



Mid-Columbia Economic Development District

**Executive Committee Meeting**  
**Wednesday, August 4, 2021**  
**4:00 P.M.**

MCEDD, 802 Chenoweth Loop Road, The Dalles, OR 97058  
Or via Zoom video conference (access information on next page)

**AGENDA**

<b><u>Topic</u></b>	<b><u>Estimated Time</u></b>	<b><u>Item</u></b>
Call to Order, Introductions		
Executive Committee Minutes <i>June 2021</i>	2 minutes	Approval
EDA ARPA Funding Opportunities <i>Guest Wes Cochran, Oregon EDR</i>	10 minutes	Information
Finance Report	5 minutes	Acceptance
CEDS Process Update	5 minutes	Information
Gilliam County Interest	10 minutes	Discussion
Grant Approval: SBA Community Navigator	5 minutes	Approval
Deputy Director Reports	10 minutes	Information
Executive Director Report	5 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 the MCEDD office at 541-296-2266 (TTY 711) at least 48 hours before the meeting.

MCEDD is an equal opportunity lender, employer and provider.

MCEDD is inviting you to a scheduled Zoom meeting.

Topic: MCEDD Executive Committee Meeting/ Four Rivers Meeting

Time: August 4, 2021 04:00 PM Pacific Time (US and Canada)

**Join Zoom Meeting**

<https://zoom.us/j/91371958366?pwd=MEpTWFQ2WnBubmFqT2pnZjh0UW5pZz09>

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**MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT  
EXECUTIVE COMMITTEE MEETING  
WEDNESDAY, JUNE 2, 2021  
4:00 PM  
ZOOM TELECONFERENCE**

**ATTENDANCE**

*Attending:* Bob Hamlin, Eric Proffitt, Ken Bailey, Leana Kinley, Joe Dabulskis, Dave Sauter, Steve Kramer

*Staff:* Jessica Metta (Executive Director), Dana Woods (Finance Manager), Lauren Hernandez (Office Administrator), Jill Brandt (Administrative Assistant), Carrie Pipinich (Deputy Director of Economic Development), Kate Drennan (Deputy Director of Transportation)

**CALL TO ORDER**

Bob Hamlin called the meeting to order at 4:01 p.m. A quorum was present. A round of introductions took place.

Steve Kramer requested action items needing his input to be discussed first, as he needed to leave early in order to attend another meeting. The meeting agenda order was revised accordingly.

**REGIONAL INITIATIVES**

Jessica Metta reported staff has been involved with several regional conversations where a role for MCEDD has been highlighted. She requested Executive Committee feedback on engaging in these initiatives.

**Transportation**

At the April meeting of One Gorge, discussion focused on the need for a regionally coordinated list of priorities for all forms of transportation in preparation for anticipated federal funding. In 2016, there was a similar desire from regional partners. At that time, MCEDD convened a new initiative that we called Connect Mid-Columbia. Regional partners met over five months to:

- Inventory and prioritize transportation project needs and regional issues;
- Develop regional consensus and provide a mechanism to jointly advocate for regional priorities.
- Provide a space to inform and educate about projects, funding options and upcoming issues.
- Enhance the regional Comprehensive Economic Development Strategy as a tool to promote high priority transportation projects or issues to state/ federal funders.

In 2016, this work ended just as the full CEDS update was beginning. Jessica stated she brought up the idea to the CEDS Steering Committee to refresh the Connect Mid-Columbia initiative in coordination with the full CEDS update, and they were supportive. Some of the same partners would be engaged for both Connect Mid-Columbia and the CEDS update. Jessica noted there could be some capacity concerns with staff to do both simultaneously, but it feels like MCEDD should address the regional need.

*Discussion:* Steve Kramer said the Gorge Commission does not have the bandwidth or staff to address this adequately. Ken Bailey also agreed that the Gorge Commission staff is overtaxed without adding this workload. Ken pointed out that this type of regional

*coordination is MCEDD's wheelhouse. Leana Kinley agreed and asked if there was a way to put out an educational piece. Jessica responded that the output of Connect Mid-Columbia can be brought together and presented by MCEDD quickly and easily. She added that there is interest as well as a big list of projects for federal funding that are both driving the need to move this into MCEDD's workload and away from the Gorge Commission.*

## **Housing**

Jessica explained that the CEDS public sessions, much of the conversation has been about the housing availability and affordability issues. This is also one of the top issues in the COVID-19 Needs Assessment that we recently completed. There has been some suggestion of MCEDD getting involved in convening conversations to support solutions to the problems. MCEDD has not traditionally had much of a role in housing, partly because of a lack of funding to do the work since our EDA grants do not support housing.

Currently the Mid-Columbia Housing Authority, Mid-Columbia Community Action Council and Washington Gorge Action Program are all advancing an affordable housing forum and MCEDD could align and/or support these efforts. Mid-Columbia Housing Authority welcomes MCEDD's involvement and encourages a focus on "needed housing" versus workforce or affordable housing to highlight development of housing at levels that our existing workforce can afford. Jessica noted her thought is to request contributions from MCEDD's five counties of ARPA funds to support our work in this.

*Discussion: Jessica suggested that MCEDD can use CARES funds to convene activity focused around this topic because this is the #1 priority project listed on the Needs Assessment. Jessica added that she is aware that other EDDs are also focused on this work. Some thoughts to organize funding to begin this work would be to ask MCEDD's counties if they would be interested in having this be a broader regional project. If they agree, then to ask if each participating county will set aside some funding. The convening partners will look at possible solutions. If needed, a consultant would be hired to do more in depth research. Jessica asked the representatives of the counties on this Committee for their input on MCEDD getting involved in the housing conversations and getting ARPA funding.*

*Dave Sauter replied for Klickitat County that he would support this. He added that Housing is the #1 priority in Klickitat County. Dave is also on the Housing Authority Board for the county and explained that the Housing Board can only work within a very narrow focus. He agreed that a regional solution is the only way to make any dent in this problem. He expressed that the magnitude of the problem is worsening and that the county is having trouble with recruitment of staff because any hires from outside the area have no place to live. Dave thought that sharing ARPA dollars to get MCEDD's involvement and support was definitely worth a try to ask.*

*Steve Kramer related his conversation from earlier in the day with his Board, noting that there is a work session scheduled on June 16<sup>th</sup> on housing. He invited Jessica to attend as this issue falls under economic development.*

*Leana Kinley spoke for the City of Stevenson, adding her support for MCEDD's involvement for a regional housing initiative. Affordable housing, and the tools our individual communities have to make progress on this issue, are widely disparate. Leana agreed that this is a regional issue. She explained that Stevenson is considering increasing density in their already populated areas. Not everyone understands that the lack of infrastructure in the county is the underlying issue driving this decision to locate more housing within the city limits. Leana stated that building a better regional picture for why building housing doesn't work in many areas can help our communities work together with a cohesive perspective. This may help to resolve this issue on a bigger scale.*

*Ken Bailey agreed that housing needs to be considered on a regional basis. Any one city or county cannot resolve this in a piecemeal way with their individual resources.*

*Bob Hamlin agreed that regionally a better overview can be developed. He agreed that houses cannot just be built without considering all of the infrastructure needs that accompany any significant increase in housing.*

### **USDA Application**

Jessica stated the application deadline is July 6 for the Funding Opportunity for \$2 million in Rural Business Development Grants. She stated she has been reaching out to partners to inform them of MCEDD's intentions for this fund and to ask that they consider letters of support. Jessica explained that USDA will not allow MCEDD to apply for the funds and pass them through to the Oregon and Washington Investment Boards. She is having conversations about all the possibilities related to who the applicant is and how the funds would be administered, and plans are not yet firm. At this point, Jessica recommended her latest plan was to keep these funds in MCEDD's bank account. Then MCEDD can subcontract with WIB in order to disburse funds to the Washington side. MCEDD can keep the half of this funding that is slated for Oregon and disburse the money through the OIB. MCEDD can also keep funds that will allow Klickitat County the opportunity to apply.

*Discussion: Ken Bailey commented that he supported Jessica to get the money where it needs to go. Dave Sauter agreed. He recommended that Jessica jump through the hoops needed to get the dollars, and then MCEDD can figure out how to get money out appropriately within the guidelines set by USDA. Steve Kramer agreed.*

### **EXECUTIVE COMMITTEE MINUTES**

**Eric Proffitt motioned** to approve the May 2021 Executive Committee meeting minutes as presented. Ken Bailey seconded the motion. The motion carried unanimously.

### **FINANCE REPORT**

Dana Woods presented the financials. Total Cash balance as of 4/30/2021 was \$6,149,192. Accounts Receivable balance was \$404,269.03 and went up significantly, due to quarterly invoices in transportation. Loans Receivable balance increased as one loan was approved in April. Current Net Position was \$12,254,277.93. Total Revenues for the month of April are at 175.6% of budget. YTD revenue is at 155.2% of budget. Total expenses for the month of April are at 88.4% of budget. Vehicle costs were higher than anticipated due to requiring new brakes on two buses.

Dana reported that MCEDD received one response from Pauly Rogers & Co to the Audit services RFP. The response is a higher cost than anticipated. MCEDD was quoted \$33,000 for the year, and the amount increases by \$1,100 each year so that the fourth-year cost will be approximately \$36,000 dollars.

*Discussion: Eric Proffitt asked if there was any room for negotiation. Dana was unsure as she has not done this process before and offered to look into this option. Ken Bailey stated that costs for accountants have gone up for various reasons and reported that there is a lack of accountants in general. In addition, he noted that the cost of staffing is going up. Dana stated that MCEDD's last auditor lost a staff member, which was why they had to discontinue service to MCEDD. Ken asked if it is possible to contract for one year at a time. Dana replied that the RFP requested a four-year contract. She added that it is possible to ask if the respondent is interested in a one-year contract, though she noted that if MCEDD enters into a one-year contract, it would require time and effort to go through the RFP process each year. Leana Kinley noted that the quoted price is reasonable for a private sector contract and doing the whole process again next year will be cumbersome and time consuming. Ken agreed that it would be better to lock in a longer contract now. Jessica Metta pointed out that a multiyear relationship is useful – MCEDD can utilize their financial expertise when needed in between audits. The process for approval was discussed and determined the Executive Committee would make a recommendation for the Full Board to approve.*

**Ken Bailey motioned to recommend accepting the Pauly Rodgers & Co proposal to the MCEDD Board. Leana Kinley seconded the motion. Motion carried unanimously.**

**Eric Proffitt motioned to accept the financials as presented. Joe Dabulskis seconded the motion. Motion carried unanimously.**

*Steve Kramer left the meeting at 4:20pm.*

## **GRANT APPLICATIONS**

### **Resource Assistance for Rural Environments**

Carrie Pipinich, Deputy Director of Economic Development, requested approval to apply for a Resource Assistance for Rural Environments (RARE) participant to serve with MCEDD to continue when Jane Allen, MCEDD's current RARE, leaves. Carrie informed the committee that she is also in the process of submitting an application to the Ford Family Foundation for matching funds to help support this position once the committee grants this request. In order to address the matching requirement, MCEDD would use EDA CARES Act funding.

*Discussion: Dave Sauter asked if MCEDD's portion of the RARE's salary has been included in this year's budget. Carrie responded affirmatively, noting that the cost budgeted for includes the assumption that MCEDD will receive the grant money as well.*

**Eric Proffitt moved to accept the RARE participant grant program. Dave Sauter seconded the motion. Motion carried unanimously.**

### **Oregon Community Foundation**

Carrie Pipinich submitted a request to apply for an Oregon Community Foundation Thriving Entrepreneurs Grant for up to \$25,000. The grant scope would include additional training for MCEDD's Assistant Project Manager working in the loan programs as well as cover staff time from the loan program staff to support this technical assistance. This work would seek to supplement the support provided by the SBDC for broader business counseling and collaborate with the SBDC to ensure there is not duplication of services.

**Eric Proffitt moved to approve** the application for the OCF grant. Ken Bailey seconded the motion. Motion carried unanimously.

### **DEPUTY DIRECTOR REPORT - TRANSPORTATION**

Deputy Director Kate Drennan highlighted the following:

- A new stop was added on the Blue Line at Bargeway Road to serve the Pallet Housing Shelter site.
- The LINK is hiring for a full time and part time bus driver position.
- A second catalytic converter was stolen off of a LINK vehicle. Staff is gathering estimates for the cost of converter shields or cages.
- Wasco County awarded the FTA 5310 funds for public transportation services to MCEDD/ The Link following a competitive procurement process.
- Other grants supporting The Link (FTA 5311, Special Transportation Fund, STIF Formula Funds) have been approved by the Oregon Transportation Commission, but contracts have not yet been received.
- MCEDD will receive funds to continue funding the mobility management work of Kathy Fitzpatrick, along with an additional MCEDD employee to help with program development, deployment, and travel training for The Link and Columbia Area Transit. The same grants will fund Phase 2 of the Gorge Transit Strategy, including a combined \$200k from ODOT and WSDOT for consultant services to assist with the Strategy.
- MCEDD posted an RFP for a statement of services for the GORge Pass Marketing Campaign. The grant includes \$240,000 for consultant services to provide marketing services around regional transit messaging, branding, advertising, creation of collateral, distribution of passes, and so on. The team hopes to select the winning consultant team in early June.
- The Gorge Regional Transit Strategy Phase 1 will be wrapping up a foundations memo to share with stakeholders in late May/early June.
- MCEDD continues to engage in the Vision Around the Mountain effort to better coordinate transit systems around Mt. Hood. The project team is finalizing the framework and implementation strategy. This 2-year contract will need to be approved by full board, the contract will be ready for the consent agenda at the full board meeting on June 17th.

### **DEPUTY DIRECTOR REPORT- ECONOMIC DEVELOPMENT**

Deputy Director Carrie Pipinich highlighted the following:

- The request for enterprise zone redesignation will be filed with the state prior to the existing zone's termination date of June 30, 2021.
- Wasco County received \$360,000 in CARES Act funds from the state to support small businesses affected by the County's move to Extreme Risk starting April 30. Staff worked

with the County to revise the business grant program from December with new priorities based on impacts to sectors in moving to Extreme Risk. Staff implemented the revised program and is processing applications.

- RARE Project Coordinator Jane Allen has finalized the COVID-19 Economic Needs Assessment.
- Staff supported completion of the business training series for the grant period and is working on collecting reporting information. Staff have been working with Immense Imagery to refine previously recorded videos of the training sessions to provide digestible, accessible resources for businesses at their own pace.
- Staff has worked with the Oregon and Washington Broadband Offices to discuss opportunities to increase mapping efforts in Oregon with lessons learned from Washington. This will support our Oregon counties in accessing funding resources available if it moves forward.
- Staff supported the May GTA Board meeting. The meeting welcomed new board members and continued an ongoing discussion of strategic planning goals
- Staff supported the Gorge Women in STEM in a partnership event with the STEM Hub to offer members a viewing of *Picture a Scientist*.
- Staff is finalizing project work plans and an RFQ related to the Meyer Memorial Foundation weatherization and solarize efforts.
- Bids for Biggs Water Project construction of a distribution system will be opened May 27.

### **EXECUTIVE DIRECTOR REPORT**

Jessica Metta highlighted the following from her report:

- The third CEDS Session on May 26 had about 52 attendees. The next meeting on June 30 will develop the SWOT analysis.
- MCEDD wrote letters of support for earmark requests for congressionally directed funding in line with the CEDS as well as a letter of support for Nate Stice, nominated by Governor Brown to serve as USDA's state director for Oregon.
- Israel closed a MCEDD loan of \$100,000 for Invictus Global Services Inc. in Bingen. There are currently two active new business applications and two active attainable housing applications that are working towards being presented for a decision by MCEDD, OIB or MHEA.
- Jessica supported Hood River County in selecting Gil Kelley as a new representative to the Oregon Investment Board.
- There will be a joint meeting of loan boards tomorrow. In attendance will be Scott Clements with LAB, Kevin Waters with Skamania EDC and WIB, Jill Amery with OIB, and Mike Wells with MHEA.
- Jessica has asked remote staff to return to the office two days per week. She asked for feedback on when to resume in-person meetings.

*Discussion: Bob Hamlin offered the current status on meetings in Skamania County. He stated that the County can ask if a person has been vaccinated, but that is all. He offered that in-person meetings will be dependent on how willing people are to say they have been vaccinated. According to the public guidelines, it is ok to hold a meeting if the attendees are vaccinated.*

*Leana Kinley suggested taking a poll at the next MCEDD Board meeting to determine comfort level. She shared current practices in Stevenson and noted the City plans to remain hybrid for the foreseeable future. Leana also noted that the option to be remote opens her ability to attend MCEDD Board meetings because the distance from Stevenson to The Dalles is at least an hour's drive away. She offered that perhaps a mix would be the best combination, with one meeting remote, one hybrid and one in person.*

*Eric Proffitt stated that the restrictions are changing rapidly. It is impossible to predict now. Ken Bailey added that he is comfortable with in-person meetings with the Executive Committee. However, the full Board meeting is harder as there are so many more in attendance. Ken stated that he would prefer to err on the side of caution and wait out the changing of rules over next few months. Ken added that MCEDD has done well with Zoom. The pandemic has given everyone a new way to conduct business that works perfectly well and is more convenient for many participants. Bill Schmitt offered that the Port has gone to no masks at meetings at this point. Jessica reminded the Committee that thanks to the ROI grant, MCEDD has the video conferencing equipment to have hybrid meetings with a group in the conference room as well as the people participating via Zoom.*

**OTHER NEW BUSINESS/ GOOD OF THE ORDER**

No new business.

**ADJOURN**

The meeting adjourned at 4:57 p.m.

*Respectfully submitted, Jill Brandt, Administrative Assistant*



## FINANCIAL SUMMARY

As of June 30, 2021

### Balance Sheet

Total Cash balance as of 6/30/2021 is \$6,231,222.64, a decrease of \$122,677.25 from the previous month. Accounts Receivable (1202) balance is \$166,386.08, of which 64% is made up of Transportation related quarterly invoices. Loans Receivable (1300) decreased slightly from the prior month simply due to receipt of scheduled loan payments. June principal payments totaled \$36,054.91. Current Net Position is \$12,036,949.63.

### Operations Budget vs. Actual

Total Revenues for the month of June are at 88.2% of budget. YTD revenue is at 87.8% of budget. The main budget shortfall is in the 4100-Federal Income line item, and is due to the full amount (\$770,000) of EDA CARES funds budgeted as revenue. Total expenses for the month of June are at 294% of budget, with the overage being attributed to the Wasco County Small Business Relief Grants being issued in the month of June. The YTD budget vs actual paints a little bit of a different picture with expenses being at 90.7% of budget. The YTD budget vs actual takes into account the supplemental budget adjustments that were made at the June meeting. Personnel expense is over budget for the month of June due to a year-end journal entry to move wages paid on 7/9/21 into the correct fiscal year, yet still under budget YTD.

### Other Updates

- The majority of the information requested by Caselle has been provided. We are now just waiting for our turn in the queue.
- Jessica has signed the engagement letter with Pauly, Rogers and Co., P.C. We have started providing documentation they requested and have our preliminary audit work scheduled for the week of August 30<sup>th</sup>. ***Staff would like to confirm we do not intend to meet the GASB 75 requirements as the Board has directed in the past.***

Respectfully Submitted,

Dana Woods  
Finance Manager

## Mid-Columbia Economic Development District

## Balance Sheet

As of June 30, 2021

	Jun 30, 21	Jun 30, 20
<b>ASSETS</b>		
<b>Current Assets</b>		
<b>Checking/Savings</b>		
<b>1000 · Bank Demand Deposits</b>		
<b>1010 · MCEDD Checking</b>		
10372 · MCEDD Micro Loan Checking	10,480.00	2,620.00
10601 · LINK Cash	51,482.72	-93,052.60
1010 · MCEDD Checking - Other	115,211.70	202,368.65
<b>Total 1010 · MCEDD Checking</b>	177,174.42	111,936.05
<b>1015 · MCEDD MM</b>		
15372 · MCEDD Micro Loan MM	4,729.51	5,291.88
15601 · LINK MM	458,001.45	258,001.45
1015 · MCEDD MM - Other	134,964.40	74,828.48
<b>Total 1015 · MCEDD MM</b>	597,695.36	338,121.81
<b>1020 · IRP</b>		
1021 · IRP - Sherman	96,469.68	88,475.92
1022 · IRP - WA	61,426.01	30,099.62
1020 · IRP - Other	91,797.10	117,322.87
<b>Total 1020 · IRP</b>	249,692.79	235,898.41
<b>1030 · Loan Funds</b>		
1036 · EDA RLFs	497,360.41	203,023.67
1045 · Reg Strat	145,554.17	57,332.34
1050 · RBEG-OR	165,203.67	50,019.46
1055 · RBEG-WA	96,303.20	5,664.39
1057 · RBEG-KL	122,901.00	46,940.28
1067 · CDBG Microenterprises	108,254.48	107,652.78
1030 · Loan Funds - Other	0.00	53.66
<b>Total 1030 · Loan Funds</b>	1,135,576.93	470,686.58
1031 · Housing RLF	1,518,551.73	1,482,835.38
1070 · National Scenic Fund	1,565,461.34	1,357,730.91
<b>Total 1000 · Bank Demand Deposits</b>	5,244,152.57	3,997,209.14
<b>1100 · CDS</b>		
1121 · IRP Reserve	96,031.33	96,072.01
<b>Total 1100 · CDS</b>	96,031.33	96,072.01
1122 · IRP - DDM Product	890,888.74	183,393.79
1125 · LINK Petty Cash	150.00	150.00
<b>Total Checking/Savings</b>	6,231,222.64	4,276,824.94
<b>Accounts Receivable</b>		
1202 · Accounts Receivable	166,386.08	443,233.20
1205 · Interfund Loan Receivable	63,804.19	0.00
<b>Total Accounts Receivable</b>	230,190.27	443,233.20
<b>Other Current Assets</b>		
<b>1200 · Receivables &amp; Accruals</b>		
1240 · Prepaid Expenses	12,718.07	11,782.22
1260 · Accrued Loan Interest	12,292.68	37,164.94
<b>Total 1200 · Receivables &amp; Accruals</b>	25,010.75	48,947.16
<b>1300 · Loans Receivable</b>		
1330 · MCEDD Loans Receivable		
1337 · EDA Cares RLF	269,592.83	0.00
1320 · IRP	1,687,177.23	2,197,349.38

## Mid-Columbia Economic Development District

## Balance Sheet

As of June 30, 2021

07/28/21

Accrual Basis

	Jun 30, 21	Jun 30, 20
1321 · IRP - Sherman	145,473.54	156,871.75
1322 · IRP - WA	97,274.70	292,465.75
1336 · EDA RLFs	302,604.28	590,342.57
1345 · Reg Strat	31,089.32	120,254.82
1350 · RBEG-OR	145,494.59	279,980.79
1355 · RBEG-WA	0.00	92,950.64
1357 · RBEG-KL/SK	0.00	82,891.90
1367 · CDBG Microenterprises	0.00	1,770.54
1371 · Housing RLF	556,583.34	565,635.01
1372 · MCEDD Micro Loan	11,836.82	18,030.73
<b>Total 1330 · MCEDD Loans Receivable</b>	<b>3,247,126.65</b>	<b>4,398,543.88</b>
1370 · OIB Loans Receivable	1,338,954.94	1,551,746.02
<b>Total 1300 · Loans Receivable</b>	<b>4,586,081.59</b>	<b>5,950,289.90</b>
1400 · Loan Payments Holding		
1436 · EDA RLFs	1,326.90	0.00
1467 · CDBG Microenterprises	-12.40	-12.40
1475 · OIB	-246.33	0.00
<b>Total 1400 · Loan Payments Holding</b>	<b>1,068.17</b>	<b>-12.40</b>
1500 · Allowance for Doubtful Loans		
1520 · IRP Allowance	-112,150.28	-54,805.89
1521 · IRP - SH Co	-9,329.15	-10,387.61
1522 · IRP - WA	-17,452.77	-15,257.43
1536 · EDA RLFs Allowance	-33,468.48	-41,277.39
1545 · Reg Strat Allowance	-1,947.64	-10,036.11
1555 · RBEG Allowance	-9,445.49	-30,833.86
1567 · CDBG Microenterprises	0.00	-2,021.76
1571 · Housing RLF Allowance	-33,936.18	-14,737.95
1575 · OIB Allowance	-124,242.76	-81,463.85
<b>Total 1500 · Allowance for Doubtful Loans</b>	<b>-341,972.75</b>	<b>-260,821.85</b>
<b>Total Other Current Assets</b>	<b>4,270,187.76</b>	<b>5,738,402.81</b>
<b>Total Current Assets</b>	<b>10,731,600.67</b>	<b>10,458,460.95</b>
<b>Fixed Assets</b>		
1600 · Fixed Assets		
1610 · Building/Land	1,216,060.00	1,216,060.00
1605 · Vehicles	164,627.00	164,627.00
1650 · Accumulated Depreciation	-75,418.00	-75,418.00
<b>Total 1600 · Fixed Assets</b>	<b>1,305,269.00</b>	<b>1,305,269.00</b>
<b>Total Fixed Assets</b>	<b>1,305,269.00</b>	<b>1,305,269.00</b>
<b>Other Assets</b>		
87 · Due To/From Internal Accounts		
88 · Due From Accounts	1,821,219.01	1,441,510.65
94 · Due To Accounts	-1,821,139.05	-1,441,510.65
<b>Total 87 · Due To/From Internal Accounts</b>	<b>79.96</b>	<b>0.00</b>
<b>Total Other Assets</b>	<b>79.96</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>12,036,949.63</b>	<b>11,763,729.95</b>

## Mid-Columbia Economic Development District

## Balance Sheet

As of June 30, 2021

07/28/21

Accrual Basis

	Jun 30, 21	Jun 30, 20
<b>LIABILITIES &amp; EQUITY</b>		
<b>Liabilities</b>		
<b>Current Liabilities</b>		
<b>Accounts Payable</b>		
2010 · A/P General	22,508.95	74,800.91
2005 · Interfund Loan Payable	63,804.25	0.00
<b>Total Accounts Payable</b>	<b>86,313.20</b>	<b>74,800.91</b>
<b>Other Current Liabilities</b>		
2035 · Accrued Interest Payable	0.00	5,641.82
2050 · PTO - Accrued	69,518.56	57,299.21
2070 · Health Insurance Payable	-20,649.59	6,024.40
2080 · Life & Disability Payable	-306.52	128.50
2085 · Retirement Payable	415.36	0.00
2090 · WC SAIF Ins	4,209.56	2,692.87
<b>2100 · Payroll Liabilities</b>		
2110 · Federal Payroll Liability	1,067.65	-187.49
<b>2120 · State Payroll Liabilities</b>		
<b>    2115 · OR- SUTA Payroll Liabilities</b>		
2105 · WBF Payroll Assessment	369.93	256.64
2115 · OR- SUTA Payroll Liabilities - Other	332.62	211.97
<b>Total 2115 · OR- SUTA Payroll Liabilities</b>	<b>702.55</b>	<b>468.61</b>
<b>2120 · State Payroll Liabilities - Other</b>	<b>632.09</b>	<b>185.68</b>
<b>Total 2120 · State Payroll Liabilities</b>	<b>1,334.64</b>	<b>654.29</b>
2180 · Payroll Liabilities - Prior Per	47,804.08	31,781.29
2100 · Payroll Liabilities - Other	307.55	100.00
<b>Total 2100 · Payroll Liabilities</b>	<b>50,513.92</b>	<b>32,348.09</b>
2800 · Deferred Revenue	4,249.95	54,249.99
<b>Total Other Current Liabilities</b>	<b>107,951.24</b>	<b>158,384.88</b>
<b>Total Current Liabilities</b>	<b>194,264.44</b>	<b>233,185.79</b>
<b>Long Term Liabilities</b>		
2820 · IRP Loan Payable \$1million	324,527.78	363,344.34
2821 · IRP Loan Payable \$600,000	308,895.37	331,054.82
2822 · IRP Loan Payable \$750,000	495,323.28	521,941.86
2823 · IRP Loan Payable - WA \$310,000	253,479.49	263,997.61
2824 · IRP Loan Payable - SH \$200,000	159,779.14	166,603.11
<b>Total Long Term Liabilities</b>	<b>1,542,005.06</b>	<b>1,646,941.74</b>
<b>Total Liabilities</b>	<b>1,736,269.50</b>	<b>1,880,127.53</b>
<b>Equity</b>		
<b>3100 · Fund Balances</b>		
3110 · Carryforward Balance	4,224,238.85	4,224,238.85
3900 · Retained Earnings	-117,089.67	0.00
Net Income	5,659,363.57	5,471,443.73
	534,167.38	187,919.84
<b>Total Equity</b>	<b>10,300,680.13</b>	<b>9,883,602.42</b>
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>12,036,949.63</b>	<b>11,763,729.95</b>

**Mid-Columbia Economic Development District**  
**Operations Budget vs. Actual**  
 July 2020 through June 2021

	Jul '20 - Jun 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Carryover Revenue	731,019.67	550,595.75	180,423.92	132.8%
4012 · Trans From/To Fund (SUPPORT)	17,367.34	25,000.00	-7,632.66	69.5%
4100 · Federal	920,211.73	1,781,316.00	-861,104.27	51.7%
4200 · State	3,593,455.07	3,660,791.37	-67,336.30	98.2%
4300 · Local Match	82,500.00	95,000.00	-12,500.00	86.8%
4400 · Local Assessment	62,710.00	66,690.00	-3,980.00	94.0%
4500 · Contract Reimbursement	650,750.69	665,508.00	-14,757.31	97.8%
4600 · Loan Interest	269,085.04	334,900.00	-65,814.96	80.3%
4700 · Loan Processing Fees	14,969.72	28,100.00	-13,130.28	53.3%
4705 · Loan Filing Fees	1,175.91	4,600.00	-3,424.09	25.6%
4710 · Loan Late Fee	1,147.72	4,150.00	-3,002.28	27.7%
4750 · Investment Interest	1,440.80	567.00	873.80	254.1%
4800 · Other Revenue	8,650.70	8,620.00	30.70	100.4%
4805 · Farebox Revenue	20,815.84	37,760.00	-16,944.16	55.1%
<b>Total Income</b>	<b>6,375,300.23</b>	<b>7,263,598.12</b>	<b>-888,297.89</b>	<b>87.8%</b>
<b>Gross Profit</b>	<b>6,375,300.23</b>	<b>7,263,598.12</b>	<b>-888,297.89</b>	<b>87.8%</b>
<b>Expense</b>				
5000 · Personnel Expense	1,495,090.68	1,804,825.00	-309,734.32	82.8%
6110 · Travel & Conference	8,736.94	30,098.00	-21,361.06	29.0%
6190 · Event Services	0.00	10,000.00	-10,000.00	0.0%
6200 · Equipment	4,839.76	30,334.00	-25,494.24	16.0%
6300 · Supplies	34,770.47	46,483.00	-11,712.53	74.8%
6400 · Professional Services	183,369.72	312,030.00	-128,660.28	58.8%
6500 · Vehicle Costs	96,342.26	87,260.00	9,082.26	110.4%
6600 · Communications	29,162.51	58,472.00	-29,309.49	49.9%
6700 · Building Costs	44,341.43	41,216.00	3,125.43	107.6%
6800 · Bonds & Insurance	16,338.50	5,788.00	10,550.50	282.3%
6900 · Other Materials & Supplies	11,451.99	20,305.00	-8,853.01	56.4%
6950 · Grants Disbursed	2,988,746.64	2,994,437.00	-5,690.36	99.8%
9000 · Indirect Spread	0.00	-13,581.00	13,581.00	0.0%
9100 · Capital Purchase	172,180.28	176,620.00	-4,439.72	97.5%
9600 · Transfer to/from Source	2,000.00	2,000.00	0.00	100.0%
<b>Total Expense</b>	<b>5,087,371.18</b>	<b>5,606,287.00</b>	<b>-518,915.82</b>	<b>90.7%</b>
<b>Net Ordinary Income</b>	<b>1,287,929.05</b>	<b>1,657,311.12</b>	<b>-369,382.07</b>	<b>77.7%</b>
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
7400 · Loan Payment	10,801.10	122,022.00	-111,220.90	8.9%
7500 · Carryover to Next Year	613,930.00	638,714.00	-24,784.00	96.1%
7600 · In-Kind Contractual	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	<b>624,731.10</b>	<b>760,736.00</b>	<b>-136,004.90</b>	<b>82.1%</b>
<b>Net Other Income</b>	<b>-624,731.10</b>	<b>-760,736.00</b>	<b>136,004.90</b>	<b>82.1%</b>
<b>Net Income</b>	<b>663,197.95</b>	<b>896,575.12</b>	<b>-233,377.17</b>	<b>74.0%</b>

**Mid-Columbia Economic Development District**  
**Operations Budget vs. Actual**  
**June 2021**

07/28/21

Accrual Basis

	Jun 21	Budget	\$ Over Budget	% of Budget
<b>Ordinary Income/Expense</b>				
<b>Income</b>				
4000 · Carryover Revenue	0.00	0.00	0.00	0.0%
4012 · Trans From/To Fund (SUPPORT)	3,023.52	2,083.28	940.24	145.1%
4100 · Federal	120,375.90	77,609.58	42,766.32	155.1%
4200 · State	0.00	49,421.66	-49,421.66	0.0%
4300 · Local Match	0.00	7,499.97	-7,499.97	0.0%
4400 · Local Assessment	0.00	5,470.00	-5,470.00	0.0%
4500 · Contract Reimbursement	53,209.00	51,146.35	2,062.65	104.0%
4600 · Loan Interest	21,527.69	27,908.29	-6,380.60	77.1%
4700 · Loan Processing Fees	0.00	2,341.66	-2,341.66	0.0%
4705 · Loan Filing Fees	-45.00	383.32	-428.32	-11.7%
4710 · Loan Late Fee	0.00	345.83	-345.83	0.0%
4750 · Investment Interest	96.17	45.13	51.04	213.1%
4800 · Other Revenue	134.89	718.33	-583.44	18.8%
4805 · Farebox Revenue	2,905.25	3,146.63	-241.38	92.3%
<b>Total Income</b>	201,227.42	228,120.03	-26,892.61	88.2%
<b>Gross Profit</b>	201,227.42	228,120.03	-26,892.61	88.2%
<b>Expense</b>				
5000 · Personnel Expense	206,410.63	145,183.51	61,227.12	142.2%
6110 · Travel & Conference	3,031.61	2,507.16	524.45	120.9%
6190 · Event Services	0.00	708.26	-708.26	0.0%
6200 · Equipment	244.48	2,527.82	-2,283.34	9.7%
6300 · Supplies	5,460.39	3,873.52	1,586.87	141.0%
6400 · Professional Services	26,758.26	23,696.32	3,061.94	112.9%
6500 · Vehicle Costs	10,938.14	7,271.63	3,666.51	150.4%
6600 · Communications	4,994.72	4,868.29	126.43	102.6%
6700 · Building Costs	8,104.19	4,760.81	3,343.38	170.2%
6800 · Bonds & Insurance	0.00	482.33	-482.33	0.0%
6900 · Other Materials & Supplies	130.59	1,683.11	-1,552.52	7.8%
6950 · Grants Disbursed	355,206.67			
9000 · Indirect Spread	0.00	-1,133.18	1,133.18	0.0%
9100 · Capital Purchase	0.00	14,718.33	-14,718.33	0.0%
9600 · Transfer to/from Source	0.00	166.67	-166.67	0.0%
<b>Total Expense</b>	621,279.68	211,314.58	409,965.10	294.0%
<b>Net Ordinary Income</b>	-420,052.26	16,805.45	-436,857.71	-2,499.5%
<b>Other Income/Expense</b>				
<b>Other Expense</b>				
7400 · Loan Payment	-101,061.53	10,168.50	-111,230.03	-993.9%
7500 · Carryover to Next Year	0.00	0.00	0.00	0.0%
7600 · In-Kind Contractual	0.00	0.00	0.00	0.0%
<b>Total Other Expense</b>	-101,061.53	10,168.50	-111,230.03	-993.9%
<b>Net Other Income</b>	101,061.53	-10,168.50	111,230.03	-993.9%
<b>Net Income</b>	<b>-318,990.73</b>	<b>6,636.95</b>	<b>-325,627.68</b>	<b>-4,806.3%</b>

## Memorandum

**Date: July 28, 2021**  
**To: MCEDD Executive Committee**  
**From: Jessica Metta, MCEDD Executive Director**  
**Re: CEDS Process Update**

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### Overview

This memo is to focus on the important five-year update of the Mid-Columbia Comprehensive Economic Development Strategy (CEDS). As you know, MCEDD guides the region through this process every five years to develop the strategy as a guide to understanding the regional economy and crafting goals, strategies and actions to create jobs, raise income levels, diversify the economy, and improve the quality of life. This planning process is the cornerstone of the U.S. Economic Development Administration's programs, and successfully serves as a means to engage community leaders, leverage the involvement of the private sector, and establish a strategic blueprint for regional collaboration. This process also helps the region access certain types of federal funds.

The work has been overseen by the CEDS Steering Committee appointed by the MCEDD Board and many community partners have participated in the process. The outcome will be a workplan for MCEDD but also for many others in the region, as the plan is bigger than just our organization.

### Recent Meetings

Since my last Executive Committee update, we held the fourth and fifth CEDS Sessions on June 30 and July 28 with about 56 and 40 attendees respectively. Our county presentations focused on Sherman and Klickitat Counties with presentations from Judge Dabulskis and Chair Sauter. Small group discussions developed an analysis of our strengths, weaknesses, opportunities and threats (SWOT) on June 30 and goal statements on July 28. The draft SWOT presented at the July 28 meeting is included in this packet.

The July meeting also included a draft vision for the region for feedback: ***The Mid-Columbia region is a resilient, thriving economy that supports equitable access to diverse business opportunities that act in harmony with the area's rural qualities, values and natural resources.*** From this, we focused on four broad goal areas: Strong Businesses, Robust Workforce, Resilient Infrastructure, Powerful Regional Collaboration. The four goal statements are still being drafted at the time of this memo. A survey will be sent out for feedback on the SWOT, Vision, and Goal Statements.

The Sept. 1 session is intended to be our first in-person event, but we will need to monitor state guidance as COVID-19 cases start to rise again. This session would develop strategies under the four goal areas, with an October session on implementation and metrics, and a draft of the strategy presented at the annual Economic Symposium in November.

New to this five-year CEDS update, we have contracted with The Next Door Inc. to hold focus groups with the Latinx and Native American communities in the Gorge to gather their input for the strategy. A total of four sessions will be held (two each with the two different communities).

### **Discussion Questions**

- Is there any feedback from the Committee on the draft items to date that you would like to share now?
- Do you have suggestions on a focus for this year's Economic Symposium? The agenda usually includes a keynote, OR/ WA economist updates, business panel. The event is intended to be in-person on Friday, November 5, 2021 at the Fort Dalles Readiness Center.

## 2022 Columbia Gorge Comprehensive Economic Development Strategy – DRAFT SWOT

<b>S</b> trengths/ <b>A</b> ssets	<b>W</b> eaknesses	<b>O</b> pportunities	<b>T</b> hreats
<p><b>Scenic Beauty, Recreation, Brand and Tourism Industry</b></p> <ul style="list-style-type: none"> <li>• Designated Scenic Area</li> <li>• Strong tourism industry</li> <li>• Four season outdoor recreation</li> <li>• Natural ecosystem diversity</li> </ul>	<p><b>Insufficient Housing Stock</b></p> <ul style="list-style-type: none"> <li>• Insufficient housing for local employees</li> <li>• Availability of affordable and attainable housing</li> <li>• Land availability</li> </ul>	<p><b>Growth of Value-Added Ag and Ag Tech Businesses</b></p> <ul style="list-style-type: none"> <li>• Value-added ag</li> <li>• New food processing</li> <li>• Ag tech and research</li> </ul>	<p><b>Housing Shortage Impacts</b></p> <ul style="list-style-type: none"> <li>• Availability/ affordability reduces ability to attract and retain workers</li> <li>• Impacts businesses’ decisions about expanding</li> <li>• Gentrification</li> <li>• Increase of vacation homes</li> </ul>
<p><b>Central Location</b></p> <ul style="list-style-type: none"> <li>• National and global reliance on the Gorge as a transportation corridor</li> <li>• Access to urban areas</li> </ul>	<p><b>Education and Skilled Workforce</b></p> <ul style="list-style-type: none"> <li>• Quality/Funds for Pre K-12 and Higher Ed</li> <li>• Accessible childcare</li> <li>• Limited Skilled Labor</li> <li>• Workforce Training</li> <li>• Aging population</li> <li>• Brain drain</li> </ul>	<p><b>Expanding Tourism/ Arts/ Culture</b></p> <ul style="list-style-type: none"> <li>• Year round, into less traveled areas</li> <li>• Arts sector</li> <li>• Preserves rural character</li> </ul>	<p><b>Education and Workforce</b></p> <ul style="list-style-type: none"> <li>• Educational system challenges</li> <li>• Lack of skilled workforce in trades to support replacing retirees</li> <li>• Poverty; wage stagnation</li> <li>• Increase in remote work</li> </ul>
<p><b>Regional Collaboration</b></p> <ul style="list-style-type: none"> <li>• Strong social fabric with bi-state networks</li> <li>• Spirit of collaboration and advocacy</li> <li>• Strong sense of community</li> <li>• Strong local leadership and regional entities</li> </ul>	<p><b>Transportation</b></p> <ul style="list-style-type: none"> <li>• Mobility: Gaps in public transportation options</li> <li>• Gaps in bike/ped infrastructure</li> <li>• Capacity of roads, bridges, airports, rail, etc. maintenance, expansion</li> </ul>	<p><b>Synergy Across State Lines</b></p> <ul style="list-style-type: none"> <li>• Coordination between business sectors</li> <li>• Enhance industry associations</li> <li>• Regional planning and capacity</li> <li>• Leverage investment opportunities</li> </ul>	<p><b>Regulations</b></p> <ul style="list-style-type: none"> <li>• Changing business regulations</li> <li>• Restrictions imposed by NSA constraints</li> <li>• Length of time for permitting decisions</li> </ul>

## 2022 Columbia Gorge Comprehensive Economic Development Strategy – DRAFT SWOT

<ul style="list-style-type: none"> <li>Active industry alliances</li> </ul>	<ul style="list-style-type: none"> <li>Long commutes for workforce</li> </ul>		<ul style="list-style-type: none"> <li>Federal agency impact and natural resource management</li> </ul>
<p><b>Availability of Transportation Systems/ Modes</b></p> <ul style="list-style-type: none"> <li>Interstates, highways E/W, N/S</li> <li>Airports</li> <li>Rail service</li> <li>Columbia River access</li> <li>Bicycle/Pedestrian/Transit</li> </ul>	<p><b>Regulatory Environment</b></p> <ul style="list-style-type: none"> <li>National Scenic Area regulations</li> <li>Federal and state lands not providing taxable base</li> <li>Impacts on development</li> </ul>	<p><b>Quality of Life</b></p> <ul style="list-style-type: none"> <li>Increased equity and access</li> <li>Higher wage jobs</li> <li>Embracing the changing economy and related opportunities</li> </ul>	<p><b>Impacts of Continued Population Growth</b></p> <ul style="list-style-type: none"> <li>Limited infrastructure capacity to accommodate</li> <li>Overuse of resources</li> <li>Degradation of popular destination areas</li> </ul>
<p><b>Natural Resources</b></p> <ul style="list-style-type: none"> <li>Natural resource base</li> <li>Availability of renewable energy sources</li> </ul>	<p><b>Infrastructure</b></p> <ul style="list-style-type: none"> <li>Aging infrastructure</li> <li>Broadband capacity regionally</li> <li>Challenges with high-capacity tourism</li> </ul>	<p><b>Leverage Natural Assets</b></p> <ul style="list-style-type: none"> <li>Wood and forestry products innovation</li> <li>Diverse renewable energy and energy storage</li> <li>Fishing industry</li> </ul>	<p><b>Hazards/ Climate Change/ Resilience</b></p> <ul style="list-style-type: none"> <li>Droughts, wildfires, severe storms</li> <li>Over-reliance on West hub for essential supplies (food, fuel, internet)</li> <li>Aging emergency response systems</li> </ul>
<p><b>Culture</b></p> <ul style="list-style-type: none"> <li>10,000+ years of Indigenous culture and history</li> <li>Increased diversity</li> </ul>	<p><b>Disparities Between States</b></p> <ul style="list-style-type: none"> <li>Differences in regulations</li> <li>Differences in funding</li> </ul>	<p><b>Connectivity</b></p> <ul style="list-style-type: none"> <li>Federal investment and further local investment in broadband accessibility</li> <li>Completion of Historic Highway</li> </ul>	<p><b>Water Access, Regulations</b></p> <ul style="list-style-type: none"> <li>Drought impacts</li> <li>Impacts of water regulation</li> <li>Access issues</li> <li>Supply concerns</li> </ul>
<p><b>Diverse Industry Sectors and Growing Business Sectors</b></p>	<p><b>Preparedness</b></p> <ul style="list-style-type: none"> <li>Emergency preparedness</li> </ul>	<p><b>Workforce Development</b></p> <ul style="list-style-type: none"> <li>Upskilling local workforce</li> </ul>	<p><b>Infrastructure Limitations</b></p> <ul style="list-style-type: none"> <li>Bridges, highways, roads</li> </ul>

## 2022 Columbia Gorge Comprehensive Economic Development Strategy – DRAFT SWOT

<ul style="list-style-type: none"> <li>• Diverse industries</li> <li>• Growing industry sectors (unmanned systems, value added agriculture, mfctr, fermentation, healthcare)</li> <li>• Strong agricultural base</li> </ul>	<ul style="list-style-type: none"> <li>• Resilience</li> <li>• Infrastructure that can withstand hazards</li> </ul>	<ul style="list-style-type: none"> <li>• Focus on youth opportunities</li> <li>• Regional education initiatives to address wealth gap</li> <li>• Explore childcare models/ expand apprenticeships</li> </ul>	<ul style="list-style-type: none"> <li>• Transit Capacity/Gaps</li> <li>• Overused infrastructure</li> <li>• Water/Wastewater</li> <li>• Limited existing buildings and industrial land</li> </ul>
<p><b>Human Capital and Entrepreneurial Spirit</b></p> <ul style="list-style-type: none"> <li>• Available talent with diverse skill sets</li> <li>• Educational attainment</li> <li>• Unique educational programs supported by businesses</li> <li>• Access to education</li> </ul>	<p><b>Lack of Business Expansion Space</b></p> <ul style="list-style-type: none"> <li>• Available and attractive commercial and industrial spaces</li> <li>• Lack of shovel ready land availability</li> </ul>	<p><b>Public Transportation</b></p> <ul style="list-style-type: none"> <li>• Utilization of new technologies</li> <li>• Expanding fixed routes</li> <li>• Expanding regional transit connections</li> <li>• Diversify transit options</li> </ul>	<p><b>Industry Diversification</b></p> <ul style="list-style-type: none"> <li>• Loss of any major employer</li> <li>• Over-reliance on Tourism industry (low wages, no benefits)</li> <li>• Concentration risk</li> </ul>
<p><b>Infrastructure</b></p> <ul style="list-style-type: none"> <li>• Telecommunication and broadband capacity</li> <li>• Abundant, clean power</li> <li>• Water</li> </ul>	<p><b>High Poverty Rate/ Economic Disparity</b></p> <ul style="list-style-type: none"> <li>• Income inequality</li> <li>• Low wages when compared to COL</li> <li>• Inequities</li> </ul>	<p><b>Business/Talent Attraction</b></p> <ul style="list-style-type: none"> <li>• Support for entrepreneurs</li> <li>• Leverage Gorge brand to attract aligned businesses</li> <li>• Potential to attract employee talent</li> <li>• Remote work</li> </ul>	<p><b>Decision Making</b></p> <ul style="list-style-type: none"> <li>• Prioritizing certain sectors of the economy</li> <li>• Loss of control over local decision making</li> </ul>

## Memorandum

**Date: July 27, 2021**

**To: MCEDD Executive Committee**

**From: Jessica Metta, MCEDD Executive Director**

**Re: Gilliam County Interest**

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### **Background**

In 2015, Gilliam and Wheeler Counties approached MCEDD about modifying the boundaries of MCEDD to include their two counties, thereby removing them from Greater Eastern Oregon Economic Development Corporation (GEODC). The MCEDD Board of Directors considered the request over a series of meetings and ultimately approved a process to explore the expansion of our membership. From a board membership standpoint, the additional counties would operate in a hybrid model with two board seats proposed for each County. These would be balanced by two designated private sector board positions, specifically for Washington-based businesses in key sectors. We subsequently approached the five County Boards of Commissioners to seek feedback on the proposed addition.

During the last process, leadership from Gilliam and Wheeler Counties met with MCEDD to highlight expectations and reasoning for requesting membership. They expressed the following:

- Alignment is the key concern, crossing over multiple areas. In particular, alignment with the Area Commission on Transportation, Regional Solutions, and workforce were cited. In addition, there is a strong interest on the part of Gilliam County to leverage regional strength along the river for all Ports.
- They want to be involved in an economic strategy and conversations around regional economic development that align with their region's issues.

Staffing and resources were a primary concern expressed by MCEDD. The two counties in the past proposed to lessen the impact by hiring their own economic development and tourism staff. They proposed leveraging that staff to minimize MCEDD impact. Business assistance and other programs were discussed. There is variation in how these are managed, so could be considered on a contractual, fee-for-service basis if requested by the county/counties.

Among other things, the process requires resolutions from Gilliam and Wheeler Counties, both Governors, and both the MCEDD and GEODC Boards of Directors. The conversation stalled in early 2016 with a change of Executive Director at GEODC and a lack of interest in losing those two counties.

### **Current Request**

I have been approached by Judge Farrar of Gilliam County who is interested in reviving the discussion. She has not heard if Wheeler County was also interested. As a first step, staff is bringing this to the MCEDD Executive Committee for initial feedback.

## **Memorandum**

**Date:** July 28, 2021  
**To:** MCEDD Executive Committee  
**From:** Carrie Pipinich, Deputy Director of Economic Development  
**Re:** Small Business Administration Community Navigator Pilot Program

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### **Action Requested**

Recommendation: I am requesting authorization to subcontract for \$250,000 over two years as part of the Oregon SBDC Network's statewide proposal for the Small Business Administration's (SBA) Community Navigator Pilot Program if the grant funds are awarded.

Alternative A: Do not approve participating in this grant.

### **Overview**

The SBA is launching a Community Navigator Pilot Program intended to provide support for business assistance organizations to better reach underserved small businesses, strengthen outreach and provide technical assistance. Organizations will enlist trusted, culturally knowledgeable partners to conduct targeted outreach to the business community. This focuses on a hub and spoke approach, which features a lead entity (a hub) at the center of a network of "spoke" organizations that deploy trusted messengers to work with businesses in targeted communities. These networks leverage the business development expertise of the central hub organization and the community credibility of spoke organizations to better connect business owners with critical services and assistance programs.

The Oregon Small Business Development Center (SBDC) Network coordinated submission of a proposal that outlines a support model for the entire state. They would serve as the hub and have reached out to service centers in their network and other partners, including MCEDD, to identify interest in participating as a spoke. Staff have proposed a scope of work to the SBDC Network that includes developing a Business Ambassador program in partnership with regional organizations such as The Next Door, Inc. and the SBDC. Staff anticipates reaching out to CRITFIC to determine interest in participation as well. Business Ambassadors would provide proactive outreach to small businesses in the region to determine needs and outline a coordinated approach to service delivery.

The scope would cover time for one new temporary MCEDD Program Manager to serve as coordinator for the Business Ambassador program while also acting as an ambassador, contracts with partners to support time for additional Business Ambassadors to participate, and contracts with technical assistance providers as necessary. This work seeks to build on our business resiliency work by strengthening the coordination between businesses and the economic development community and providing tools and resources to support underserved businesses in our region.

### **Opportunities and Costs**

This proposal presents several opportunities for MCEDD:

- We have identified a need for continued collaboration between economic development organizations and for stronger ties between the economic development community and the business community. This project will build stronger relationships between MCEDD and our partners. It will also raise awareness within the business community about the roles of the economic development organizations in the region and the resources available.
- At a time when businesses are still in recovery mode, providing culturally appropriate, one-on-one outreach and technical assistance to business owners will help us learn more about the needs of the business community. It will also help businesses in their recovery, provide a knowledge base for them to learn more about strengthening their business, ultimately result in a more resilient business community and economy.
- Identifying a network of technical assistance providers who have broad business experience and expertise in areas where businesses need support can be a starting point for a possible mentorship program between well established businesses and those needing support.

There would be costs associated with grant management and supervision of the proposed new temporary staff to start this program. Time for management and financial staff has been built into our proposed budget.

We anticipate a response from SBA on the statewide proposal in November.



## *Mid-Columbia Economic Development District*

### **Economic Development Division Report Prepared for the August 2021 Executive Committee Meeting**

#### **County Economic Development**

- Staff continued to support The Dalles Brownfield Assessment Coalition in coordinating its outreach efforts. Several applications have been received and processing is underway.
- In partnership with CGCC and the Port of The Dalles, the Wasco County EDC is working with the Center on Rural Innovation to develop a strategy around opportunities to increase engagement with the digital economy in the County. This effort is being supported by Google and will be completed in late August. Staff is engaging in planning sessions and supporting outreach to key stakeholders regarding the effort.
- Staff participated in the South Wasco Alliance Strategic Planning sessions held in July. The group is interested in focusing on youth engagement and growing the local economy.
- Staff met with the new City Recorder for the City of Rufus to identify opportunities for support such as ensuring their industrial properties are listed on Oregon Prospector, working with them through their backup well repair project planning, and engaging around needed investment and sustainable operations for their community center.
- Staff is providing coordination support for an effort to convene a Regional Economic Development Summit focused on regionally important projects in the Goldendale and central Klickitat County.

#### **Resilience and Broadband**

- Business Resiliency: Staff worked with contractors finalize business resiliency deliverables at the end of June, including training videos, business profiles and updates to the website. All materials are now online at [mcedd.org/ready](http://mcedd.org/ready). Staff will be highlighting pieces of this work in upcoming newsletters.
- Staff have been working with the Klickitat County Childcare Committee to support child care needs, including drafting a business plan template to help guide potential new child care providers in developing their own plan.
- Staff have also supported Columbia Gorge Community College in developing a child care needs survey. The survey was released last week and can be found here: [Child care center survey - English](#); [Child care center survey - Spanish](#)
- Q-Life Network submitted a project which has been included in the State of Oregon's application to the National Telecommunications and Information Administration's new Broadband Infrastructure Grant programs. Staff supported drafting the response and application materials as well as collecting letters of support.
- Staff submitted two grant applications focused on small business supports. One grant application to Oregon Community Foundation focused on increasing access to capital through development of robust templates for key loan application materials and hosting pub talks that highlight successful capital access journeys for a diverse group of businesses. MCEDD also participated in the Statewide SBDC network's application to the Community Navigator program to develop a proactive Business Ambassador program and increase capacity for direct outreach to small businesses in the region.

## **Industry Clusters**

- Staff supported the GTA Board in beginning the process to update its strategic plan this summer. A board retreat was held in early July where the group conducted a SWOT analysis and explored several key questions about their role in the region moving forward. Staff also conducted interviews with key stakeholders and inputs into this process.
- The GTA hosted a sold out first in person networking event in July! Plans are underway for another happy hour event in August.

## **Energy:**

- Staff is working to identify a modified strategy for implementing the weatherization, needs, interest, and awareness survey for low-income and Latinx communities.
- Staff is supporting local coordination for the Solar Oregon Wine Tour, which will be taking place in Hood River County and Wasco County August 7. The tour will feature a panel discussion on energy resilience. Staff, along with Hood River County Energy Council supporters will be presenting.

## **Infrastructure:**

- Antelope Water Project: The City has completed their last funding requirement before the project can be administratively closed out. Once Business Oregon completes the close out, Antelope will receive their last reimbursement. They will still be required to submit details of a financial audit by the end of the year, which they have scheduled for August.
- Biggs Water Project: Staff supported the Biggs Service District in applying to USDA for additional funds to cover the gap between the existing funding amount and the amount of the bid received. The District was awarded an additional \$1.2 million (\$898,000 of this amount will be loan). A notice of award was issued to Crestline Construction Company on July 26. Staff will help the District in securing a second revenue bond for the additional loan amount.
- Crystal Springs Water District: Construction continues on both the Westside and South Reservoir projects. Staff is completing weekly payroll reviews and interviews (in person) for contractors working on both projects. The District is planning on a presentation to the IFA Board to request more funding for the South Reservoir project in early August.
- Cascade Locks Wastewater: The City was awarded \$2.5 million in CDBG funding. Because of the requirements associated with CDBG administration, the agreement for support between MCEDD and the City will increase. Staff will support the City in completing several requirements before they will be able to go out to bid on the project.
- City of Hood River: Due to requests from tribes for a cultural resource survey at the project location, the City will delay construction for phase 2 of this project until spring 2022. The City decided to combine phases 2 and 4 and as a result will need to resubmit their water quality permit application. The City was also allocated a \$2.7 million grant from APRA funding from the state for this project. This will alleviate some of the funding needs the City had, but they will still be looking to DEQ and Business Oregon to support additional costs over the remaining three phases. Staff is working with the City and Business Oregon to determine how and when distribution of that grant will occur.
- Dog River Pipeline: The City of The Dalles has received a Safe Drinking Water loan from the state to upgrade the Dog River pipeline. The project also has funding from an Oregon Water Resources Department grant and the City. The Public Works Director has reached out

to MCEDD to ask for grant administration support for the project. A tentative scope of work has been agreed on and staff are drafting an IGA to formalize.

**Staffing**

- Cheryl Eniero joined the MCEDD team on July 28<sup>th</sup> and will be replacing Alice zaWitt on staff focused on the Gorge Tech Alliance and recovery and resilience efforts.
- Jane Allen is completing her 11-month term of RARE AmeriCorps service with us at MCEDD at the end of July.
- MCEDD will have a new RARE, Natasha Blaircobb, starting in September focused on economic recovery and resilience.



**Transportation Division Report**

**Prepared for the August 2021 Executive Committee Meeting**

**LINK Transportation**

- New Bus Arrivals: We have received 1 new bus, with four more on the way. The buses have to undergo paperwork and logo wrap before operating, but our first new bus started running on July 29<sup>th</sup>.
- We have two new bus drivers starting in August, with a potential third person in the interview process. The new staff will help backfill drivers who have moved and help us expand to add more service on Saturdays.
- Our existing buses are undergoing annual inspections. We are using a new inspection shop that is identifying deferred or previously overlooked issues. We are awaiting cost estimates but may be facing increased maintenance costs this quarter.
- Grants:
  - We have begun implementing a low-income pass program funded through the Columbia Gorge Health Council. Working with community-based organizations, we are able to provide free Dial-a-Ride passes and annual GORge Passes to qualifying individuals.
  - We are wrapping up reporting on the FY 19-21 STIF Plan activities and starting work on the new FY 21-23 STIF grant cycle.
  - We applied to the Mid-Columbia Medical Center foundation grant to help fund the purchase of a bus shelter to install at the hospital (see Four Rivers packet).

**Gorge TransLink Alliance and Mobility Management**

- MCEDD received new mobility management funds to hire a travel trainer/ outreach person to work with low-income, underserved communities to use the Link. We have posted the position and hope to begin interviews in August.
- Regional Marketing: MCEDD selected the Columbia Gorge Tourism Alliance for the 2-year GORge Pass marketing contract and has kicked off activities. We began selling and promoting the GORge Pass July 1<sup>st</sup>, with an ice cream challenge that highlights local ice cream shops near bus stops in each community.
- Wasco County Transit Development Plan (TDP): The project kicked off and MCEDD hosted our consultants on a site visit around the Dalles. We held our first Advisory Committee meeting in late July, where the consultants presented existing conditions data. We've also been collecting onboard surveys from riders and online surveys from the wider community.
- Kathy has been making presentations to County Commissions and the CAT Board about the Gorge Regional Transit Strategy Phase 1 foundations work.
- MCEDD has been hard at work with ODOT to create a scope of work for the Regional Transit Strategy Phase 2. We just formalized the contract with ODOT, and the next step will be releasing an RFP for consultant services to help with the strategy.



**Executive Director's Report**

**Prepared for the August 2021 Executive Committee Meeting**

**Regional**

- See the CEDS Process Update Memo for our work on this important project.
- Planning for Connect Mid-Columbia has begun (see attached flyer). Please let me know if you plan to attend. The first session will be virtual. We are promoting this effort at the next One Gorge meeting in response to their most recent request for signatures on development of a National Scenic Area transportation plan.
- We submitted the USDA Rural Development application for the National Scenic Area Revolving Loan Fund! Our \$2 million request was accompanied by 22 letters of support, including one from the full federal delegation (see attached letter). Thank you to MCEDD Board Members who contributed! USDA RD Oregon has informed us the application has been forwarded to the national office and a decision is expected by mid-September.
- We are focusing on using our CARES Planning grant funds to support recovery and resiliency projects in the region and anticipate sub-contracting with several entities such as Chambers, Industry Associations, The Next Door and others. We have begun with initial outreach to garner projects and are working with the EDA on subcontracting. We have reached out to other partners such as CGCC to work together on recovery-related projects like their childcare project.
- I attended the Affordable Housing Forum held by Mid-Columbia Housing Authority and partners. I have not been able to follow up on the June Executive Committee discussion about MCEDD engagement in the regional housing issues due to capacity.
- We held a meeting of the Hood River Economic Development Group to elect officers, discuss the annual workplan, Enterprise Zone issues and opportunities for coordination.
- We have begun the MCEDD and OIB annual reports and will have a draft MCEDD one at the September Executive Committee meeting for your review. We are exploring design improvements to these documents.
- Oregon HB 2345 was passed, which “requires Oregon Business Development Department to distribute moneys in Oregon Rural Capacity Fund to Oregon's Economic Development Districts for purpose of assisting rural jurisdictions to apply for and administer grants and other forms of funding available from any source.” Oregon EDDs have been monitoring and helped develop this language. Business Oregon has received so many new programs they anticipated it would be several months to start to consider this initiative. We will keep the Board up to date as it could provide funding to MCEDD.
- I engaged in regional outreach with a ribbon cutting for the Port of Cascade Locks' new flex buildings for The Renewal Workshop and Pfriem, the new Washington state EDA Economic Development Representative Laura Ives, the new lead staff for the USFS National Scenic Area Donna Mickley, and Cascade Locks Joint Economic Development Working Group.

**Business Assistance**

- Israel closed a MCEDD loan of \$10,000 to Harper's Unicorn, a clothing business in Dallesport, which fully revolves a micro-loan fund we have. We also closed a \$125,000 loan for Café

Genevieve's in Goldendale. LAB also recently approved a \$750,000 attainable housing loan for a project in Hood River, 230 Clearwater LLC (not yet closed). Unfortunately, there have been a number of unanticipated payoffs for MCEDD, and OIB.

- We supported OIB in approving a \$15,000 loan for Big Buddha Yoga in Hood River (not yet closed). OIB also approved a \$10,020 grant for Envirovillage, an outdoor recreation program in Cascade Locks.
- We are working to fill two vacancies: one in Hood River County for Mount Hood Economic Alliance and one in Multnomah County for Oregon Investment Board. I held an orientation for new Hood River County OIB Member Gil Kelley.
- Other loan program work has included annual report requests for all loan clients, marketing outreach with plans for a mailing to area banks, staff trainings (Portfol for Dana and Ami, RLF basics for me, in-depth training for Israel). We will also soon be offering an online borrower portal for our loan software Portfol to improve client access and for another payment option!
- We hosted the first hybrid meetings for the Oregon Investment Board and Mount Hood Economic Alliance. I also worked with MHEA on renewing all Clackamas County members and appointing the one Clackamas County vacancy.

### Facilities and Operations

- Lauren sought quotes from IT service providers to monitor our network and phones as our contract with RADCOMP came up for renewal. We selected DirectLine-IT and will begin service on August 1.
- Lauren sought quotes on landscaping services and we decided to continue with our current contractor Sunrise Lawncare from The Dalles.
- I held three-month reviews for Kate Drennan and Jesus Mendoza (in collaboration with Kate), and annual reviews for Dana Woods and Israel Ayala Guevara.
- In January, I initiated a temporary policy to allow flexible schedules. This has been positive for staff and not affected our ability to complete our work. I will be making these changes permanent with a request to update the Personnel Policy at the September Executive Committee meeting.
- MCEDD job offers are contingent on passing a background check. We have had a few issues arise where we needed to consider what we will and will not accept in those reports. SDAO has been helpful through these conversations and suggested we develop more clear guidance staff can fall back on. ***Board feedback is appreciated, as well as examples!***
- I have begun outreach to MCEDD Board members and LAB members up for renewal. We have scheduled a meeting of the Nominating Committee in August and will have recommendations at the September Executive Committee meeting.
- As of June 30, we are not requiring masks in the office. Most project managers continue to work remotely three days per week. We have transitioned to most meetings being hybrid. We continue to monitor state guidance for COVID-19 updates.
- We try to hold staff potlucks in summer and winter. Our July 27 potluck was our best attended one yet, plus fun and yummy!



***Team MCEDD enjoying the Summer 2021 Staff Potluck!***

## Join Us for Connect Mid-Columbia!

In 2016, Mid-Columbia Economic Development District convened partners through Connect Mid-Columbia, a regional discussion to enhance the Mid-Columbia Comprehensive Economic Development Strategy with a more robust conversation around our regional transportation priorities and needs. MCEDD is refreshing the conversation this year, with goals including:

- Inventory and prioritize transportation project needs and regional issues;
- Develop regional consensus and provide a mechanism to jointly advocate for regional priorities;
- Provide a space to inform and educate about projects, funding options and upcoming issues;
- Enhance the regional Comprehensive Economic Development Strategy as a tool to promote high priority transportation projects or issues to state/ federal funders.

### Why now?

- This process would integrate well with the five-year update of the regional Comprehensive Economic Development Strategy and Gorge Regional Transit Strategy, both of which are underway.
- The process would set the region up well for the anticipated increases in federal infrastructure funding.

### Who should participate?

Federal, state and local entities that engage with our transportation system, including roads and highways, bridges, rail, air, water and transit modes.

### Process:

The following may need to adapt after the first meeting:

- **August 18, 8:30 to 10:30 a.m.**, via zoom: Intro to process, review of plans to consult for top needs, review of funding opportunities, discussion of prioritization process, discussion of other high priority transportation issues to highlight for policy proposals, identify others to invite.
- **September 22, 8:30 to 10:30 a.m.**, zoom or location TBD: summary of top regional projects and issues as submitted by partners, draft ranking based on prioritization categories.
- **October 20, 8:30 to 10:30 a.m.**, zoom or location TBD: final ranking, discussion of next steps on advocacy and support for funding requests, connection to Comprehensive Economic Development Strategy.

**Contact:** Jessica Metta, Mid-Columbia Economic Development District  
jessica@mcedd.org, 541-296-2266



**Congress of the United States**  
Washington, DC 20510

July 6, 2021

Secretary Tom Vilsack  
U.S. Department of Agriculture  
1400 Independence Avenue Southwest  
Washington, DC 20250

Dear Secretary Vilsack,

We are writing to express our support for the Mid-Columbia Economic Development District's (MCEDD) application to the U.S. Department of Agriculture Rural Development (USDA RD) Rural Business Development Grant (RBDG) Program.

MCEDD has a proven track record of creating opportunity in the Mid-Columbia region through their administration of the Oregon Investment Board, and partnership with Skamania County Economic Development Council to administer the Washington Investment Board. Through prudent use of past funds, MCEDD and the Investment Boards have spurred economic development in the region, creating nearly 1,000 new jobs. Their work is vital to communities in the Mid-Columbia region and a new infusion of federal funds would be well-timed to stimulate job creation in the local economy.

The Mid-Columbia region encompasses an incredible combination of ecosystems, wildlife, farmland, communities and cultural resources – some dating back 10,000 years. The region attracts over two million annual visitors through unique recreational activities and tourist attractions, generating significant economic activity in the region. Given the area's unique geography, it is also susceptible to economic impacts from natural disasters such as wildfire and extreme weather.

In 2017 the Eagle Creek Fire burned over 47,000 acres of forest in the region, threatening homes and businesses, evacuating communities, and shutting down major roads. The following year, the Substation Fire burned 78,000 acres through prime wheat land in Wasco County, OR. Major ice storms have paralyzed transportation networks and businesses on both sides of the river in 2017, 2020, and 2021. Gorge businesses, sensitive to transportation access and tourism, have felt the effects.

We believe MCEDD's efforts are a good match for these funds, and we thank you for your full and fair review of MCEDD's grant application. Should you have any further questions, please contact Dan Mahr in Senator Merkley's office at (503) 326-3386; or Jacob Egler in Senator Ron Wyden's office at (541) 330-9142; or Bree Rabourn in Senator Patty Murray's office at (206) 553-5545; or Madison Brown in Senator Maria Cantwell's office at (206) 220-6389; or Rachel Katz in Representative Jaime Herrera Beutler's office at (360) 695-6292; or Caroline Hinkley in Representative Bentz's office at (202) 225-6730.

Sincerely,



Jeffrey A. Merkley  
United States Senator



Ron Wyden  
United States Senator



Patty Murray  
United States Senator



Maria Cantwell  
United States Senator



Jaime Herrera Butler  
US Representative



Cliff Bentz  
US Representative