

Union County Economic Development Corporation

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Minutes October 18, 2007

Monthly Meeting: 6:00 p.m. at UCEDC Office 1119 Washington Avenue,
La Grande

Meeting Facilitator: Tim Seydel-President
Board Reporter: Violet Trapp, Administrative Assistant
Executive Director: Craig Thompson
Members Present: Tim Seydel, Howard Perry, Dennis Spray, John Howard, Russell Lester,
Lee Lindsey, Mike Poe, Janet Hume-Schwarz and Dale Case
Absentees: Bill Whittemore, Sheri McDonald, and Lori Hines

The meeting was called to order at 6:00 p.m. by Tim Seydel, President.

Tim called for a motion to approve the September minutes.

Dennis Spray moved that the board approve the September minutes. John Howard seconded the motion. The motion carried.

OLD BUSINESS:

Purchase Offer - Baum Industrial Park: - John Howard/Craig Thompson

UCEDC is close to closing on the 11.54 acre property in the Baum Industrial Park. Tim Seydel and Craig Thompson attended the County Commissioners Meeting and asked for the dedication of the road and the drainage. The request was approved and signed by the county commissioners and recorded with the county clerk. A final look at the promissory note and the trust deed is yet to be done. John Howard said these papers will be sent to the title company and a time will be set for all parties to meet at the title company for signing. John suggested the closing of the sale be listed on the UCEDC Blog Site and an ad be published in The Observer. Craig said he expects the closing to be by October 26, 2007.

Downtown Development Workshop – Craig Thompson

A downtown development workshop was held on October 3rd through the Renaissance Committee of which Craig is a member. The meeting was at the La Grande Middle school with about 45 people in attendance. A consultant team from Portland, OR came to meet with various stockholders and gave a power point presentation at the meeting and followed by a discussion and

question session. The next step is to receive a draft report from the consultant which will be reviewed with the consultant and the Renaissance Committee. Then a final report will be given to the committee and to the City of La Grande.

Connect Oregon II –Alicel Project– Craig Thompson

Craig is working with John Sperl, with PGG, to update the Connect Oregon I grant application in order to apply for the Connect Oregon II grant program. The Alicel Project will stay the same as before but the cost of the project will increase. The application for Connect Oregon II is a little different than Connect Oregon I. Oregon I was 13 pages long Oregon II is now 20 pages. There is a lot of work to be done on the Connect Oregon II application even though much of the ground work was done on the first application. The project cost is about \$2.8 million with approximately 80% grant funded along with a 20% match. Craig said that with Connect Oregon I the dollar amount was 15 million per region, Connect Oregon II the dollar amount is 10 million per region. Dale Case added that Connect Oregon II is requiring a state multi-model study fee of 2% that will go to the State of Oregon. Craig said a special line item was added for multi-model study fee. Once the project cost is calculated, the matching plus the grant amount, then the 2% multi-model study fee is calculated into the figures.

Last week Dale Case, Dennis Spray and Tim Seydel met with Commissioner Steve McClure, Allen Wagoner, President of Pendleton Grain Growers, Tammy Denee, Executive Director of Oregon Wheat Growers League and Kim Puzey, General Manager of the Umatilla Port District to discuss what UCEDC may possibly have to deal with concerning the grant application. The Port District of Umatilla is going to write a Letter of Support for UCEDC. Dennis Spray volunteered to call Kim Puzey about the letter.

City Funding Request - Craig Thompson

As per the direction of the UCEDC Board, Craig prepared and hand delivered the letter of funding request for \$35,000 to the City of La Grande on October 3rd. Along with the letter Craig submitted the August Minutes which included the motion to approve the MOU and Work Plan.

County Funding Request - Craig Thompson

On October 3rd Dale Case and Craig went to the County Commissioners Meeting to request funding for the fiscal year of 2007-2008 and the request was approved. The request was for \$35,000 but UCEDC will likely get about what was given last year which was \$32,400. An invoice was submitted for the first quarter. Craig talked with Marlene Perkins and she told him to go ahead and submit an invoice for the second quarter. The money should be available after November 15.

Howard Perry moved that UCEDC put an ad in The Observer to express an appreciation for the partnership with Union County and the support UCEDC receives and that this generates new opportunities for the county. Dale Case seconded the motion.

Russell Lester amended the motion to add 'and the private enterprise'.

After a lengthy discussion the board agreed that Craig and Tim draft a letter and send it to the Union County Commissioners.

Howard Perry made a motion to withdraw his motion. John Howard seconded the motion.

Action will be taken in the form of a letter of appreciation from the UCEDC board to be presented to the next appropriate meeting of the commissioner board and presented by the President, Tim Seydel.

Howard Perry suggested that UCEDC send a letter of appreciation to the City of La Grande thanking the city for their support and the infrastructure that has been completed.

Howard Perry said some aerial pictures were taken of the park but were not good, waiting for a good time to take more pictures.

Goals and Outcomes – Tim Seydel

The board met at 5:00 p.m. prior to the regular board meeting to review the goals and outcomes and to make changes to update the goals.

REPORTS:

Finance Committee – Mike Poe

The Profit & Loss Summary shows that UCEDC is in line with the budget except for the partnership. UCEDC has not received any partnership funding as of September 30 which makes the net in-come look very poor.

The annual tax returns and statements were completed by the accountants, Seydel, Lewis, Poe, Moeller & Gunderson.

Janet Hume-Schwarz asked if the Finance Committee is considering revising the budget if we do not get funding from the City of La Grande. Tim Seydel said it would be necessary to revise the budget.

Property Committee – Dale Case

As was discussed earlier under Purchase Offer there is a sale in the Baum Industrial Park that is near to closing. Dale met with a potential buyer of land in the LGB&T Park. The Property Committee has not met. Dale, John Howard, and Craig met with the potential buyer. This went to executive session.

Communications/Marketing Committee – John Howard

There has been no recent meeting of the committee. John is thinking about placing a quarter page advertisement in The Observer that will include a picture of the LGB&T Park and a list of the real estate brokers that are members of UCEDC. Once there is an updated photo there are several items that will need updating with the photo.

Janet asked if UCEDC is receiving any inquiries on the Loopnet. Craig said there has been very little activity with Loopnet for sometime. Janet asked if a report could be done to show what activity there has been. Tim concluded that this would be taken to the Communications/Marketing Committee Meeting on October 23 and report back to the board for a decision to continue or discontinue the Loopnet advertising.

Membership Committee – Bill Whittemore

Bill was absent. Dale asked how many board members have turned in a list of names that Bill asked for. Violet said 6 board members have responded with a list. Dale asked for each of the 6 board members that have not responded to send in a list of names.

Executive Report – Craig Thompson

- The City of La Grande is holding a work session on October 29. The purpose is to

look at the economic development activities.

Administrative Assistant Report – Violet Trapp

- August Minutes were sent to the membership and partnerships.
- Financial Reports (Balance Sheet, Profit & Loss Statement and the Budget vs Actual), through September were given to Mike for the Financial Report.
- The membership list is updated through the month of September.
- All the board member binders are updated for the October Board Meeting.
- Invoices and letters for October membership renewals were sent.
- Thank you letters and membership certificates are prepared and ready for signatures
- The renewed members of UCEDC for September are:
Avista Corporation, Eastern Oregon Title, Fashion Floors/Carpet One, Grande Ronde Hospital, William Hermann, Robert Brooks Painting and The Observer

To date in the fiscal year of 2007-2008, 100% of invoiced members have renewed along with gaining 1 new member. Thanks members for your support it is very much appreciated.

NEW BUSINESS:

City Garbage Services – Craig Thompson

Went to Executive Session

EXECUTIVE SESSION:

The board came out of Executive Session

Howard Perry made a motion that Craig develops a draft wording of the by-laws modifications to reflect the change in the appointment of board members from the LGIDC Board to the membership to be considered at the next board meeting. Dennis Spray seconded the motion.

Russell Lester amended the motion to add that the board members be elected by the membership similar to the way the Union County Chamber of Commerce conducts elections. Dennis Spray seconded the amendment.

The motion is: that Craig develops a draft wording of the by-laws modifications to reflect the change in the appointment of board members from the LGDIC Board to the membership and that the board members be elected by the membership similar to the way the Union County Chamber of Commerce conducts elections. The motion was approved.

Howard Perry recommended that UCEDC ask the Property Committee to approach the university concerning making a donation of property to the university in the LGB&T Park.

Dale Case, Chairman of the Property Committee asked for 3 volunteers to go with him to the university. Janet Hume-Schwarz, Howard Perry and Russell Lester volunteered. The tentative plan is to schedule a meeting during the week of October 29.

Todd Richmond request – Craig Thompson

Craig received a call from Todd requesting a list of jobs that were created in Union County over the past three years. Craig explained that it is rare that any organization can take all the credit for bringing in businesses. UCEDC operates as a team with the city and county. Once the request was clarified with Todd, Craig compiled a report of companies that UCEDC has worked with directly, companies that called UCEDC and were referred to appropriate organizations, companies that UCEDC worked with as a team through the Contact Committee or otherwise. The list was e-mailed to Sandy Lund two weeks ago.

For the board's information Craig read the figures of what has been accomplished over the last 3 years, 2005, 2006 and to-date of 2007. Either, directly, indirectly or by team approach, 8 companies have built in Union County creating from 63-79 jobs.

Wayne Waite Lease – Craig Thompson

The renewal of the annual farm lease for 2007-08 with Wayne Waite is signed by Tim Seydel, President, and is waiting for Wayne's signature along with the \$500 lease payment.

FOR THE GOOD OF THE ORDER:

Russell Lester brought up an item just to put on the table concerning the La Grande School Board's consideration of an excise tax on new construction for the purpose of increasing the schools maintenance fund.

Meeting Adjourned 7:28 p.m.

Respectfully Submitted by:
Violet Trapp
Administrative Assistant

Note:

Next Board Meeting: Thursday November 15, 2007 at 6:00 p.m.
UCEDC Office at 1119 Washington Avenue

Executive Meeting: Tuesday, November 6, 2007 at 7:30 a.m.
UCEDC Office at 1119 Washington Avenue