



EDC Board Minutes
February 21st, 2017

Board Members Present:		Board Members Not Present:	
Michele Bradley	David Yamamoto	Garry Bullard	
Doug Olson	Mike Bever	Ed Gallagher	
Suzanne Weber	Tammy King-Crossley		
Connie Green			
Ray Sieler			
Staff Present:	Mike Cohen	Laura Gruenewald	Susan Moreland
	Amy Blackburn	Nan Devlin	
Public Present:	Joe Meyer	Justin Aufdermauer	

Call to Order

The meeting was called to order by 11:33am by Chair Michele Bradley. There was no public comment at this time.

Consent Agenda

Director Cohen reported that EDC is well within our expenses and we're at 50% of fiscal year through December. The revenues will look substantially different next month as we'll get second quarter from county and also addition from USDA grant.

Amy Blackburn reported on VTC broke down "other contracted services" so you can see where money's going in more detail in that category. Starting budget process already.

Director Cohen reported on the RLF and the only difference you'll see is that the RMRF account has \$35k as our first influx of USDA grant came in. There's also two new loans that were funded which brings the total funded to just under \$300k. There were questions asked and some discussion on Beaver Store loan, paying on time, any interest in the property, the encumbrances on property and where all stands with it. Has there been any interest on the property and is the EDC involved in any way? A motion to approve the minutes of the January 17th, 2017 meeting and the financial reports as presented was made by Suzanne Weber and seconded by Connie Green. The motion carried.

Commissioner Yamamoto was asked to bring back report on the Facilities Grants that were awarded by the County - where they're at with the funding and completion of projects. Commissioner Yamamoto went through the lists of 2015 & 2016 Facility Grant awards, who it went to, the project, the dollar amount, and the status whether completed, delayed or in the process. Total for 2016 awarded grants =

\$1,137,179, total expended = \$207,567. The question was asked who manages the grants at the county to make sure they're following through and completing the way the grants were lined out. Also it was brought up that there's a good possibility that the larger grants needed to be bid and construction of most likely would occur in dryer weather. If awarded and bid on late in the year, all we've had is winter wet weather since. There were some questions and discrepancies for which Commissioner Yamamoto will look into and do a follow up report.

Old Business – none

New Business

Approval of Budget Officer and Schedule

Director Cohen mentioned that since Amy had control over the budget, thoughts are to officially make her the Budget Officer. It only makes sense. As for the Budget Schedule, last year's template is being used and the notification dates and times in between are the same, the actual dates are the only thing to change up. Between now and March meeting we'll figure out who in the Budget Committee will be available for the Budget meeting. On that particular meeting, we need more time not only for the Budget meeting, but there will be an Executive meeting along with regular EDC meeting. There was some discussion on the schedule and recommendations on what might work better for next time. Doug Olson moved that the EDC accept the schedule as presented with the exception of a portion, the meeting on May 16th start at 11am, and second that Amy Blackburn be appointed as Budget Officer, Tammy King-Crossley seconded. The motion carried.

Approval of final EDC Scholarship Program

Director Cohen talked about that we pretty much had gone over the program before but needed Heidi to come through and make sure all fine points were correct or corrected. The Board was presented the final draft and the EDC has the full \$1k for the scholarship. Director Cohen recommended that Mike Bever and Ed Gallagher be on the committee with Mike to review any applications that come in. Mike Bever agreed, Ed Gallagher was absent from meeting.

Suzanne Weber moved for approval on the EDC Scholarship program as presented, Commissioner Yamamoto seconded. The motion carried.

Board discussion on Ordinance #82

Director Devlin was asked by Commissioner Baertlein to present to the Board a draft of Ordinance #82. Commissioner Baertlein's looking for community support on this. It's a smoking ban of all tobacco and vape products in any county building, on any county property, parks, parking area, etc. There was much discussion from the board but what was agreed on that regardless of personal feelings was that the board cannot take a position on the ordinance. Some comments were that it appeared unenforceable, it might have a negative economic impact on the county, how is that cigarettes/vape/chew is being addressed but not Marijuana; if we don't have enough resources as the county stands, this would appear to be lower priority. How to promote a community tobacco product free but not Marijuana? Community or Tourism negative impact? Commissioner Yamamoto and Director Devlin will take their notes back and report to Commissioner Baertlein. Connie Green recommended that they ask Randy with the Tillamook School District how hard it is to enforce the no smoking policy for the district. That would give an idea on how easy/hard enforcement is with vast amount of land involved.

New policy statements on Marketing & Promotion Grants

Next round of grants are out and available, new packet is 22 pages long, more detail and hopefully helps applicants with more directions and examples. Amy has revised and added a few more rules and documents for which they'll know up front so applicants are clear about what expectations are.

Distribution of Audit & Board letter

Amy Blackburn distributed audit & board letter which stated that the audit went smooth, records were in order and audit was complete. Thanks to Amy for all her hard work in getting it to this point.

Evaluation Process

Connie Green went over the Director's review/evaluation process. By March 15th they're to take their goals and give an update on where they are. Connie will pass them on to the board along with Professional Leadership Skills forms. Return board thoughts and comments back to Connie by April 12th and by April 18th there will be an Executive session to see the results. May 16th meeting there will be 2-15 minute meetings whereby results will be shared with each Director.

Reports

EDC Director Report

Director Cohen reported:

- On table at front of room there are the new updated/revised EDC organizational binder inserts with or without the actual binder.
- Meeting with Matt Devore, CEO of Cascade Pacific Council BSA contacted him out of the blue and went well. It's out of BSA at this point, but they're fully on board with building of the golf course on that parcel of land. Director Cohen said the EDC would help in any way it could to move the project forward, no control over what they rest of the community wants or feels about it. It was recommended that Mike assist them in some public meetings for which he agreed.
- On Neskowin Community meeting that took place about the water quality/high bacterial levels in Hawk Creek where it goes into ocean and the warning signs that are posted when samples are taken and levels are high. This summer will probably be more problematic as the levels of acceptable bacteria is going to be about half of what it was. Director Cohen reporting, Laura Gruenewald actually attended. Jennifer Purcell was a terrific facilitator along with representatives from DEQ, OHA, TC Environmental Health and Nestucca-Neskowin Watersheds, and Neskowin Sewer District. The intent of meeting was to bring various agencies together, share monitoring data, answer community questions and lay out what the community can and needs to do. With the various agencies there laying out their findings, what exactly it is they do and what sort of timeline that looks like, it's imperative that the community jump in and become part of the team, the solution. There was much discussed, many questions asked and answered and by the time the meeting was over, there were 3 teams that were being formed via sign-up sheets. One, to get going on more sampling so source can be identified, two, better communication and ways for that to happen, and a third to get more information on signs, who can make them, who can put them out and where?
- Housing Task Force - day after tomorrow is roll out of the study to elected officials. Meeting is taking place @ TBCC, then in March consultants will be here 15th-17th for public meetings. There will also be a Train the Trainer one too so specific individuals that have contact with the community can be "trained" to go out and talk about this to others. For this to have any chance of success, it has to be widely distributed and understood.

- Financial Viability Study took much time to put together as there are so many moving parts and many things unknown. Bottom line, in order for us to be what we are, we need about 104k to exist. We can't pay half of anything so that's the bottom line. We don't know what's going to happen with county funding. Director Cohen went over various financial possibilities and some questions were asked with much discussion. In conclusion, we've made a contribution to this county and just need to keep getting the word out the best we can. With the loans that were given out just this last year and the jobs/businesses that were saved, the \$85k that the county gave to EDC, they've made it back many fold. Connie Green spoke that implementation needs to start now with the viable and sustainable suggestions in his report.

VTC Director Report

Director Devlin reported on:

- Latest TLT numbers as of February 9th, despite Q4 being one of the worst weather wise, still doing very well and should break even with last year. Director Devlin feels that is due to the fishermen and all that's included with fishing because of closures in WA. She did a lot of fishing advertising in WA, Idaho, Northern Cal, and throughout Oregon.
- What advertising was done in print, broadcast and digital in addition to Google Adwords programs.
- Bizarre Foods opening show featured Oregon and the coast with segments of Jeff Wong, Jacobsen Salt and was supposed to be Offshore Grill but they weren't featured for some reason.
- They had a two day culinary and agritourism studio workshop @ TBCC, about 40+ participants (fishermen, brewers, growers, etc) and the initial feedback is that people walked out "jazzed" and ready to do what they decided to do was to put an online imprint food trail map. Director Devlin said that was to become part of their website anyway so this way maybe some things can be worked out by the time they get ready. Next meeting is the 28th so will talk about what is next step, i.e. map, what food trail website would look like, etc.

TAC Liaison Report

Doug Olson reported:

- No TAC meeting last month and not one next month either

Board member comments –

- Doug Olson – Inn at Cape Kiwanda up to third floor with roof sticking up all framed out and trying to open by August. Also, superintendent of schools resigned for personal reasons.
- Mike Bever – March 6th visitor's center closes and reopens in new spot the weekend of the 20th so if you want to see it for last time, go soon. There will be some food offerings and same ice cream menu as old center. Everything's on schedule.
- Connie Green – Dedication of new building is March 6th as well.
- Michele Bradley – there seems to be issues with the Kite Festival and was hoping to get help roping in all the pertinent parties to sit down at a meeting.

Adjournment

The meeting was adjourned at 1:25pm by Chair Michele Bradley.