

Union County Economic Development Corporation

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Minutes May 17, 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, Bill Whittemore, Dennis Spray, Russell Lester, John
Howard, Dale Case and Mike Poe
Absentees: Lori Hines, Janet Hume-Schwarz, Sheri McDonald, Howard Perry and
Lee Lindsey,

Visitors: None

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

Tim asked for a motion to approve the April 19th Board Meeting Minutes.

Dale Case moved that the Minutes be approved as written. Dennis Spray seconded the motion. Motion carried.

OLD BUSINESS:

Web Site Enhancement Update - Craig Thompson

Craig passed around the table the finished opening page of the UCEDC Web Site. The consultant has completed the redesigned web site and sent it to Craig on a ZIP File. Craig forwarded it to EONI to upload the information to replace the existing UCEDC Web Site. EONI will do some adjustments to make everything work right. A News Blog was added to the Navigational Bar. The blog will have to be designed. The revised web site is near completion.

UCEDC – City of La Grande MOU – Tim Seydel

The board members were given a draft copy of the MOU. The board reviewed the draft and made some minor changes. Craig received an e-mail from Steve Clements stating that a work session is scheduled on June 4 to discuss the MOU.

John moved that the board approve the draft with the changes and any additional changes

made at the June 4th work session meeting are to come back to the UCEDC Board for approval. Dennis Spray seconded the motion. The motion carried.

UCEDC Office Lease – Craig Thompson/Dennis Spray

The current lease expires July 31, 2007. The monthly rent is \$935 plus \$205 for the cost of the remodeling that was done for UCEDC, making the total \$1140. Craig contacted Ray Hyde about renewing the lease. Ray has responded with a renewal offer of \$1000 per month on a 5 year contract.

Dennis Spray said CHD is in the process of acquiring another location and moving out of the present facility on K Avenue. The VA is locating a medical center in La Grande and is interested in occupying space in that part of the building that CHD is now using. There will be some additional space available for lease. This may be a good place for UCEDC to locate. Dennis said that it could be a year or more before the space is available and suggested that UCEDC consider a one year extended lease with Ray Hyde.

Dennis moved that UCEDC offers to do a 1 year extended lease agreement with Ray Hyde at \$1000 per month. Bill Whittemore seconded the motion. Motion carried.

Craig will contact Ray.

Russell Lester mentioned that there is office space available at the Riveria Building. No action was taken.

LGB&T Park Pricing Policy - Craig Thompson

Craig said UCEDC is getting less calls inquiring about the LGB&T Park than it was. John Howard suggested that perhaps UCEDC should consider doing an incentive offer by reducing the price on the first 10 acres sold. Russell Lester said the price per acre is already below market price and that reducing the price on some lots could create problems. The consensus of the board is to leave the pricing schedule as is and to review it in September 2007.

ODOT – Indenture of Access – Tim Seydel

UCEDC relinquished some access rights off of Hwy 30 at the LGB&T Park to ODOT. Craig talked with the City of La Grande and forwarded the Indenture to Howard Perry to review. Howard told Craig that UCEDC should sign the Indenture of Access. Craig also talked with Norm Paulus and was told that it needed to be done. The agreement was signed and given to ODOT.

REPORTS:

Finance Committee: - Mike Poe

Since Mike Poe, who is with SSLP&G, is on the UCEDC Board it was discussed that another accountant be sought to do the tax returns. Mike contacted some of the local accountants and has not found one willing to do the returns. Mike said he is willing to continue doing the Financial Statements but thought it best if another accountant does the 990 Return. SSLP&G has done the returns for most of the years that UCEDC has operated and the board agreed to continue with SSLP&G.

Property Committee: - Dale Case

No report.

Bill Whittlemore asked about the water rights. Craig told the board in the April meeting that he had talked with Attorney David Baum about the wording of the advertising of the water rights. Brandon, who is with the Baum firm and worked with Craig on the water right, sent a letter to Craig suggesting UCEDC list with oregonwaterrights.com. Craig looked up the site and found it is operated by a company named Ground Water Solutions, Inc. and Schwab, Williamson, Wyatt, Portland based law firm. Craig has two signed affidavits, one by Don Miller and one by Paul Dalglish, attesting to the fact that the water has been used in the last five years. Everything is in place and ready for advertising. The board decided to advertise in The Observer.

Communications/Marketing Committee: – Craig Thompson
No Report.

Membership Committee –
No report. Need to get a committee meeting set up and a business update.

Executive Director: – Craig Thompson

- Marketing of the LGB&T Park continues. Ads were placed in the Bend and Portland Newspapers. Ads in the Spokane, WA and Boise, ID are yet to be done.
- Steven Rhyner, of Pacific Empire Radio Corporation came into the UCEDC Office and said the company is interested in becoming a member of UCEDC. UCEDC received the membership fee. PERC is now a member of UCEDC and has offered to do some In-Kind advertising of two minute spots. Craig suggested starting the interviews with Tim Seydel and go down the line of officers to advertise the LGB&T Park. This will reach into Idaho, Oregon and Washington. Steven Rhyner has volunteered to be a member of the Communications/ Marketing Committee
- Steve McClure called Craig regarding the weeds in the LGB&T Park and has agreed to do the spraying for \$100. Craig gave the okay to proceed with the spraying. Craig received a call from Eldon Slippy concerning maintenance of the business park. The grass needs to be mowed. Craig will talk to Wayne Waite and Don Miller, who rent land on some of the park, along with Eldon and Dale Case to determine how to do this maintenance jointly.
- The checking account with Community Bank is in place. Once the Money Market Account is set up at Community Bank in June then UCEDC will transfer the monies from the Sterling Savings Bank Checking and MM Accounts to the checking and MM accounts in Community Bank, therefore, closing the accounts with Sterling Savings Bank.

Administrative Assistant Report – Violet Trapp

- April Minutes were sent to the membership and partnerships.
- Financial Reports (Balance Sheet, Profit & Loss Statement and the Budget vs Actual), through April were given to Mike for the Financial Report.
- The membership list is updated through the month of April.
- All the board member binders are updated for the May Board Meeting.
- Invoices and letters for May membership renewals were sent.
- Thank you letters and membership certificates are prepared and ready for signatures
- The renewed members of UCEDC for April are:
Action Plumbing, Wheatland Insurance, Mountain West Moving & Storage, Barreto Manufacturing and Steve Rzonca
- Craig's monitor started to show signs that it is not far from quitting. A new 19" monitor was ordered. Violet now has the 19" monitor and Craig took the 17" that Violet received

last month.

- The 2007 version of Quickbooks arrived and was installed into Violet's computer. It is working just fine.
- Worked with Craig to get the 2007-08 Budget ready for the Finance Committee Meeting and presenting to the board.

NEW BUSINESS:

UCEDC Annual Budget – Craig Thompson

The board members were handed a copy of the UCEDC Proposed 07-08 Budget. Mike Poe said that the Contingency Fund should be moved to the Overall Income & Expense line and to delete the Contingency Fund line.

Russell Lester moved that UCEDC accepts the 07-08 Budget with the Contingency Fund line deleted and the fund dollars be added into the Overall Income & Expense line. Bill Whittemore seconded the motion. The motion carried unanimously.

EOU Marketing Class Project - Craig Thompson

Craig talked with Ted Atkinson, EOU Marketing Professor. Ted is looking for a project for his marketing class. The LGB&T Park was discussed and it was determined the marketing of the park would make a good class project. Craig met with 3 or 4 students, told the students what UCEDC has done to date, and Craig asked the students to form some marketing strategies for the business park that UCEDC has not considered. At this point Craig is waiting to receive the marketing strategies from the students.

EXECUTIVE SESSION:

No Executive Session held.

FOR THE GOOD OF THE ORDER

The board agreed to have Craig invite Lisa Dawson to be the guest speaker for the June 21 board meeting.

Meeting Adjourned 7:20 p.m.

Respectfully Submitted by:
Violet Trapp
Administrative Assistant

Note:

Next Board Meeting: Thursday June 21, 2007 at 6:00 p.m.
UCEDC Office at 1119 Washington Avenue

Executive Meeting: Tuesday, June 12, 2007 at 7:30 a.m.
UCEDC Office at 1119 Washington Avenue