the Commission's Management Plan update with the full MCEDD Board of Directors.
- Discussed an alert on risks to funding through the US Economic Development Administration and potential for elimination of the agency and opportunities for Board member's action. The National Association of Development Organizations is developing a tool to support our members in outreach.
- Reviewed the draft architecture for the new MCEDD website.

To: MCEDD Board of Directors

From: Jessica Metta

Date: February 7, 2017

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.

- **Housing:** Jessica has been focusing on assisting the County in exploring options to encourage the development of rental housing. She researched different funding mechanisms and the role that MCEDD could play in servicing this program. With input from Sherman County Court, she has developed a funding support program for the County to offer incentives to rental housing developers (\$5,000 per unit). The Court adopted the program in February and approved contracting with MCEDD for its administration.
- **Grant Writing:** Jessica continues to research federal, state and private grant opportunities open to Sherman County and focused on potential sources for the County's CEDS projects.
 - Jessica has been working to support South Sherman Fire and Rescue District in exploring a Community Development Block Grant for construction of a new Fire Hall. She has been working with the selected contractor, Portland State University, to get started on an income survey for the District. She has been helping advertise the survey, which will be mailed in mid-February. An 80% response rate is required. Jessica will also be helping the District and Portland State University to ensure enough responses are received.
 - Jessica has also been watching for and reviewing information on the new grant funds through Oregon's Main Street Program that could support redevelopment efforts in the four cities.
- **John Day River Territory:** Jessica continues to participate on behalf of Sherman County on the Steering Committee for the JDRT, the regional destination marketing organization covering Sherman, Gilliam, Wheeler and Grant Counties. 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 currently working with Rage Graphics to design and construct the kiosks. The JDRT is also looking at ways it support the development of agri-tourism businesses and plans around the full solar eclipse over the region on August 21, 2017.
- **City / Business Assistance:** Jessica convened the quarterly meeting in December of the four Sherman County city managers and mayors to share information and encourage working together and is visiting businesses in the County to see if there are ways she can support them.

Gorge Technology Alliance

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

- **Meetings and Events:** Jessica continues to host several monthly events for education and networking opportunities as well as events specifically for CEOs and human resources managers.

At the GTA's Winter Party, Trillium Engineering and Bill Vaglianti were announced as the Tech Organization and Tech Leader of the Year, respectively.

- **University Connections:** Jessica coordinated and participated in a day of meetings with six individual companies on January 24 for representatives from Oregon State University's unmanned programs who are looking to improve connections with the Gorge UAS industry. The meetings went well and there was a lot of enthusiasm for following up. One likely outreach result will be a company/ researcher networking event in Corvallis in June that Jessica will help coordinate. The OSU reps were also the speakers for a well-attended Featured Event that evening. This outreach is helpful in strengthening business-university partnerships for research, interns and job placements.
- **Strategic Planning:** The GTA Board is looking to complete a full strategic plan for the organization in 2017 as the last was done in 2012. Jessica received proposals for the work and is submitting a grant from MCEDD on behalf of the GTA to the Ford Family Foundation to help cover the consultant expenses.
- **Business Support:** Jessica continues to meet with GTA members to connect them with resources and opportunities, address challenges and find other ways to support their businesses.
- **STEM Education Support:** Jessica hosted the FIRST LEGO League (FLL) youth robotics tournaments for the 7th year in the Gorge in December with roughly 300 students participating. Jessica and Jacque are now planning for the Wind Challenge event on March 11, 2017 in The Dalles, held with partners Google and CGCC. A record number of teams registered (55 versus about 35 last year). *Volunteers are needed for the one-day event. No experience is needed and training is provided if MCEDD Board members are interested.* Jessica also opened applications for the Corwin Hardham Memorial Scholarship for Gorge students pursuing STEM college degrees, began planning for the fourth STEM Career Day for all Gorge 7th graders and continued to participate on the Task Force for the STEM Hub funded by Oregon to improve STEM education in the MCEDD region.
- **Workforce Support:** Jessica is working to develop a Rural Business Development Grant application to the US Department of Agriculture to support a tech employee recruitment campaign for the region. She also participated in a workforce discussion led by Klickitat County Economic Development to serve our tech companies in that county in exploring a Talent and Prosperity for All (TAP) grant. A grant will be submitted by the end of February through Southwest Washington Workforce Council for these unique Washington state dollars focused on training to upskill current employees and training to backfill those openings.

Training

Jessica will be attending the annual conference for City/County Insurance Services (CIS) in Salem for MCEDD on February 23 and 24.



To: MCEDD Board of Directors
Date: February 13, 2017
From: Carrie Pipinich, Project Manager
Re: Project Management Report

Broadband

- **Community Broadband Access:** Staff is working with partners to host county focused meetings with engineering staff from project proponents to identify opportunities for coordination to support improving service for communities in the region. Meetings will be held in late February focused on Klickitat, Wasco, and Sherman counties. Specific service upgrades are also occurring around the region. In Dufur, North State Telephone upgraded their network to provide additional speed and LSN is building a new fiber line to serve the Dufur Schools and library with a higher speed connection. In Maupin, the partnership between the City, Q-Life, and LSN is moving forward with an anticipated completion date in spring of 2017 for an all-fiber network to serve residents and businesses. In Snowden, CenturyLink is upgrading their network with CAF II funds to support increased services. In Goldendale Wave Broadband is developing their network further to provide additional bandwidth. And, in Sherman County additional fiber backbone has been completed between Wasco, Moro, and Grass Valley with a final section planned for construction to Rufus.
- **Gorge Broadband Consortium Meeting:** The Gorge Broadband Consortium meeting in February provided an opportunity to share state and federal policy and funding updates, regional broadband service needs and investments, and for ISPs and communities to network. This session focused also provided an opportunity for additional input into the Comprehensive Economic Development Strategy's section on broadband. Representatives from seven ISPs and several counties attended and participated in the conversations.

Wasco County Economic Development Commission (EDC):

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

- **EDC Quarterly Meetings:** The EDC met in The Dalles in December and focused on developing the foundation for the EDC's updated Strategic Action Plan. The EDC updated its mission, vision, and goals as well as refined a proposed SWOT analysis at this session. The EDC met in January and February to review the draft strategies developed for the strategic plan update as well as move through the Community Enhancement Projects process (see below for more information). These planning pieces were able to build on the CEDS process by incorporating key items developed at the regional level where appropriate.
- **Community Enhancement Projects Process:** This process provides an opportunity for a formal dialogue with communities and organizations, as well as providing a platform to highlight priorities. This process also allows the EDC to leverage its capacity and mandate for provision of technical assistance to identify and support projects that enhance the economic competitiveness of Wasco County and its communities. Key priorities remain focused around basic infrastructure projects, as well as other efforts with significant impact on the community's economy. In addition to creation of the project list, this process also helps guide utilization of the EDC's technical assistance activities. In the upcoming year, six committees will continue or change their activities as follows:

- **Wamic/Pine Hollow:** In addition to continuing work with the Wamic Water and Sanitary Authority to support implementation of their needed water system projects, this committee will also work closely with South Wasco County Park and Recreation District to support their work to fund rehabilitation of the Pine Hollow Boat Ramp.
- **Mosier:** The City is beginning implementation of several of these projects and seeking additional funding for infrastructure, their proposed City Hall/Fire Hall joint use facility, and addressing the impacts of the oil train derailment in the community. The EDC proposes continuing to work closely with Mosier to support these efforts as appropriate.
- **Dufur:** EDC While their water and waste water system assessments are being completed in 2017, the EDC plans to stay actively engaged in finalizing and beginning implementation of the Dufur Community Vision plan in 2017.
- **Open for Business Committee:** The group would like to explore technical assistance opportunities to support community efforts around economic development and continue to discuss opportunities for further coordination around economic development activities.
- **Broadband:** In 2017 the Committee will continue to support these ongoing efforts as well as identify opportunities to support increased connectivity in the more rural areas of South Wasco County that builds upon 2016 investments in infrastructure.
- **Agriculture:** Discussions have occurred around agri-tourism, succession planning, water resources, and value-added agriculture. As the group continues to review information, they will refine their focus to areas where the EDC can engage meaningfully.
- MCEDD staff worked with the City of The Dalles to support development of a successful application for a \$4,000 Cycle Oregon Grant for signage for the Bike Hub.
- Wasco County has launched an updated version of their website, with a new “Business Section” developed by the Open for Business committee and implemented by staff. To view the new website visit: co.wasco.or.us.

Fermentation Cluster:

- **Cider Events:** Staff is working with the Hood River Chamber of Commerce to gear up for this year’s CiderFest on April 22, 2017. The Cider Society will be working with the Chamber to provide volunteer support, ensure local cideries are engaged, and work to have an educational presence at the event. Additionally, staff have been able to participate in CiderCon 2017, the national cider industry convention. The United States Association of Cidermakers provided vendor space to talk with attendees about the Gorge cideries as well as participate in a roundtable of industry associations from around the US.
- **Cider Marketing Development:** In addition to ongoing work to build a strong social media presence, a new website has been launched for the Gorge Cider Society that aligns with the branding developed over the last year and more easily conveys information on the local cideries and the Cider Society to users. It can be viewed at gorgeciderysociety.com. On the site is also a video developed to showcase the local industry.
- **Columbia Gorge Wine Growers:** Two trainers have been identified to conduct trainings on Branding, Social Media Best Practices, and Tasting Room Techniques. These trainings will be held in late February and early March. They will be open to wineries first, but excess capacity will also be available for other beverage industry businesses.

Other Projects

- **Hood River Economic Development Group:** In December the group discussed opportunities to incorporate economic development into the County Energy Plan being developed over the coming year. In January the group discussed and prioritized a recommended list of public works and technical assistance projects for the Board of County Commissioners to consider for inclusion in the regional CEDS process.



To: MCEDD Board of Directors
From: Jacque Schei, Project Manager
Date: February 6, 2017

Re: Project Manager's Report

Community Development Block Grant (CDBG) Support

For the following projects, Jacque serves as a main contact to coordinate grant activities, ensures grant recipients meet the conditions of the grant contract, monitors progress of the project, and ensures that contractors fulfill contractual obligations.

Wasco County/MCCFL: 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 a Community Mental Health to serve the citizens of Wasco County and surrounding counties as needed. The County is reconsidering their options for an Owner's Rep for the project. The environmental review is close to being done and bid documents are in development.

City of Antelope: 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. The project was delayed after receiving a response from the Confederated Tribes of the Warm Springs of Oregon to the environmental review consultation letter. The City plans to move forward with a cultural resource survey conducted by the Tribe. The project cannot proceed until the environmental review is finalized.

Dallesport Water District (DWD): MCEDD has an agreement with DWD to serve as the Grant Administrator for a CDBG grant (\$24,000 – awarded to Klickitat County) to support development of a wastewater facilities plan for the community of Murdock, WA. The project contracted with an engineer in September and he has started work on the facilities plan.

Economic Development Administration (EDA) Grant Support: MCEDD has an agreement with the City of The Dalles to support grant administration for an EDA grant (\$625,000 - awarded to the City and Klickitat County) to support construction of a 12,600 square foot building at the Columbia Gorge Regional Airport. The building will be used as hangar and office space for regional businesses, such as the Life Flight Network, who is operating fixed wing and helicopter medical transport services out of the airport and is in need of additional facilities. The project recently advertised for bids and upon City and County approval, will negotiate a contract with the lowest responsive bidder – Black Rock Construction.



To: MCEDD Board of Directors
Date: February 10, 2017
From: Dan Hoyt, Project and Mobility Manager
Re: Project and Mobility Manager Report

Gorge Translink Alliance

MCEDD's Mobility Manager coordinates the Alliance which seeks to enhance regional connectivity and develop a seamless network of transportation services in the five-county region.

- The funding process for the next biennium (2017-2019) is continuing:
 - In December WSDOT Consolidated Grant Program stakeholders reviewed and prioritized project proposals. The prioritized list was accepted and endorsed by Regional Transportation Council (RTC) staff. In January the RTC Board accepted and adopted staff recommendations. The follow items received high priority (an "A" designation) and were submitted to WSDOT for inclusion in the Consolidated Grant process.
 - Provide operating funding assistance to sustain dial a ride services for the elderly, special needs population and general public in Skamania County.
 - Preserve the route deviated transit service between Skamania County and C-TRAN in Vancouver.
 - Provide operating assistance to sustain a dial-a-ride service throughout Klickitat County that operates Monday – Friday with weekend service provided for critical essential medical related trips, plus fixed route deviation service operates 4 times/day on Monday, Wednesday and Friday.
 - Gorge Translink Mobility Management project in Skamania and Klickitat counties in Washington and Hood River, Wasco and Sherman counties in Oregon to enhance transportation opportunities.
 - The ODOT application for MCEDDs mobility management efforts will occur in the coming months through a discretionary funding process. MCEDD is working with ODOT Region 4 staff regarding timing of those funds (likely this spring).
 - In February Dan Hoyt participated in the Skamania and Klickitat county quarterly meetings with RTC staff discussing local priorities and projects with stakeholders.
 - The next Translink meeting is scheduled for 3/2/2017.

Transportation Service Expansion and Plans

Facilitating transportation connections is a core element of the Mobility Management position.

Recent developments include:

- Columbia Area Transit (CAT) is expected to launch new service to the Upper Hood River valley this winter. This will be a public/private pilot project to provide limited deviated fixed-route service between Odell/Parkdale and the City of Hood River. MCEDD is helping facilitate conversations to resolve challenges securing commercial driver licenses and coordinating service and fare issues. The private provider will cover morning and evening, CAT will cover mid-day.
- Work on the next phase of the Historic Columbia River Highway is proceeding with ODOT staff drafting a scope of work for the planning effort. ODOT near-term goals are soliciting proposals in spring 2017 and awarding the contract to work on Mitchel Point at the start of

summer 2017. ODOT is organizing a management approach including a Project Leadership Team, Project Management Team and a Stakeholder Working Group.

- MCEDD is collaborating with ODOT, CAT, and MCCOG in a coordinating effort around goals, milestones, and timelines as CAT evaluates new service opportunities (upper Hood River valley, intercity, Columbia Gorge Express and connections to Mt. Hood).

Drive Less Connect

- MCEDD is exploring opportunities to promote transportation options via community events such as PCT Days in Cascade Locks and “open streets” events.
- MCEDD has received preliminary approval for a \$42,700 scope of work for the two year period, 2017-19, Hood River County Drive Less Connect contract.
- MCEDD has preliminary approval for a \$16,000 contract with Commute Options to continue efforts with partner recruitment and retention as well as communication and outreach in the northern section of ODOT Region 4.

Pilot Project Implementation

- MCEDD continues working with Next Door Inc. to create materials and a training program for service providers and travel ambassadors to better serve Limited English Proficiency (LEP) individuals. Driver training sessions are being planned for both Link and CAT.

Transportation Plans

- Dan Hoyt participated in a meeting to finalize the update to The City of The Dalles Transportation System Plan (TSP) which includes a cost/benefit assessment of enhancing transit service with regular fixed routes within the local community and the region.

Training, Appointments and Outreach

- In January Dan Hoyt participated in the Lower John Day Area Commission on Transportation (ACT) meeting. Topics addressed include local priorities, the function of the ACT in ODOTs decision making, the Statewide Transportation Improvement Program (STIP) and the “funding package” proposal under consideration in Salem.
- Dan Hoyt worked with Commute Options gaining orientation of the web-based services.
- Dan Hoyt reached out to the Port of Cascade Locks, Friends of the Columbia Gorge, and organizers of Pacific Crest Trail (PCT) Days weekend event (August 18, 2017) to explore and develop plans to serve the PCT Days event with transportation options.
- Dan Hoyt helped Insitu develop a vanpool plan with a park and ride lot in Troutdale.
- Dan Hoyt initiated an exploratory conversation with the City of Hood River regarding staging a walk/bike community event.