



HOOD ECONOMIC ALLIANCE

Clackamas, Hood River, and Wasco Counties

**Board Meeting
August 20, 2021
9:00 – 10:00 a.m.**

Remote Only with Zoom Link:

<https://us06web.zoom.us/j/84164278434?pwd=M2Q3SmQ5Y21kZFVyUHVJa2NHbUpjQT09>

Or call: 253 215 8782

Meeting ID: 841 6427 8434

Passcode: 795142

AGENDA

Topic	Estimated Time	Item
Call to Order, Conflict of Interest Disclosures, Introductions		
Minutes <i>July 16, 2021</i>	5 minutes	Approval
July 2021 Financial Report	5 minutes	Acceptance
New Loan Request <i>GRIT MMA LLC</i>	20 minutes	Decision
<i>Executive Session per ORS 192.660 (f)</i> (Exempt Documents) <i>Regular Session Reconvened</i>		
Loan Actions	5 minutes	Decision
Other New Business, Good of the Order		
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 MCEDD at (541) 296-2266 at least 48 hours before the meeting so arrangements for appropriate accommodations can be made.

Executive Session Protocol
Mount Hood Economic Alliance (MHEA) Board

After discussion agenda items are presented in open session by MHEA staff, the MHEA Chair will state the following: "Pursuant to ORS 192.660(f), Exempt Documents, I call the Executive session of the Mount Hood Economic Alliance to order"

MHEA Chair asks all non-staff and non MHEA members to leave the meeting. Staff will explain to visitors where they can wait and that they will be invited into Executive Session when their agenda item will be discussed.

For each discussion item on the agenda for Executive Session, the MHEA Chair will follow the following procedural steps:

1. Invite the loan applicant (or their representative) into the Executive Session for the presentation of their loan request. MHEA Chair requests a brief presentation from MHEA staff on a summary of the loan proposal or other discussion item.
2. After presentation of information by staff, the MHEA Chair asks if there are any questions for the loan applicant or MHEA staff.
3. Following questions and discussion by the MHEA, the loan applicant (and/or their representative) is asked to leave Executive Session with instruction that they will be invited into the Open session when Executive Session is adjourned.
4. MHEA Chair asks MHEA members if there is any discussion related to loan request that needs to take place before inviting the next loan applicant or other persons in to Executive Session for the next discussion item.
5. Additional discussion between the MHEA members takes place then Steps 1-5 are repeated for each following discussion item for Executive Session.

At the end of discussion, the MHEA chair will close the Executive Session. The MHEA moves back to open session. At this point, the MHEA Chair can ask for a motion of the decision items in open session. Open session is when the MHEA can make decisions on agenda items.

**MOUNT HOOD ECONOMIC ALLIANCE
BOARD MEETING MINUTES**

Friday, July 16, 2021

On Location at Cascade Locks City Hall, with Zoom-in option.

ATTENDANCE

MHEA Members: Mike Wells, Renate Mengelberg, Ken Bailey, Michael Friend, Bob Degnan, David Snider, Jerry Smith

Staff: Jessica Metta (Executive Director), Israel Ayala Guevara (Loan Fund Manager), Jill Brandt (Administrative Assistant-present via zoom)

CALL TO ORDER/ CONFLICT OF INTEREST DISCLOSURES

Chair Mike Wells called the meeting to order at 9:04 a.m. A quorum was present. Mike called for disclosure of any conflict of interest. No responses were noted.

MINUTES

Renate motioned to approve the June 18, 2021 minutes as presented. Michael Friend seconded the motion. All voted in favor, and the motion passed unanimously.

FINANCIAL REPORT

Jessica Metta presented the June Financials. She explained that the reporting change in format discussed at the last meeting is implemented here, so that Loan Clients information is provided as a separate confidential report. Amount available to lend is \$403,524.

BOARD APPLICANT REVIEW

Jessica noted that Clackamas County asked the Board to recommend an application for the vacancy and would then reappoint the existing members and appoint the new member as a slate.

Discussion: Mike Wells thanked David Snider for his recommendation of Matt Lorenzen from the City of Estacada for the open position. David recommended Matt based on the work he has done with zone development in Estacada and his overall performance in his position. Mike also offered positive reports on Matt's work in Estacada and was pleased with his application.

The Board reviewed the proportional representation of the counties on the Board: 50% from Clackamas County and 25% from each of the other two counties. That will put the number of Clackamas representatives to six, with three from Wasco County and three from Hood River County. The third from Wasco County is a tribal representative (Lonny Macy). There are only two from Hood River County at this time. Renate Mengelberg then questioned whether the Board was authorized to do business in only the rural parts of

Clackamas County. Mike Wells responded that the entire county of Clackamas is included in the MHEA's region, with no distinction between rural and urban boundaries.

Ken Bailey motioned to recommend the slate of existing Clackamas County members and Matt Lorenzen to the vacant seat for appointment by Clackamas County . Bob Degnan seconded the motion. All voted in favor, and the motion passed unanimously.

Jessica will submit the paperwork to Clackamas County to get Matt appointed and the current members reappointed.

LOAN REQUEST: ON-SITE SUPPLY HOUSE

Israel Ayala introduced this client with a brief background. The business is located in Hood River, and deals with irrigation supplies, pipe and fittings. Contractors are the business' customers with generally a 30-day to 60-day turnaround for repayment. Israel explained the client's loan history with MCEDD, where they have a current loan in process of repayment.

EXECUTIVE SESSION

Executive Session per ORS 192.660 (f) entered at 9:15am.

Jerry Smith joined the meeting at 9:25am.

Regular session reconvened at 9:55am.

LOAN ACTION

Ken Bailey motioned to approve asking the client to come back in 60 days with a business plan and an accounting plan that will satisfy the concerns expressed by the Board on this application. David Snider seconded the motion. All voted in favor, and the motion passed.

Israel Ayala will contact the client and continue to work through the issues raised until the conditions can be met in order to resubmit to the MHEA.

OTHER NEW BUSINESS/ GOOD OF THE ORDER

Ken commented that the discussion was better in person. Jessica asked if this meeting location worked well for the Board members. General agreement all around.

The Board expressed interest in considering different interest rates to match the other loan funds managed by MCEDD. Jessica noted the MHEA does not have a Revolving Loan Fund Plan that sets policies and procedures for the fund. The Board asked Jessica to develop a draft plan for the Board to review and approve at a future meeting.

ADJOURNMENT

Mike Wells adjourned the meeting at 10:06 a.m.

Respectfully submitted by Jill Brandt, MCEDD Administrative Assistant

MHEA Financials
July 2021

Revenues						
	Budget	To Date	Balance	% of Budget	Projected Year End	
7/1/21 Relending Fund Balance	169,538	408,283	0		169,538	
Loan Principal Payments	82,090	14,853	-67,237	18%	223,726	
Loan Relending Revenues	251,628	423,136	171,508	168%	393,264	
Administration Revenues						
Investment Account Interest	2,500	198	-2,302	8%	2,400	
Loan Fees	1,500	0	-1,500	0%	1,500	
Interest Payments	38,839	2,359	-36,480	6%	26,638	
2020-2021 Admin Revenue	42,839	2,557	-40,282	6%	30,538	
Expenditures						
Relending Funds						
New Loans	150,000	0	-150,000	0%	150,000	
Total New Loans	150,000	0	-150,000	0%	150,000	More funds available
Administration Expenses						
Audit	2,500	0	-2,500	0%	2,450	
Bank Fees	100	4	-96	4%	100	
Legal Fees	1,000	0	-1,000	0%	1,000	
Loan Expenses	1,000	0	-1,000	0%	1,000	
State Ethics Commission	350	0	-350	0%	375	
Website	20	0	-20	0%	450	
Administration	18,000	1,365	-16,635	8%	19,000	
Total Admin Expenses	22,970	1,369	-21,601	6%	24,375	
Ending Cash Balance						
	121,497	424,325	302,828	349%	249,427	