

# Economic Development Council of Tillamook County Board Meeting

Tuesday, November 17, 2014  
12:30 pm

<b>Board Members Present:</b>	Doug Olson	<b>Board Members Not Present:</b>	Dale Stockton
	Suzanne Weber		Patrick Criteser
	Connie Green		Mark Labhart
	Ray Sieler		Mike St. Clair
	Michele Bradley		
	Tony Enzler		
<b>Staff Member Present:</b>	Dan Biggs		
	Carla Lyman		
<b>Public Attending:</b>	Nan Devlin	John Hope-Johnstone	Gus Meyer
	Scott Gilbert	Rachel Hagerty	Stephanie Hurliman
	Angeline Chan	Justin Aufdermauer	Mary McArthur
	Pepper		

## **Call to Order** (agenda item 1)

The meeting was called to order at 12:39 pm by Chair Doug Olson.

## **Consent Agenda** (agenda item 2)

A motion to approve the minutes as presented was made by Michele Bradley and seconded by Suzanne Weber. The motion carried.

A motion to approve the financial reports as presented was made by Connie Green and seconded by Suzanne Weber. The motion carried.

## **Presentation** (agenda item 3)

Nan Devlin presented an overview of the benchmarking report created by the Dennett Consulting Group. This research was conducted online for five days in September via Survey Monkey using a Research Now database. The report is broken into five categories: top of mind, brand recognition, brand attributes, perceived quality, and economic impact. This information will serve as the baseline for further evaluation.

## **New Business**

### RLF Loans (agenda item 4A)

Dan Biggs presented loan #2 to the Board for their approval. This is a loan for a total of \$200,000--\$150,000 from ColPac and \$50,000 from EDC. Calpac's loan has been approved with five conditions—1) sign a letter of intent to lease space at the Port of Tillamook Bay; 2) provide a DUNS number; 3) provide a certificate of additional insurance; 4) provide additional documentation on equipment being used as collateral; and 5) estate guarantee documentation. A motion to approve the loan with the five conditions was made by Ray Sieler and seconded by Suzanne Weber. The motion carried.

## **Old Business**

### Executive Director Search Process (agenda item 5A)

Connie Green reported that initial interviews had been held and references are currently being checked. The Board was asked to select either December 3<sup>rd</sup> or December 9<sup>th</sup> for final

interviews and a community forum, which will be one hour. Consensus of the Board was to hold the interviews and forum on December 3<sup>rd</sup> from 8:30 to 12 Noon.

Review of Audit (agenda item 5B)

Board Secretary/Treasurer Tony Enzler, who was attending by phone, was not prepared to discuss the audit at this time and the review will be on the December agenda.

**Reports**

TLT Update (agenda item 6A)

Doug Olson reported that as of the third quarter \$1.944 million has been received (before the 70/30 split). This is higher than estimated. He also reported that The County has made a policy decision stating that funds for tourism related projects (buildings, etc.) must go to a public agency. Any non-public entity that wants to apply must partner with a public agency to be considered. Doug stated that the process to be used to evaluate applications for tourism related facilities will be County Legal Counsel, TAC to review based on established criteria, then EDC Board and final decision rests with the Board of County Commissioners.

John Hope-Johnstone went over the highlights of the October online response report.

Nan Devlin and Justin Aufdermauer reported that all Village information for the new visitor's guide has been vetted. The EDC Board would like to see the guide before it is printed and Justin agreed to have a mock-up by December 16<sup>th</sup>. Also, a letter is being sent to lodging and restaurant operators requesting they register on the website by 12/12/14.

TAC Update (agenda item 6B)

Doug Olson stated that the terms of three of the nine TAC members expire at the end of the year. They are Shirley Kalkhoven, Eugene Tish, and Betty Baumgart and all have indicated that they would like to continue to serve on the committee. A motion to ask the BOCC to reappoint Shirley Kalkhoven, Eugene Tish and Betty Baumgart to the TAC was made by Ray Sieler and seconded by Suzanne Weber. The motion carried.

The TAC meets again on December 2.

**Director's Report** (agenda item 6)

Dan Biggs reported that work continues on a third RLF loan and Wealth Works is also ongoing.

**Board Comments** (agenda item 7)

Consensus of the Board was to have the December 16<sup>th</sup> meeting remain on the calendar. It will be cancelled if not necessary.

**Adjournment** (agenda item 8)

The meeting was adjourned at 2:05 pm by Chair Doug Olson.