

Marion County Economic Development Advisory Board
May 18, 2016 Meeting Minutes
555 Court St NE, 5th Floor Salem, OR

Members Present: Bill Burich, Kevin Cameron, Thomas Chambers, Bill Cummins, Chad Freeman, Lesa Goff, Bob Hill, Jay Kemble, Allison McKenzie, Angie Morris, AJ Nash, Evann Remington, and Renata Wakeley.

Staff and Guests Present: Sarah Cavazos, James LaBar, and Brandon Reich.

Call to Order: 3:08pm

Agenda Item: Welcome, Introductions & Announcements

Information/Discussion: Morris called the meeting to order, asked for introductions. **Action:** None.

Agenda Item: April Minutes

Information/Discussion: Morris presented the minutes and called for comment; request was made to correct the spelling of Evann's name listed under members present.

Action: A motion was brought forth by McKenzie to approve the January minutes; a second was made by Hill. The motion was voted on and approved unanimously.

Agenda Item: Business Development Grant Application Reviews

Information/Discussion: Cavazos collected reviewer scores for each application and solicited feedback on each application, discussion included:

Wilcox Pasture Egg Project grant request of \$20,000 received an average score of 85.25 out of 100 possible points. Strengths of the application included that it was a well written proposal that demonstrated project implementation was well thought out, expanding into a new market for the company, and a growing market in the industry, project supports promotion of Oregon and branding of Oregon in this industry, and the project is working with local manufacturers for equipment design and purchase. A negative of the proposal is that it doesn't score well on increasing the taxable assets of the company. Other discussion included ensuring through contract that the investment are restricted to their Marion County property, and to structure the grant payout over each phase of the project based on job creation timelines.

Truitt Bros. Inc. Pet Food Line Project grant request of \$50,000 received an average score of 92.25 out of 100 possible points. Strengths of the application included the amount of grant funds invested per job created, project will create living wage jobs, increase in taxable assets to the company, project leverages out of state investments, project diversifies the company's products and strengthens them as an employer in the community. Other discussion included the desire to have the purpose of the county's investment articulated in the grant award, noting that the investment is in response to the company's continued investment in keeping and creating jobs in Marion County.

Action: A motion was brought forth by Hill to approve the Wilcox application at the requested amount of \$20,000 to fund project implementation in Marion County; a second was made by Cummins. The motion was voted on and approved unanimously.

Action: A motion was brought forth by Hill to approve the Truitt Bros Inc. application at the requested amount of \$50,000; a second was made by Cummins. The motion was voted on and approved unanimously.

Agenda Item: Community Project Grant Application Reviews

Information/Discussion: Cavazos noted that two proposals were received from the community of Stayton and that communities are encouraged to work together to identify a priority project given that no more than one project is funded per community. Cavazos collected reviewer scores for each application and solicited feedback on each application, discussion included:

City of Scotts Mills Community Center Project grant request of \$21,800 received an average score of 82.7 out of 100 points possible. Strengths of the application included a strong need for the project, the community center is a key resource in the small rural community, and availability of capital for improvements is extremely low given the demographics of the community. Weaknesses of the application included a lack of leverage for the grant funds requested, lack of sweat equity, lack of in-kind contributions and other fundraising to contribute to the project. Other discussion included requesting that the city explore areas where they could leverage some form of in-kind match for the

project; suggestions included donation of labor or volunteers time for power washing and/or painting, and donation of materials. Some concerns were expressed with needing to have professional painting for durability and community presentation. Concerns were also expressed with the feasibility of a community the size of Scotts Mills having the ability to raise funds on any level, and if fundraising efforts such as pancake feeds, etc. would compete with other events supporting critical community needs. Consensus of the group was that the project should reflect some sort of leverage, whether in-kind materials or labor and the grant amount should be reduced slightly for the community to demonstrate support for the project.

Stayton Area Ford Institute Pavilion at Pioneer Park Project grant request of \$10,000 received an average score of 86 out of 100 points possible. Strengths of the proposal included the contribution to livability of the community, opportunities to draw people to the community for summer events, ability to provide gathering space for community members, and the amount of funds the grant would leverage. Negatives of the proposal included lack of clarity on if the project would move forward if the fundraising goal was not met by the target date. Other discussion on the project included concerns that the Ford Institute projects are designed to complete projects that solicit support (fundraising) from the local community and that the project should not be funded with grant funds.

Stayton Friends of the Library Community Message Board Project grant request of \$13,771 received an average score of 82.6 out of 100 points possible. Discussion of the application included the amount of funds requested for the type of project, questions were raised as to how this supports economic development efforts, how critical the project is for community development or livability compared to other projects in the community. Based on the competing application and the perceived economic impact of the projects there was consensus among the group not to recommend the application for funding but suggest they resubmit in a future application cycles.

Action: A motion was brought forth by Cameron to approve the Stayton Area Ford Institute at the requested amount of \$10,000; a second was made by Kemble. The motion was voted on and approved by majority vote with two members opposing the motion.

Action: A motion was brought forth by Hill to approve the City of Scotts Mills with a \$2,000 reduction to the requested amount of \$21,800 for a total grant award of \$19,800 with feedback to the applicant to seek in-kind materials and labor for painting. A modified motion was brought forth by Remington to approve a grant award at \$20,000 with feedback to the applicant to obtain match funds or in-kind support for the remaining \$1,800; a second was made by Nash. The motion was voted on and approved unanimously.

Agenda Item: Board Attendance Procedure

Information/Discussion: Cavazos presented the attendance record for the current fiscal year and noted that there are three newer members who are not attending regularly and have had more than three consecutive absences. Per the bylaws members are to maintain attendance of 65% or better with no more than three unexcused consecutive absences. Given that the EDAB membership is completely full and the number of projects and priorities that are beginning in the coming year, we need to have full engagement of board members and want to start discussion of how we will handle disengaged members to allow room for others who are interested in serving on EDAB. Need to determine a process to ensure that members are invested or create space for those who are. Member discussion resulted in

Action: No official action was taken on this item. Group consensus was to implement a process that if a member has missed two consecutive meetings they will receive a phone call from the board chair to check in, provide reminder of attendance policy and obtain feedback on what would make EDAB meetings more valuable and a priority to attend. If a member continues to remain below the required attendance ratio of 65% or better, a letter will be issued by the executive committee. Staff will edit the attendance record to reflect an "E" for excused absence and an "A" for unexcused.

Meeting adjourned: 4:40 p.m.