



**Executive Committee Meeting
Wednesday, December 6, 2017
4:00 P.M.**

MCEDD Office, 515 East Second Street, The Dalles

AGENDA

<u>Topic</u>	<u>Estimated Time</u>	<u>Item</u>
Call to Order- Chair Ken Bailey		
Introductions		
Executive Committee Minutes <i>November, 2017</i>	5 minutes	Approval
Finance Report	10 minutes	Acceptance
Travel Request	5 minutes	Approval
University Center Research Assistance	10 minutes	Discussion
Transportation	15 minutes	Recommendations
- <i>Policies for Transportation Transfer</i>		
- <i>Transportation Administration Board Appointments</i>		
- <i>Draft Resolution Review</i>		
2018 Meeting Schedule	10 minutes	Approval
Executive Director Report	10 minutes	Information
Other New Business; Committee Members Updates		
Adjourn		

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

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

ATTENDANCE:

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

Absent: Jan Brending, Bob Benton, Bob Hamlin, and Rex Johnston

Staff: Amanda Hoey, Kathy Fitzpatrick, Jessica Metta and Sherry Wickert

CALL TO ORDER:

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

EXECUTIVE COMMITTEE MINUTES:

Rod Runyon moved to approve the September 6, 2017 Executive Committee meeting minutes as presented. Bill Schmitt seconded the motion. Motion carried unanimously.

FINANCIAL REPORT:

Sherry Wickert presented the September 2017 financial reports. She noted that one noticeable difference for September is that a negative balance shows in checking 1020 IRP, but this is part of two accounts at the bank that have a total balance of about \$617,000. She reported that for the operations' budget versus actual, we are on track including loan fund revenue. The professional services is under budget because that expense is not yet incurred.

Gary Thompson moved to accept the financial report as presented. Rod Runyon seconded the motion. Motion carried unanimously.

Amanda Hoey noted the SDIS Best Practices Program from our insurer which earns discounts on general liability if we complete the checklist. This year's checklist focus is employment practices.

Discussion: Eric Proffitt inquired if this was the same as last year; Amanda noted that it is different in that last year's focus was on ethics. She noted that MCEDD personnel policies will change if LINK transfer is approved.

There were no further comments or questions from the Committee, which gave general consensus to proceed.

GORGE HUBS FISCAL AGENT:

Kathy Fitzpatrick provided an overview of Gorge Hubs to build a welcome center in each city along the Historic Columbia River Highway to take advantage of full connection efforts for those walking, biking and driving along the route. Six cities from Wood Village to The Dalles have been pursuing these hubs for years with support from many partners. The Dalles and Mosier got money for match for implementation grant. Most hubs are in various stages of construction and would like to pursue a large Travel Oregon grant to complete the project using matching funds they already have in hand. MCCOG had previously agreed to be the fiscal agent but the group is now seeking to transfer that status to MCEDD. The total grant request would be between \$600,000 and \$700,000, which does allow an administrative offset of up to 10%.

Discussion: Eric Proffitt confirmed this would cover the administrative time. Amanda stated that it would. Bill Schmitt noted that MCEDD seemed like the logical fiscal agent. Ken Bailey noted that MCEDD has acted in this capacity for other projects as well. Sherry noted that if awarded, a supplemental budget may be necessary.

Gary Thompson moved to approve MCEDD acting as fiscal agent for the Gorge Hubs Partnership and to submit for the Travel Oregon grant. Bill Schmitt seconded the motion. Motion carried unanimously.

SERVICE EXPANSION COMMITTEE STATUS:

Ken Bailey opened the presentation. The Service Expansion Committee has been meeting to review the potential LINK transfer from MCCOG and made significant progress in addressing questions. He stated that nothing has come up that would be a detriment to MCEDD if it is settled as we expect and the LINK eventually will stand on its own if transferred. He noted that MCEDD is a regional lead for transportation and this will enhance what we can do for transportation issues throughout the Gorge. He noted initial concern from the Washington board members on how the transfer would benefit our Washington counties, but noted the committee also felt confident that this move is consistent with our long term regional transportation vision. It will provide the opportunity to coordinate more with the Washington side and offer additional tools now to make it happen rather than relying on someone else.

Amanda Hoey stated that staff and the committee have conducted a thorough financial review. She noted that the committee was operating under the premise that the transfer had to fit our mission, have no detrimental impact to our existing programs and that MCEDD would be able to effectively serve clients. She stated that MCEDD received a few assurances on the facility questions, referencing the letter from GOBHI on a preliminary agreement to lease the facility and share some personnel costs. The other facility issue is the small debt, about \$75,000-\$80,000 which the committee requested the MCCOG Board address prior to the transfer so it is not burdening the system. MCEDD staff has met with multiple entities including ODOT, LINK, MCCOG, GOBHI and Solutions IT to identify the pathway forward. While there are many agreements that would be required for a transfer, the first step is getting the agreement from MCEDD. The topic is on agenda for full Board review on November 9 but staff is seeking initial review from Executive Committee.

Ken and Amanda presented the draft resolution for the transfer noting that it has two key components 1) to provide the authority for the Executive Committee to act on behalf of Board on the transfer and agreements because of time sensitive items and 2) establishment of a Transportation Administration Board to incorporate regional connections.

Discussion: Ken Bailey noted this is important to show how LINK is piece of the regional network and that GOBHI talks went very well. He stated that we want to continue as close to "as-is" as possible for first budget year, then we can make changes if needed to protect other MCEDD projects. Regarding the debt, he noted the request is to leave the transportation balance intact and to address the loan payment separately. Eric Proffitt noted concern about the original building codes loan for the facility. Amanda noted that it will need to get that all cleaned up prior to transfer, with the intention to have a working understanding of the process by the end of November prior to David Meriwether's departure. Committee members voiced appreciation for Kevin Campbell with GOBHI. Rod Runyon noted that other entities are working to get MCCOG to extend a few things past the end of January if they can. Amanda Hoey noted that reference of dates is not included in the resolution in order to leave it more open if certain transfers take more time than anticipated, such as FTA approvals.

Gary Thompson moved to approve presentation of Resolution 2017-5 to the full Board for consideration. Rod Runyon seconded the motion. Motion passed unanimously.

EAGLE CREEK FIRE RECOVERY COUNCIL:

Jessica Metta stated that MCEDD staff has been participating in the Eagle Creek Fire Recovery Council to connect state and federal resources to the region in support of businesses impacted by the disaster. Staff developed a list of possible requests for assistance for feedback from the Executive Committee. The primary parameters considered have been items that would help businesses on a longer term and items that would possibly incentivize behaviors for increased future resiliency. We expect that businesses may continue to see impacts over the next year. She noted that the items for Executive Committee feedback include options for the following: 1. Interest Rate Subsidy. 2. Workforce Retraining Dollars. 3. Loan Guarantee Program 4. National Scenic Area (NSA) Funds for the Oregon and Washington Investment Boards 5. Matching Funds for Innovation Programs and 6. Technical Assistance.

Discussion: Ken Bailey noted that the NSA funds have been a long term request and while he feels positive of including them on this list, it would not be his short term focus. Amanda noted that the item is included given a resurgence of interest tied specifically to the Eagle Creek event. Amanda noted that the full set of opportunities is presented as potential to work with Oregon, Washington and federal partners. Eric Proffitt asked if there have been any retraining dollar requests. Amanda noted that it is included to address long term impacts. Ken Bailey highlighted the loan board has seen request for relief from our clients. Amanda stated that, in addition to MCEDD, the Investment Boards have also worked on establishing disaster relief programs. She noted that the interest rate subsidy and loan guaranty options would help expand those programs out.

501(C)3 CONSIDERATION:

Amanda Hoey noted that MCEDD had an interest to pursue establishing a 501c3 but we have not yet taken the necessary steps to establish the entity. In the conversation of creating a 501c3, the board also discussed eliminating the 501c4 MCEDD Oregon Center which has a board composed of the Oregon county commission members. It was originally established to qualify for certain State of Oregon funds for business assistance programs. Those programs have since changed their requirements for eligibility and the 501c4 is not used for an active purpose currently. With MCCOG shifting its programs, one of the remaining elements is the Four Rivers Community Corporation. Formed in 1996, the public charity has an expansive purpose but is currently being used primarily to distribute the Oregon Cultural Trust funds in Wasco County. MCCOG has provided the administrative support so it will need a new home. MCEDD already has the processes to support this type of entity and Amanda stated that it could help meet our intention without the additional legal costs for a new incorporation.

Discussion: Ken Bailey stated that it would be a prime opportunity if we are interested in a 501c3 structure. Gary Thompson noted the 501c4 flexibility to also provide for lobbying and his interest to retain that entity and its ability to lobby, even if not very active or used for that purpose now. Eric Proffitt asked if there were any reporting or resources required if we leave it. Amanda Hoey noted there is limited time other than an annual meeting, annual reporting and filing fees. The Committee discussed what constituted lobbying. Ken Bailey noted the role of providing education, but that he would be concerned if getting into lobbying. Gary Thompson noted that it could be useful in the future and necessary if hiring a lobbyist. Amanda Hoey stated that ultimately the three Oregon members (Board of the MCEDD Oregon Center) have final authority; the committee is just making recommendation related to the 501c4. The Committee discussed the current role of the 501c3. They noted a desire to not act on recommendations related to the 501c4.

Rod Runyon moved to approve working with the Four Rivers Community Corporation Board to shift support to MCEDD. Gary Thompson seconded the motion. Motion passed unanimously.

EXECUTIVE DIRECTOR REPORT:

Amanda Hoey reviewed highlights from the past month including:

- NADO was awarded funding through USDA and included MCEDD's request for technical assistance to address transportation issues in east Klickitat County in that proposal. The project will allow us to delve into transportation solutions for the eastern Klickitat County vineyard/winery cluster with growing employment but remote location. There are practical limitations to public transportation, requiring collaborative approaches to address transportation needs. Those directly impact our employers in their ability to support a local workforce which needs to get to and from work.
- RNP has requested MCEDD to co-sponsor the REEDS (rural energy and economic development seminar) in Olympia. There is no financial contribution just coordination time and assistance in developing out how renewable energy impacts rural economies. It is a good opportunity to have presence in Olympia and provide information.
Discussion: Gary Thompson noted that he and Judge Shaffer were participating in REEDS in Salem. He noted he thought it was a great educational opportunity.
- In the business assistance division, Amanda noted the early loan payoff from La Fogata, which is good news as they are progressing with their business. She stated that there has been a significant increase in inquiries and the program is currently keeping up with projections. There are two large loan proposals being presented to the loan board next week. At their last meeting, the Loan Administration Board approved extending the current loan with A Home Sweet Home and adding \$64,000 more in loan commitment.
- Siri Olson has been hired as the new Finance Manager and is cross training with Sherry Wickert. The Office Administrator position was reopened and staff is conducting interviews this week.
- Amanda noted Kathy Fitzpatrick was recently recognized for her work.
Kathy shared information on her award from Oregon American Planning Association Distinguished Leadership Award, received recently at their annual conference in Portland.
- Amanda was elected to the National Association of Development Organizations (NADO) Board of Directors to represent the west region. It will increase our access to national resources.
- Amanda noted that Jessica Metta has been active with the Gorge Tech Alliance (GTA)
Jessica Metta noted the GTA's addition of a foundational sponsorship level and she is pleased to note that Insitu is the first foundational sponsor (\$25,000). It doubles their contribution to the Alliance for next year.
- The building roof is being replaced at present.
- Staff is reviewing our phone system options, including how it could connect with LINK.
Discussion: Rod Runyon recommended talking to Mid-Columbia Housing Authority about their recent transfer.
- Amanda expressed appreciation for a variety of support MCEDD received this past month including a \$500 sponsorship from NW Natural for the symposium tomorrow and sponsorship from Community Bank for the Gorge Giving Guide.
- The Columbia River Gorge Commission is moving forward with their Gorge 2020 Management Plan updates and have identified focus areas, with "economics" being one and urban growth areas being another. For the economics section, the Commission staff proposed an 8-10 member advisory team which they stated they are taking a proactive approach on nominations. Amanda noted the opportunity to provide input on a framework consistent to our previous comments related to alignment with the economic development strategy. She asked for Committee feedback

Discussion: Bill Schmitt noted that he has a suggestion but needs to check with the individual. Amanda asked for feedback by end of the week to make sure the suggestions are incorporated. Rod Runyon suggested talking to Tyler Stone for his ideas on recommendations.

- Broadband activity continues to accelerate with Carrie Pipinich advancing planning and in-ground work to support Maupin.
- Staff has been discussing the migration of CREA's finances from MCCOG to MCEDD. It aligns with our renewable energy industry focus.
- Reminder that full board is November 9, 2017 at MCEDD at 3 pm.

OTHER NEW BUSINESS; COMMITTEE MEMBER UPDATES:

No new business was presented.

ADJOURN: Meeting adjourned at 5:05 p.m.

*Respectfully submitted,
Jessica Metta, Deputy Director*



FINANCIAL SUMMARY

FOR: October 2017

MCEDD's Balance Sheet reflects cash is less than prior year balances and Receivable balances are higher, which represents loan activity increases from last year. MCEDD's Loan Receivable (1330) balance reflects increased loan activity. However, OIB Loans Receivable (1370) balance reflects the decreased OIB Loan activity, as compared to last year. In addition, Accounts Payable Liability (2010) balance of \$4,195.53 is due to timing of payables, which were paid in November.

MCEDD's Operations Budget vs Actual report, for October reflects Federal Revenue (4100) as being less than budgeted, due to the revenue for the 1st quarter from the ODOT Mobility Management funding not being available until October 1. The funding is now spread over 7 quarters, rather than 8 quarters as in the past. Professional Services (6400) expenses are \$50,993.74 less than budgeted due to timing of billings for the Agora project; and, Transfer to/from Source (9600) of \$7,323.61 is encumbered profit from EDA and is only available for relending.

Respectfully Submitted,

Siri Olson
Finance & Operations Manager

Mid-Columbia Economic Development District

Balance Sheet

As of October 31, 2017

	Oct 31, 17	Oct 31, 16
ASSETS		
Current Assets		
Checking/Savings		
1000 · Bank Demand Deposits		
1010 · MCEDD Checking	57,967.96	11,678.50
1015 · MCEDD MM	276,564.01	310,477.27
1020 · IRP		
1021 · IRP - Sherman	97,727.13	76,882.00
1022 · IRP - WA	47,634.11	65,574.68
1020 · IRP - Other	108,917.65	109,814.00
Total 1020 · IRP	254,278.89	252,270.68
1030 · Loan Funds		
1036 · EDA RLFs	165,038.35	184,566.79
1045 · Reg Strat	134,596.66	127,487.87
1050 · RBEG-OR	82,794.42	49,036.13
1055 · RBEG-WA	95,415.56	51,060.63
1057 · RBEG-KL	121,528.99	126,633.74
1067 · CDBG Microenterprises	79,665.32	61,258.87
Total 1030 · Loan Funds	679,039.30	600,044.03
1031 · Housing RLF	1,753,466.11	2,000,757.93
1070 · National Scenic Fund	1,400,047.55	1,235,753.39
Total 1000 · Bank Demand Deposits	4,421,363.82	4,410,981.80
1100 · CDS		
1121 · IRP Reserve	96,031.33	96,031.33
Total 1100 · CDS	96,031.33	96,031.33
1122 · IRP - DDM Product	542,660.63	629,971.53
1196 · OR Telecom Conference	30,096.36	34,361.69
Total Checking/Savings	5,090,152.14	5,171,346.35
Accounts Receivable		
1202 · Accounts Receivable	54,472.63	52,371.54
Total Accounts Receivable	54,472.63	52,371.54
Other Current Assets		
1200 · Receivables & Accruals		
1205 · Accrued Revenue	7,500.00	18,333.33
1227 · Accrued Loan Interest	27,805.82	14,018.14
1229 · Structured Accts Accr'd Int		
1231 · Unrecorded Structured Accrd Int	-3,375.20	-1,418.75
1229 · Structured Accts Accr'd Int - Other	7,126.21	7,665.29
Total 1229 · Structured Accts Accr'd Int	3,751.01	6,246.54
Total 1200 · Receivables & Accruals	39,056.83	38,598.01
1300 · Loans Receivable		
1330 · MCEDD Loans Receivable		
1320 · IRP	1,827,908.44	1,759,929.37
1321 · IRP - Sherman	150,899.82	173,284.62
1322 · IRP - WA	271,275.14	253,310.76
1331 · Housing RLF	250,000.00	0.00
1336 · EDA RLFs	545,684.12	506,836.79
1345 · Reg Strat	36,514.72	44,045.17
1350 · RBEG-OR	221,595.14	253,960.02
1355 · RBEG-WA	0.00	45,368.68

Mid-Columbia Economic Development District

11/22/17

Balance Sheet

Accrual Basis

As of October 31, 2017

	Oct 31, 17	Oct 31, 16
1357 · RBEG-KL/SK	5,164.45	0.00
1367 · CDBG Microenterprises	27,294.02	46,323.23
Total 1330 · MCEDD Loans Receivable	3,336,335.85	3,083,058.64
1370 · OIB Loans Receivable	1,486,579.65	1,629,982.63
Total 1300 · Loans Receivable	4,822,915.50	4,713,041.27
1500 · Allowance for Doubtful Loans		
1520 · IRP Allowance	-105,614.33	-118,027.66
1521 · IRP - SH Co	-9,520.35	-10,797.99
1522 · IRP - WA	-14,651.74	-14,476.77
1536 · EDA RLFs Allowance	-29,255.26	-35,290.15
1545 · Reg Strat Allowance	-2,223.05	-2,776.54
1555 · RBEG Allowance	-14,464.70	-18,584.67
1567 · CDBG Microenterprises	-1,827.70	-2,987.33
1575 · OIB Allowance	-45,000.00	-45,000.00
Total 1500 · Allowance for Doubtful Loans	-222,557.13	-247,941.11
Total Other Current Assets	4,639,415.20	4,503,698.17
Total Current Assets	9,784,039.97	9,727,416.06
TOTAL ASSETS	9,784,039.97	9,727,416.06
LIABILITIES & EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable		
2010 · A/P General	4,195.53	0.00
Total Accounts Payable	4,195.53	0.00
Other Current Liabilities		
2030 · Accrued Loan Payment	31,581.05	39,500.09
2035 · Accrued Interest Payable	5,334.62	4,185.11
2050 · PTO - Accrued	23,825.45	23,098.99
2070 · Health Insurance Payable	781.22	-6,898.89
2080 · Life & Disability Payable	0.00	-337.16
2090 · WC SAIF Ins	-138.79	-150.40
2100 · Payroll Liabilities		
2110 · Federal Payroll Liability	0.00	35.24
2120 · State Payroll Liabilities		
2115 · OR- SUTA Payroll Liabilities		
2105 · WBF Payroll Assessment	32.84	29.62
2115 · OR- SUTA Payroll Liabilities - Other	42.30	37.60
Total 2115 · OR- SUTA Payroll Liabilities	75.14	67.22
2120 · State Payroll Liabilities - Other	0.00	19.00
Total 2120 · State Payroll Liabilities	75.14	86.22
2100 · Payroll Liabilities - Other	0.00	4.00
Total 2100 · Payroll Liabilities	75.14	125.46
2800 · Deferred Revenue	15,768.33	13,333.33
Total Other Current Liabilities	77,227.02	72,856.53
Total Current Liabilities	81,422.55	72,856.53

Mid-Columbia Economic Development District

11/22/17

Balance Sheet

Accrual Basis

As of October 31, 2017

	Oct 31, 17	Oct 31, 16
Long Term Liabilities		
2820 · IRP Loan Payable \$1million	477,503.25	514,805.20
2821 · IRP Loan Payable \$600,000	396,225.44	417,520.24
2822 · IRP Loan Payable \$750,000	600,226.72	625,806.66
2823 · IRP Loan Payable - Washington	289,826.46	299,967.25
2824 · IRP Loan Payable - Sherman	186,672.31	186,672.31
Total Long Term Liabilities	1,950,454.18	2,044,771.66
Total Liabilities	2,031,876.73	2,117,628.19
Equity		
3100 · Fund Balances	7,573,994.03	7,572,025.03
3110 · Carryforward Balance	11,347.09	-105,004.58
3900 · Retained Earnings	116,073.61	0.00
Net Income	50,748.51	142,767.42
Total Equity	7,752,163.24	7,609,787.87
TOTAL LIABILITIES & EQUITY	9,784,039.97	9,727,416.06

Mid-Columbia Economic Development District
Operations Budget vs. Actual
 July through October 2017

	Jul - Oct 17	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
4000 · Carryover Revenue	352,024.30	377,158.00	-25,133.70	93.3%
4100 · Federal	37,119.30	58,258.89	-21,139.59	63.7%
4200 · State	7,296.64	9,738.50	-2,441.86	74.9%
4300 · Local Match	7,457.73	7,000.00	457.73	106.5%
4400 · Local Assessment	50,034.00	50,034.00	0.00	100.0%
4500 · Contract Reimbursement	97,401.41	116,616.64	-19,215.23	83.5%
4600 · Loan Interest	79,895.50	88,350.64	-8,455.14	90.4%
4700 · Loan Processing Fees	9,315.99	9,296.64	19.35	100.2%
4705 · Loan Filing Fees	900.12	2,622.28	-1,722.16	34.3%
4710 · Loan Late Fee	2,510.06	699.92	1,810.14	358.6%
4750 · Investment Interest	608.85	342.64	266.21	177.7%
4800 · Receipts - Other	1,533.93	1,666.64	-132.71	92.0%
4934 · In-Kind Revenue	0.00	6,119.00	-6,119.00	0.0%
4935 · In Kind - MM	0.00	0.00	0.00	0.0%
Total Income	646,097.83	727,903.79	-81,805.96	88.8%
Gross Profit	646,097.83	727,903.79	-81,805.96	88.8%
Expense				
5000 · Wages	139,576.53	153,010.64	-13,434.11	91.2%
5500 · Fringe Benefits	34,766.90	38,622.28	-3,855.38	90.0%
5700 · Payroll Taxes	12,131.28	12,353.36	-222.08	98.2%
6110 · Travel & Conference	4,479.68	9,199.36	-4,719.68	48.7%
6190 · Event Services	1,151.25	966.64	184.61	119.1%
6200 · Equipment	1,303.20	1,500.00	-196.80	86.9%
6300 · Supplies	5,284.59	8,851.36	-3,566.77	59.7%
6400 · Professional Services	6,567.46	57,561.20	-50,993.74	11.4%
6600 · Communications	4,335.61	5,341.72	-1,006.11	81.2%
6700 · Building Costs	6,207.95	7,804.48	-1,596.53	79.5%
6800 · Bonds & Insurance	1,493.00	3,410.00	-1,917.00	43.8%
6900 · Other Materials & Supplies	2,600.14	4,843.64	-2,243.50	53.7%
9000 · Indirect Spread	0.00	-0.16	0.16	0.0%
9600 · Transfer to/from Source	7,323.61			
Total Expense	227,221.20	303,464.52	-76,243.32	74.9%
Net Ordinary Income	418,876.63	424,439.27	-5,562.64	98.7%
Other Income/Expense				
Other Expense				
7400 · Loan Payment	40,460.00	40,460.08	-0.08	100.0%
7500 · Carryover to Next Year	365,340.39	372,664.00	-7,323.61	98.0%
7600 · In-Kind Contractual	0.00	6,119.00	-6,119.00	0.0%
Total Other Expense	405,800.39	419,243.08	-13,442.69	96.8%
Net Other Income	-405,800.39	-419,243.08	13,442.69	96.8%
Net Income	13,076.24	5,196.19	7,880.05	251.7%

**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT
FY18 PIPELINE**

SPECIAL PROJECTS SUMMARY		ANTICIPATED 2018	SUBMITTED	IN PROCESS	TOTAL	CONFIRMED %
	Special Projects - Anticipated Revenue	449,638	3,500	-	453,138	99.23%
	Budgeted Expenses FY18 (Excludes In-Kind)	456,569				
	Gap/Surplus	(6,931)				
PROJ CODE	SPECIAL PROJECTS DETAILS	FY18	NOTES			
	ANTICIPATED REVENUE					
519	Dallesport CDBG	17,500	Multi-year project			
525	GTA Wind Challenge	24,000	Increase of 2,000 for FY18			
526	MCCFL - CDBG	13,000	Multi-year project			
527	City of Antelope - CDBG	5,000	Multi-year project			
528	DWD Wastewater - CDBG	1,400	Multi-year project			
530	The Dalles Airport - Flex Space	6,000	Multi-year project			
531	AOC/Wasco Co	7,519	Multi-year project			
532	Cider Grant	38,954	Multi-year project			
533	TD Wastewater Plant	13,000	Multi-year project			
534	Crystal Springs	17,000	Multi-year project			
535	Eclipse	5,000				
549	CL-HR Enterprise Zone	2,500				
554	Sherman Co ED	40,000				
	Sherman Co Housing	2,000				
557	GTA Staffing	51,651				
559	Wasco Co EDC	50,000				
560	Oregon Connections	5,000				
570	OEDD Website	700				
571	Mobility Management	87,500	1st year of 2-year grant (includes local match)			
575	GTA Robotics	15,895				
582	HR EDG	7,000				
585	Commute Options	10,000	Contract increase of 2,000 for FY18			
587	HR Drive Less Connect - ODOT	22,465	1st year of 2-year grant (includes local match)			
599	Agora	5,554	Final year of multi-year grant			
536	CGWA Travel Oregon Grant	1,000				
	TOTAL ANTICIPATED REVENUE	449,638				
	PROPOSALS SUBMITTED					
	Columbia Gorge Health Community Grant	3,500				
	TOTAL PROPOSALS SUBMITTED	3,500				
	IN DEVELOPMENT					
	TOTAL IN DEVELOPMENT	-				
	DECLINED					
	TOTAL DECLINED	-				

Memorandum

Date: December 1, 2017
To: MCEDD Executive Committee
From: Amanda Hoey, Executive Director and Carrie Pipinich, Project Manager
Re: Travel Request – CiderCon Attendance

Overview

I am requesting MCEDD Board approval to allow Carrie Pipinich to travel to Baltimore, MD to participate in the CiderCon conference and represent the Gorge Cider Society through dedicated vendor space provided at no cost and in a regional association roundtable with cider industry associations from around the US.

CiderCon is put on annually by the United States Association of Cidermakers (USACM). It is the premier cider industry convention with cideries, researchers, marketing experts, industry partners, and other industry associations attending. It provides staff with an opportunity to better understanding of the broader cider industry, explore marketing strategies that would benefit the Gorge Cider Society and to meet and learn from other regional association leadership.

The USACM has offered to provide a free pass for attendance at the convention for the duration of the event as well as vendor space. This is estimated at approximately \$900 that MCEDD can leverage. However, MCEDD would need to cover travel costs associated with the trip.

Staff proposes using funds from the Specialty Crop Block Grant through the Oregon Department of Agriculture (ODA) to cover travel expenses. This grant is focused on providing staff support and furthering marketing efforts for the Gorge Cider Society. The trip and its purpose fit within the scope of work for the grant and support further development of the Gorge Cider Society. Approval is conditional upon confirmation from ODA.

Expenses:

Flight: Approximately \$350 from Portland to Baltimore.

Hotel: \$600 for four nights

Other: Up to \$250 for miscellaneous travel and meal expenses.

Total anticipated MCEDD cost (from dedicated grant funds): Approximately \$1,200

There are several considerations in planning this travel. This opportunity was presented to the Gorge Cider Society, and staff will explore whether sending an Advisory Committee member for the Cider Society would be the most appropriate route. Additionally, balancing the workload of staff to ensure other projects are addressed during this busy time of year.

Request

All out-of-state (OR/WA) travel not already approved through the budget process must be approved by the MCEDD Board or Executive Committee.

I am requesting approval for the following travel for the staff supporting the Gorge Cider Society to attend Cider Con and represent the region's cideries at the conference if the considerations above are met.

Attending: Carrie Pipinich

Location: Baltimore, MD

Dates: January 30, 2018 to February 2, 2018

Memorandum

Date: November 30, 2017
To: MCEDD Executive Committee
From: Amanda Hoey, Executive Director
Re: University Center Research Assistance

Request

This item is informational only, but provides an opportunity for discussion on the statement of work for the business loan program impact study.

Overview

Annually MCEDD requests assistance through the University of Oregon as our EDA-funded university center for research and technical assistance. This year they accepted two of our projects:

- 1) A school reutilization study to develop a better understanding of what opportunities exist for productive use of buildings previously used as schools and how similar jurisdictions created successful models for their re-use. This project was designed to support our work in Sherman County in particular, but has applications elsewhere in the region. Lead MCEDD contact for the University Center was Jessica Metta. The report was brief and has been completed by the University Center and is available upon request.
- 2) A study of the long-term impact of MCEDD's business loan program. Lead MCEDD contact will be Eric Nerdin as it moves into implementation. Attached is the draft scope of work for this project. This will be a more extensive and involved review than the schools study.

The research for these projects is paid for through the University Oregon's Consulting Group, largely with resources under the Economic Development Administration University Center grant.

**ATTACHMENT A
STATEMENT OF WORK**

Engagement: Business Loan Impact Study	Prepared By: Rich Duncombe, Director OCG
Client: Mid-Columbia Economic Development District	Client Leads: Eric Nerdin: Loan Fund Manager, MCEDD Robert Parker: Director, CSC

Purpose: The Mid-Columbia Economic Development District (MCEDD) and the Community Service Center at the University of Oregon (“Client”) is retaining the University Oregon’s Consulting Group (“University”) for a project to study the long-term impact of MCEDD’s business loan program.

MCEDD’s mission is to promote the creation of family-wage jobs, the diversification of the economic base, and the growth, development, and retention of business and industry within their five-county district. MCEDD was formed in 1969 by its member counties. It received federal designation as a District from the US Economic Development Administration in 1970.

The MCEDD has provided over 230 loans to 200+ businesses with favorable rates, terms, and requirements. Currently, there are about 60 businesses with MCEDD loans. About 150 businesses have utilized MCEDD’s loans over the last decade.

Opportunity: The MCEDD has good visibility to how their loans are benefiting businesses while participating in the loan program, including case studies shared at their quarterly meetings. The issue is that the economic impact of these loans becomes less clear after the businesses are no longer in the program.

Overarching Goal:

The overarching goal of the University project is to gather information from as many of the MCEDD current and past participants as possible to develop a holistic perspective on how the loan program contributed to economic growth. The key steps include:

1. Conduct research to understand the loan program and to identify survey examples for other similar programs.
2. From the above research, develop a survey tailored for the target businesses.
3. Distribute the survey to capture as much quantitative information as possible.
4. Analyze the survey results to identify themes that indicate needs, areas of satisfaction and dissatisfaction.
5. Recommend ideas for how MCEDD could increase their contribution to economic development through their loan program.

Key Steps:

Conduct Background Research:

1. Meet with the OCG research librarian to obtain secondary information regarding similar government non-profit lending programs. Identify any relevant surveys conducted by these programs.
2. Review information from MCEDD on the program approach and effectiveness.
3. Interview Professors to gather suggestions on the overall survey objectives, architecture, and questions.
4. Compile a list of the best approaches from the above research.

Develop Survey:

1. Determine the target audience(s) for the survey (i.e., CEO, CFO).
2. Develop a prioritized list of information to be gathered from the survey.
3. Develop the Qualtrics survey logic with questions and get client approval.
4. Write the survey.
5. Test the survey with the CSC and MCEDD and several businesses currently in the loan program to ensure

that the language and flow will capture the intended information.

Distribute Survey:

1. Distribute the survey to the target groups utilizing client supplied contact information.
2. Monitor response rate over a three-week period.
3. Intervene with alternative methods to gain survey engagement.
4. Approximately at week 7, capture the initial data for analysis while keeping the survey open.

Analyze Survey Results:

Analyze the survey results to identify themes that indicate needs, areas of satisfaction and dissatisfaction.

Recommendation:

Based on the above data and analysis, make a recommendation on the following:

1. Areas of strengths that contributed to the businesses success
2. Issues that limited the businesses success
3. Issues associated with the MCEDD loan program that limited the businesses success
4. Ideas for ideas for how MCEDD could increase their contribution to economic development through their loan program.

Client Responsibility:

1. Client agrees to provide access to experts and documents relevant to understanding the project history, current state and other accessible material that would accelerate the project deliverables.
2. The client provides contact information for the survey recipients.
3. Client agrees to participate in weekly meetings to guide the University team on behalf of maximizing the value of the project for the business and the students.

Approach:

1. Secondary Research – the University will utilize the research data sources available at the University of Oregon and Client provided data sources to discover and synthesize information for the Client project.
2. Primary Research – the University will utilize in-person or phone interviews with sources to gain further insight into the project. To the extent possible, the Client will provide specific suggestions for people for the University to contact. The University will also independently initiate contact with people as needed.

Promotion:

At the Client's sole discretion, the University requests permission to create and share the below endorsements from the Client, written by the Strategic Communication office at the Lundquist College of Business and approved by the Client.

1. A summary (several sentences and logo) about the project for the Oregon Consulting Group Project Portfolio page on the website
2. A story (several paragraphs) with Client quotes about the project, impact and the services provided by the Oregon Consulting Group for the University e-News publication.

Project Timeline and Roles			
Phase	Description	University Role	Client Role
OCG Start: Week of Jan 8, 2018	Internal Project Start <ul style="list-style-type: none"> Review Statement of Work and Client background information Align Work Plan to deliver the project outcomes 	<ul style="list-style-type: none"> Select PM Form team Prepare Work Plan 	<ul style="list-style-type: none"> Coordinate Client Kickoff Meeting
Client Kickoff: Week of Jan 15, 2018	Face to Face Meeting <ul style="list-style-type: none"> Jointly align Work Plan to deliver the project outcomes Introduce team Establish meetings/communication 	<ul style="list-style-type: none"> Team starts project research Prepare Kickoff Meeting materials Initial list of needed data and interview contacts from client 	<ul style="list-style-type: none"> Assign Business primary contact and stakeholders Identify resources needed for project
Research: Weekly Status Meetings from Weeks of Jan 15 through March 5	Either Face to Face or Webinar <ul style="list-style-type: none"> Review previous weeks progress Address questions to improve the outcomes as the project unfolds Identify/resolve resource issues Align plan for the next week 	<ul style="list-style-type: none"> Prepare status update Identify questions and requests Propose plan for next week 	<ul style="list-style-type: none"> Review material in advance if provided Actively engage to improve the value of the outcomes
Mid-Point Review: Ideally Week of Feb 5, 2018	Face to Face Meeting if possible <ul style="list-style-type: none"> Review the preliminary project results to date Adjust as needed to deliver the most value Align plan for remainder of project 	<ul style="list-style-type: none"> Provide status and results summary Identify questions and requests Propose plan for next week 	<ul style="list-style-type: none"> Review material in advance if provided Actively engage to improve the value of the outcomes
Final Presentation: Week of March 5, 2018	Face to Face Meeting <ul style="list-style-type: none"> Review Statement of Work Present final outcomes Identify future opportunities 	<ul style="list-style-type: none"> Prepare presentation Archive files Deliver and share insights with Client Capture changes for final report. 	<ul style="list-style-type: none"> Bring in decision makers to actively engage students Where appropriate, share how Client plans to use the University work
Final Report: One week after Final Presentation	<ul style="list-style-type: none"> Email revised presentation, Report, and detailed notes Close Project Receive project feedback If agreed, prepare project page and/or E-News story 	<ul style="list-style-type: none"> Send final report and Client feedback survey Send request for web E-News story of project 	<ul style="list-style-type: none"> Provide survey feedback If agreed, provide permission for E-News story when available

MEMORANDUM

Date: December 1, 2017
To: MCEDD Executive Committee
From: Amanda Hoey, Executive Director
Re: Policies and Activities for Transportation Transfer

Overview

The MCEDD Board authorized staff to proceed in the transfer of the LINK public transportation system to MCEDD. In order to do so, there are a couple of required Department of Transportation policies to which we must adhere. We have a number of those policies already in place due to MCEDD operations or our work with Mobility Management. Those without changes include our Title VI policy and public records policy. Certain policies require adoption or updates, including our Personnel Policy to incorporate Drug/Alcohol testing requirements, and DMV notification authorizations and a variety of other modifications.

Request

The policy revisions are being drafted by MCEDD staff to present at the meeting. The MCEDD Executive Committee will be asked to review the policy documents and make a recommendation to the full MCEDD Board for adoption.

Memorandum

Date: December 1, 2017
To: MCEDD Executive Committee
From: Amanda Hoey, Executive Director
Re: MCEDD Transportation Administration Board Positions

Overview

The MCEDD Transportation Administration Board (TAB) was created by board resolution at our last meeting. It is intended to operate MCEDD's regional transportation initiatives as well as the LINK transportation system, under board-adopted policies and procedures.

This unpaid committee is composed of at least three (3) MCEDD Board members and up to four (4) non-board transportation advocates. The following have expressed interest in serving as members of the initial TAB:

- Rod Runyon, MCEDD Board
- Dana Peck, MCEDD Board
- Perry Thurston, MCEDD Board
- Tyler Stone, non-board transportation advocate, Wasco County
- Steve Lawrence, non-board transportation advocate, City of The Dalles

Recommendation:

The MCEDD Executive Committee is asked to make a recommendation to the MCEDD Board of individuals to serve on the MCEDD Transportation Administration Board. Final appointments are made by the full board at the annual meeting.

Memorandum

Date: December 1, 2017
To: MCEDD Executive Committee
From: Amanda Hoey, Executive Director
Re: LINK Asset Transfer

Request

Review the draft resolution and recommend adoption to the MCEDD Board of Directors. This resolution would provide the necessary formal approval for transfer of the public transportation assets connected to the LINK public transportation from Mid-Columbia Council of Governments (MCCOG) to MCEDD.

Background

This resolution is required by the Oregon Department of Transportation (ODOT) to initiate the transfer. MCCOG has approved a similar resolution. The language includes required language to satisfy ODOT and the Federal Transit Administration (FTA). Valuations of the federal interest which are included in the asset list attached to the resolution have been provided by ODOT.

Attachments:

- Draft Resolution 2017-6



DRAFT RESOLUTION 2017-6

**Approving Transfer of Public Transportation Assets from
Mid-Columbia Council of Governments to Mid-Columbia Economic Development District**

WHEREAS, the Mid-Columbia Council of Governments (MCCOG) will cease providing public transportation services on January 31, 2018; and

WHEREAS, MCCOG is seeking to transfer all assets and resources that support the operation of public transportation services to an eligible recipient for the continuation of the service; and

WHEREAS, the Mid-Columbia Economic Development District (MCEDD) is an eligible entity to receive these assets and to continue operations of public transportation services previously operated by MCCOG, and has expressed interest in obtaining those services from MCCOG; and

WHEREAS, upon approval from the Oregon Department of Transportation Rail and Public Transit Division (ODOT RPTD) and formal approval by MCCOG to transfer the assets shown in Attachment A and all responsibilities associated with the assets to MCEDD (said assets to include eight vehicles, a transit center, and electronic equipment); and

WHEREAS, these assets were purchased with funds from the Federal Transportation Administration (FTA) and ODOT RPTD; and

WHEREAS, the FTA retains an interest in seven of the eight vehicles, as they have not fully met established useful life standards for age and miles, and ODOT RPTD retains an interest in all of the vehicles as a first-lien holder until the vehicles are disposed, regardless of useful life. These vehicles may be transferred with prior approval from ODOT RPTD; and

WHEREAS, the FTA retains an interest in the transit center as it has not met established useful life standards for age. A restrictive covenant must be carried with the property assuring non-discrimination during the useful life of the property and stating that structures located on the property shall be solely used to support passenger transportation services that primarily benefit persons within Wasco County, Oregon. The transit center may be transferred with prior approval from ODOT RPTD; and

WHEREAS, the equipment may be transferred with prior approval from ODOT RPTD, and

WHEREAS, ODOT RPTD will oversee the transfer of these assets to MCEDD and will require the MCEDD to include these assets in MCEDD's equipment inventory records and to maintain the assets in accordance and compliance with the FTA and ODOT RPTD requirements.

NOW, THEREFORE, BE IT RESOLVED, that MCEDD intends to accept the transfer of these assets and their associated responsibilities from MCCOG on January 31, 2018, and to fulfill all obligations and execute all necessary documents and restrictions to complete the transfer.

ADOPTED THIS 14th DAY OF DECEMBER, 2017.

ATTEST:

MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT

Lauren Hernandez, Office Administrator

Ken Bailey, Chair

Attachment A: Assets to Transfer from Mid-Columbia Council of Governments to Mid-Columbia Economic Development District

Table 1: MCCOG Assets for Transfer to MCEDD

Vehicle Identification Number	Year	Make/ Model	Date Placed in Service	Minimum Useful Life	Remaining Federal Interest Based on Miles
1FD4E4FS9ADA01293	2010	Ford Eldorado Aerotech 220	12/10/2009	5 years / 150,000 miles	\$10,988.24
1FD4E4FS5ADA01291	2010	Ford Eldorado Aerotech 220	12/29/2009	5 years / 150,000 miles	\$6,790.69
1FD4E4FS7ADA01292	2010	Ford Eldorado Aerotech 220	12/29/2009	5 years / 150,000 miles	\$11,764.19
5TDJK3DC7BS007564	2011	Toyota Sienna	8/18/2010	4 years / 100,000 miles	\$10,394.96
1FD4E4FS5BDA56051	2011	Ford Glaval	7/5/2011	5 years / 150,000 miles	\$15,967.88
1FD4E4FS7BDA56052	2011	Ford Glaval	7/5/2011	5 years / 150,000 miles	\$27,947.98
1FD4E4FS3EDA05698	2014	Ford Elkhart EC11	2/11/2014	5 years / 150,000 miles	\$28,363.73
2D4GP44L56R768404	2006	Dodge Caravan	10/1/2006	4 years / 100,000 miles	No remaining interest – past useful life in years and miles

Table 2: MCCOG Facilities for Transfer to MCEDD

Facility	Lot Size/Acres	Square Footage	Date Placed in Service	Useful Life Date	Remaining Federal Interest
Transit Center 802 Chenoweth Loop Rd, The Dalles, OR 97058	2.01	3,652	6/1/2016	6/1/2056	\$1,216,060

Table 3: MCCOG Equipment for Transfer to MCEDD

Equipment	Serial Number	Date Placed in Service	Useful Life Date	Remaining Federal Interest
MS Win Server 2008 R2	License	6/27/2013	6/27/2018	No remaining interest – Valued at less than \$5,000
IBM Rackmount Server Xen 6C ES-2420 80W	KQ8R8HN	6/27/2013	6/27/2018	No remaining interest – Valued at less than \$5,000
Quantum LTO-5 HH Tape Drive	HU1324W6RS	6/27/2013	6/27/2018	No remaining interest – Valued at less than \$5,000

Memorandum

Date: November 29, 2017
To: MCEDD Executive Committee
From: Amanda Hoey, Executive Director
Re: MCEDD 2018 Meeting Schedule

Request

Attached is the draft 2018 MCEDD meeting schedule which follows the format of prior years for the MCEDD Board of Directors meetings and Executive Committee meetings. As it has been a number of years since our last full review, I wanted to discuss with the committee and verify:

- Schedule dates and times.
- Location. In our past history the board rotated meetings between all five counties. Over the past few years, the board has elected to rotate back and forth between Oregon and Washington but keep to the center of the region. Meetings thus have rotated between Hood River and Bingen/White Salmon. Benefit: consistency, centrality. Trade-off: the board does not travel to see all communities we serve. I would like to confirm the location rotation is still appropriate or if a change is needed.



Mid-Columbia Economic Development District

2018 MCEDD Board Meeting Schedule

* all meetings are held from 4:00 to 6:00 p.m. unless otherwise noted

Date	Location
Thursday, February 22, 2018 <i>Note: CEDS Project Prioritization</i>	Klickitat County
Thursday, March 22, 2018 <i>Note: Budget Process Approval, CEDS Adoption</i>	Hood River County
Thursday, June 14, 2018 <i>Note: FY 2018 Budget Adoption</i>	Klickitat County
Thursday, September 20, 2018 <i>Note: Annual Meeting, Elections</i>	Hood River County
Thursday, December 13, 2018 <i>Note: Audit Report</i>	Klickitat County



Mid-Columbia Economic Development District

2018 MCEDD Executive Committee Schedule

Meets the first Wednesday of each month at 4:00 p.m. unless otherwise noted
MCEDD office or Teleconference number: 1-866-755-7677. Passcode: 799986.

Wednesday, January 3, 2018	Wednesday, July 11, 2018
Wednesday, February 7, 2018	Wednesday, August 1, 2018
Wednesday, March 7, 2018	Wednesday September 5, 2018
Wednesday, April 4, 2018	Wednesday, October 3, 2018
Wednesday, May 2, 2018	Wednesday, November 7, 2018
Wednesday, June 6, 2018	Wednesday, December 5, 2018



Mid-Columbia Economic Development District

MCEDD Loan Administration Board Schedule

Meets the first and third Tuesday of each month at 8:00 a.m.
MCEDD office or Teleconference number: 1-866-755-7677. Passcode: 799986.



Executive Director’s Report
Prepared for December 2017 Executive Committee Meeting
The following are primary activities of MCEDD in November 2017.

Business Assistance Division

- The Columbia River Gorge Oregon Investment Board approved funding for:

Table with 3 columns: Client, Loan Amount, Purpose. Rows include Romul’s West, LLC; 15 Mile Ventures, LLC dba Freebridge Brewing; Good Medicine, LLC.

- MCEDD/OIB staff is collaborating with the Skamania EDC/Washington Investment Board to have their application match our streamlined loan application.
Oregon Governor Brown’s Eagle Creek Recovery Council sent a letter to the congressional delegation encouraging support for obtaining the remaining authorized, unappropriated funds for the Oregon and Washington Investment Boards.
The MCEDD Loan Administration Board re-elected officers with Scott Clements as chair and Bob Hamlin as vice-chair.
Since the last report, the MCEDD Loan Board/staff has approved:

Table with 3 columns: Client, Loan Amount, Purpose. Rows include Diesel Athletics, LLC; Bend in the Road, LLC; F&B1, dba Pita Pit; 15 Mile Ventures, LLC dba Freebridge Brewing.

- The increase in loan activity is bringing down the available to loan balance to approximately \$750,000.
The US EDA is anticipated to soon release the Final Rule implementing the transition to an RLF risk-based performance system for programs using their funding.
Payoffs: Old Stone Events provided early payoff of their loan. The business was sold and the new owners also obtained financing through MCEDD for The Riv.

Economic Development Administration, Regional Economic Development

- Legislative Updates: Our national association, NADO, provides regular calls with members to discuss federal activities that impact our programs. Jessica Metta participated in the last legislative update. Given that the continuing resolution is set to expire December 8, 2017, the Association will schedule the next call quickly if needed.
- NADO received USDA funding to research solutions to challenging rural transportation needs in certain areas of the country. They included research of the transportation needs in the vineyard and winery cluster in eastern Klickitat County as part of their scope of work. NADO will conduct the research necessary to develop options and recommendations for transportation solutions. MCEDD is partnered with Klickitat County Economic Development on this work and Kathy Fitzpatrick will be our lead staff and point of contact.
- The Annual Economic Symposium was well attended with more than 100 individuals participating in the conversation. Presentations are now posted and available at: <http://www.mcedd.org/strategy/get-involved/economic-symposium/>. The event was followed by a tour of SDS Lumber and WKO, coordinated by the Skamania EDC for state and legislative staffers. The annual symposium featured:
 - Welcoming Remarks: Ken Bailey, MCEDD Chair and Orchard View Farms
 - Keynote Speaker: Jason Spadaro, SDS Lumber, Discussing Trends in the Regional Economy
 - Regional Economist Dallas Fridley presenting the most recent data on employment, wages and growing and declining industries.
 - Panel Session: Relevance of the forest and wood products sector. Moderated by Lisa Naas-Cook. Includes Jon Paul Anderson (High Cascade/WKO Inc), Jay McLaughlin (Mount Adams Resource Stewards), Jeff Nelson (Nelson Brothers Engineering), Trevor McConchie (Washington DNR), Emily Platt (US Forest Service), Bob Sourek (Bear Mountain Forest Products) and Wayne Vineyard (Port of Klickitat, retired Hancock Timber Resource Group)
 - Summary and Connection to the regional strategy. The latter was abbreviated given the time available. Our intention is to use the information from this session to draft a more detailed forest products section of the regional strategy and to update the demographics section. ***Recommendations from the Executive Committee on how we build from the annual symposium are welcomed.***
- Rural Broadband Capacity Pilot Program: The Oregon legislature approved funding for this program and requests for information have circulated. Carrie Pipinich developed a response for MCEDD to seek utilization of the funds to further a regional broadband strategy and further develop strategies for supporting utilization of these technologies. Carrie is also supporting conversations of other submissions from regional partners.
- The next Gorge Broadband consortium meeting is scheduled for Friday, December 15, 2017 at 10:00 am in The Dalles.



Panel at the 2017 Symposium

Project Management; Industry Development; Grant Administration

- The Columbia Gorge Bi-State Renewable Energy Zone will host a joint meeting with the Community Renewable Energy Association in December. CGBREZ will discuss a repowering memo drafted by the government affairs specialist. CREA is scheduled to approve a transfer of financial management from MCCOG to MCEDD.

- Sherman County Economic Development: Jessica Metta continues as lead staff under this contract.
 - Jessica and Carrie Pipinich have been working with the cities of Sherman County to discuss a collective broadband RFP for development of last mile fiber infrastructure.
 - Jessica developed an application to the Ford Family Foundation for Wasco School facility improvements. The application was declined, with an opportunity to resubmit following demonstration of more extensive community match.
 - The City of Rufus reached out to staff to discuss finance management services which are currently offered through MCCOG. Siri Olson and I met with their staff and the mayor to discuss the services provided and needed. Jessica is providing further support in researching obligations for their current infrastructure and city systems.
 - Jessica continues work with the John Day River Territory to install kiosks.
 - Jessica is coordinating with Sherman County planning and community development in working with jurisdictions on priority projects to be incorporated in the next CEDS update.
- Wasco County: Carrie Pipinich continues as lead staff under this contract. Activities include:
 - Carrie provided support for a broadband application to the Columbia Gorge Health Council Community grants to connect the Clinic, the dental office, and Canyon Rim Senior Living to a high speed fiber optic network.
 - Carrie is supporting the City of Dufur in a number of projects, including a funding award for pedestrian improvements to improve safety around Dufur School.
 - At the next Wasco County EDC meeting, the Commission will discuss the current Enterprise Zone an options for potential expansion.
- Hood River Economic Development Group: This month the group toured Duckwall Fruit's pear packing facility in Odell. Thank you to board member Bob Benton for the connection. MCEDD staff will be participating with the Port of Cascade Locks as they work through their EDA-funded airport study.
- Grant Administration/Labor Standards projects continue with Jacque Schei as lead staff.
 - The Columbia Gorge Regional Airport flex space project is nearing completion and construction is expected to be done in mid to late December.
 - The City of The Dalles wastewater project's end date has been pushed back to March 2018 but is proceeding.
 - The Mid-Columbia Center for Living's (MCCFL) project is temporarily on hold as the bids came back too high. The County is working with MCCFL to determine next steps which will include a re-advertisement for a request for bids at some point in the next several months. This may include a redesign of the building.
 - Antelope's water system project is on hold to address cultural resource issues.
 - Dallesport Water District adopted the wastewater plan.
 - For Dallesport Water District's water improvement project, Phases I, II and the well drilling of Phase III are complete and work on the final phase (well and well improvements) started in late September.



Duckwall Fruit Tour

- Gorge Technology Alliance: Jessica is lead staff working on the following:
 - The FIRST LEGO League Robotics Tournaments take place on December 2, 9 and 10. These are local qualifying tournaments for students from around the Gorge ages 9 to 14 who have been working on their robots and research projects over the last few months.
 - GTA Members (*this includes you, MCEDD Executive Committee member!*) are invited to the GTA's annual Winter Party and Awards Ceremony on December 12th. Enjoy dinner, networking and announcement of the 2017 Tech Leader and Tech Organization of the year.
- Commute Options increased their contract with MCEDD to provide Kathy Fitzpatrick additional time for dedicated employer outreach. She has already seen a 70%-100% growth in the numbers of active employees of the targeted existing partners. Kathy will be working with CGCC on a student plan next year and is seeking to secure North Wasco County School District as a Commute Options partner.
- Kathy Fitzpatrick is working with the Oregon transportation providers on submission for ODOT discretionary funds, including conversation with Sherman County Transit on their need for a bus barn.
- Kathy submitted the large grant application to Travel Oregon on behalf of the coalition of communities seeking to complete their Gorge Hubs. The application was declined, but the partnership continues to discuss opportunities for other funding sources.
- Kathy is working with the Gorge TransLink on a website redesign and also securing funding for the "Everybody Rides Campaign" which will enhance awareness of available public transportation resources throughout the five county region. MCEDD submitted an application for a grant to the Columbia Gorge Health Council and it has reached the final level for approval.



*Farewell Sherry!
(pictured with her
husband, Steve)*

Operations

- **Personnel:** MCEDD welcomes Lauren Hernandez as our new Office Administrator. Her first day in the office is scheduled for December 7, 2017. Sherry Wickert retired November 30, 2017. We wish her well!
- **Training/Conferences:** Kathy Fitzpatrick attended ODOT grant management and reporting training. She also represented MCEDD and transportation providers at the recent Washington DOT economic vitality workshops. Siri Olson attended WSDOT training. Siri attending NADO EDA workshop. Oregon Business Summit: I will attend
- **Training option:** Portfol (our loan management software) is offering will be conducting a two day training in Beaverton in February. This training will explore features added from the most recent upgrade and other useful, yet potentially under-utilized tools. The training is expected to cost approximately \$1,000 with an opportunity to send as many individuals from MCEDD under that registration as we would select. Staff will be analyzing the option to participate as there would be benefit to newly hired staff and our existing Loan Fund personnel.
- **Four Rivers 501c3 and MCEDD Oregon Center 501c4:** MCEDD staff met with MCCOG staff to discuss the transition of the Four Rivers 501c3. Staff has sent a message to our 501c4 members to discuss retention or dissolution of the entity following adoption of the 501c3.

Next Full Board Meeting: Thursday, December 14, 2017 at 4 pm in Hood River.

Congress of the United States

Washington, DC 20510

November 21, 2017

The Honorable Sonny Perdue
Secretary
U.S. Department of Agriculture
1400 Independence Ave., S.W.
Washington, DC 20250

The Honorable Mick Mulvaney
Director
Office of Management and Budget
725 17th Street NW
Washington, DC 20503

Dear Secretary Perdue and Director Mulvaney:

We write to you today regarding the Columbia River Gorge National Scenic Area (Scenic Area), which spans the Columbia River Gorge in southern Washington and northern Oregon. We ask that you include funding for economic development grants for the Scenic Area in your Fiscal Year 2019 Budget Request.

The Columbia River Gorge National Scenic Area Act, passed in 1986, aims to protect the nationally significant Columbia River Gorge for future generations. This 292,500 acre area, spanning the Columbia River from the mouth of the Sandy River, past the mouth of the Klickitat River, and to the mouth of the Deschutes River, is renowned for its spectacular beauty and is a popular destination for travelers, business professionals, and tour groups alike. The Scenic Area encompasses an incredible combination of ecosystems, wildlife, farmland, cultural sites, and communities.

Unfortunately, this area did not escape the wrath of this year's devastating fires when, on September 2nd, the Eagle Creek fire started near the community of Cascade Locks, OR. The fire quickly spread and even crossed over the Columbia River where it started burning near Skamania, WA. The Eagle Creek fire threatened homes and businesses, forced the evacuation of communities, shut down major roads and Interstate 84 for weeks, and choked the air with smoke. This fire also started during Labor Day weekend, which is one of the busiest weekends for businesses, and the economic loss will affect the Scenic Area in the years to come.

When the Columbia River Gorge National Scenic Area was enacted, the law required that the federal government provide the Scenic Area with economic development grants. These grants are given to the Oregon and Washington Investment Board and the funds are evenly split between Oregon and Washington. However, the federal government is still authorized to provide the Scenic Area with \$2 million.

As the region begins to recover, it is important that the federal government work to meet the obligations agreed upon when the Columbia River Gorge was designated as a National Scenic Area. The \$2 million could provide businesses with low-cost loans to help address lost revenue and cover unexpected expenses that arose from the fire. The funds could also help repair vital infrastructure that tourists rely on for recreational activities like hiking, biking, camping, and

fishing. The sooner these repairs are made the faster these communities can get back on their feet. This is critical given that the region attracts over 2 million annual visitors through unique recreational activities and tourist attractions, generating significant economic activity in the region.

As you continue to work on your Fiscal Year 2019 Budget Request, we encourage you to include the \$2 million in economic development grants. This will not only fulfill the federal government's obligation, it will help recover the region's economy and promote future economic development. In addition, we encourage the USDA to use economic development programs and accounts under USDA Rural Development's purview to allocate these funds to the Oregon and Washington Investment Board. Thank you for your consideration of our request.

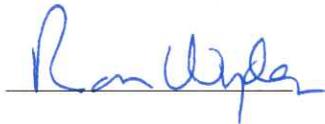
Sincerely,



Jeffrey A. Merkley
United States Senator



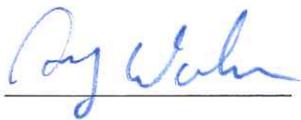
Patty Murray
United States Senator



Ron Wyden
United States Senator



Maria Cantwell
United States Senator



Greg Walden
Member of Congress



Jaime Herrera Beutler
Member of Congress



Earl Blumenauer
Member of Congress