



Columbia-Pacific
Economic
Development
District

**Combined
Col-Pac EDD and
NW Oregon Economic Alliance Meeting
November 12, 2020
9:00 am—11:00 am
Zoom Meeting**



<https://us02web.zoom.us/j/82206087681?pwd=c2ltUHBQMUZ6d211Wm0xa1RjWGQyZz09>

Meeting ID: 822 0608 7681

Passcode: 063755

Agenda

9:00—9:10a	1. Welcome and Introductions	Henry Heimuller
9:10—9:20a	2. NOEA Business <ul style="list-style-type: none"> 🚩 September 28, 2020 Minutes (attached) 🚩 October 2020 Financials (attached) 	Lianne Thompson Action Item Action Item
9:20—9:40a	3. Col-Pac Business <ul style="list-style-type: none"> 🚩 September 28, 2020 Minutes (attached) 🚩 Sep/Oct 2020 Financials & Consolidated Statement(s) 	Henry Heimuller Action Item Action Item
9:40—9:45a	4. Upcoming Board Member Vacancies	Henry Heimuller
9:45—10:15a	5. Other Business <ul style="list-style-type: none"> 🚩 EDA Interim Report (Linked) 🚩 EDA Capacity Report (Linked) 🚩 Broadband Action Team (BAT) 🚩 USDA RFSP Grant 🚩 NWOTA/NWACT 🚩 Business Oregon Emergency Business Assistance Grants 	Henry Heimuller Ayreann/Mary Ayreann Ayreann Mary Mary
10:15—11:00a	6. Member Updates/Roundtable	Members

Next Meeting
January 14, 2020

Attachments:

Col-Pac/NOEA September 28, 2020 Meeting Minutes
NOEA October 2020 Financial Statements

Col-Pac EDD /NOEA Combined Board Meeting

September 28, 2020

Zoom Meeting

St Helens, OR

The following members attended the meeting:

Andrew Lattanner—Col-Pac/Portland CC	Lianne Thompson—Col-Pac/NOEA/Clatsop Co
Arlene Soto—Tillamook SBDC	Marsha Kirk—Col-Pac/City of Banks
Brett Estes—Col-Pac/City of Astoria	Melyssa Graeper—NW Reg Solutions/DEQ
Brian Little—Columbia County citizen	Michele Bradley—Col-Pac/Port of Tillamook Bay
Bruce Jones—Col-Pac/City of Astoria	Paul Vogel—Col-Pac/CCET
Doug Hayes—Col-Pac/Port of Columbia County	Rob Drake—Col-Pac/City of Cornelius
Erin Skaar—Tillamook County	Ross Tomlin—Col-Pac/Tillamook Bay CC
Frank Spence—Col-Pac/NOEA/Port of Astoria	Ryan Wells—Col-Pac/City of Cornelius
Henry Heimuller—Col-Pac/NOEA/Columbia Co	Senator Arnie Roblan
Jennifer Purcell—NW Regional Solutions	Shawna Sykes—Col-Pac/Oregon Employment Dept
Jerry Willey—Col-Pac/Washington County	Steve Wright—Col-Pac/City of Seaside
John Southgate—Washington Co Economic Dev	Suzanne Weber—Col-Pac/City of Tillamook
John Walsh—Col-Pac/City of St Helens	Terre Cooper—Col-Pac/EDC—Tillamook County
Karen Kent—Col-Pac EDD	Tony Hyde—Col-Pac/Columbia Co Private Sector
Kathy Engel—Col-Pac/Columbia Private Sector	Van Moe—Col-Pac/NOEA/Tillamook Private Sector
Kevin Leahy—Col-Pac/CEDR	

Excused: Senator Betsy Johnson

AGENDA ITEM-1 Welcome and Introductions

Henry Heimuller welcomed everyone to the Meeting. Commissioner Thompson stepped in to chair the meeting at approximately 10:00 am when Commissioner Heimuller had to step out for a County Commission Executive Session.

AGENDA ITEM-2 NOEA Business

July 9, 2020 Meeting Minutes and August 2020 Financials—Adopted with no objections. (KE/FS)

Col-Pac Business

- July 9, 2020 Meeting Minutes—Approved with no objections. (SW/MB)
- August 2020 Financials—Discussion:
 - Lianne Thompson--Should Col-Pac be issuing a press release regarding the Broadband funding that Col-Pac is passing through to Tillamook County? Mary noted that Col-Pac will only be serving as the fiscal agent for the funding and that Tillamook County obtained the funding and should be the entity to issue a press release if desired.
 - Regarding the RLF Loan Fund, Mary noted that one loan client is asking for refinancing and will be encouraged to seek commercial financing which will enable Col-Pac to pay off the loan fund by the end of 2023.
 - Brian Little—St. Helens Food Bank is a regional food bank that covers all of Columbia County. Mary clarified that Col-Pac is only the grant manager for the CDBG funding for the Food Bank.
 - Financials approved and adopted. (LT/FS)
- Board members and meeting attendees invited to honor Mary during her last meeting as Executive Director. An in-person party to celebrate Mary's retirement will be planned for next summer.

AGENDA ITEM-3 Year in Review

Mary presented Col-Pac's Activities and Completed Projects for 2019-2020 (attached).

AGENDA ITEM-4 Col-Pac Upcoming Work Plan

- Ayreann mentioned that the NWOTA Board nominated Mary for the 2020 Oregon Transit Association Local Distinguished Service Award. The NWOTA Board announced that she had been chosen for the award during their meeting on September 25, 2020.
- Ayreann presented Col-Pac’s workplan for the upcoming year (attached).
- Discussion from meeting attendees included:
 - Lianne Thompson and Kathy Engel—Requested that the Work Plan be emailed to the Board so that it could be more fully absorbed.
 - Paul Vogel—There was mention of food system work within the Work Plan. Recent conversations indicate that it should be at the top of the list.
 - Lianne Thompson—For Clatsop County, Broadband and food hub are high priorities.

AGENDA ITEM-5 Col-Pac Executive Director Transition

- The Board unanimously appointed Ayreann Colombo as Executive Director. (RD/MB)
- Banking Resolution—Adopted unanimously with no objections. (SW/KE)
- 2020-2021 Budget—Discussion:
 - Lianne Thompson—What is the situation regarding Hug-A-Bubba? The company is seeking refinance and Col-Pac will encourage them to seek commercial financing.
 - Brian Little—What is happening with the \$50,000 from OCF? Col-Pac received the grant to cover loan forbearance impacts from COVID. The loan fund has not had any defaults but rather Col-Pac has offered extended payments to some clients.
 - Budget unanimously approved and adopted. (HH/SW)
 - Mary noted that the budget may shift slightly as year-end payments and accounting are resolved through early October.

Henry Heimuller, Col-Pac President

Lianne Thompson, NOEA Board Chair

Recorded: Ayreann Colombo, Executive Director

NW Oregon Economic Alliance
 Financial Statement
 10/31/20

Fee for Service Programs			
Revenue	Budget	Received	Balance
Loan Fund Beginning Balance	37,964	37,964	0
ODOT NWACT Administration	26,550	4,725	-21,825
Interest Earned	360	114	-246
Total Revenue	64,874	42,803	-22,071
Expenditures	Budget	Spent	Balance
Audit Filing Fee	20	20	0
Bank Fees	50		0
Bond	320	320	0
Oregon Ethics Commission	85		-85
ODOT NWACT Administration	26,550	4,725	-21,825
Total Expense	27,025	5,065	-21,960
Revenues Less Expenditures	37,849	37,738	-111
Current Balance		37,738	