



Economic Development Advisory Board

Wednesday April 13, 2016

3:30pm – 5:00pm

555 Court St NE Salem – Commissioners' Board Room

AGENDA

3:30	Welcome, Introductions, and Announcements	Angie Morris
3:40	March Meeting Minutes – Action	Angie Morris
3:45	Community Services Report - Information / Discussion	Sarah Cavazos
	<ul style="list-style-type: none">• 2015/16 Accomplishment• 2016/17 Priorities and Projects• Community Projects Grant Summary & Reports• Business Development Grant Summary & Reports	
4:55	New Business, Comments and Closing	Angie Morris

Future Meetings

- May 18th at 3:00pm
- June 8th at 3:30
- July 13th at 3:30

Attachments & Handouts

-
- 2015/16 Meeting Schedule
 - Grant Reports
 - March Minutes

Marion County **Economic Development**

Executive Committee	Full Board
Monday, July 6, 2015 at 11:00 am Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, Commissioner’s Office	Wednesday, July 8, 2015 at 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Monday, August 3, 2015 at 11:00 am Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, Commissioner’s Office	Wednesday, August 12, 2015 at 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Tuesday, September 1, 2015 at 10:30 am Location: Travel Salem 181 High St NE, Salem	Wednesday, September 9, 2015 at 3:30pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Monday, September 28, 2015 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, October 7, 2015; 3:00 pm – 5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room <i>*Date change due to Community Projects Grant review</i>
Monday, October 26, 2015 at 1:30 pm Location: Travel Salem 181 High St NE, Salem	Wednesday, November 4, 2015; 3:30pm - 5:00pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room <i>*Date change due to Veteran’s Day</i>
Tuesday, December 1, 2015 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, December 16, 2015; 3:00 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Monday, January 4, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, January 13, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Monday, February 1, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Tuesday, February 23, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room <i>*Date change due to budget review</i>
Monday, February 29, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, March 9, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Monday, April 4, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, April 13, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Monday, May 2, 2015 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, May 18, 2016; 3:00 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room
Tuesday, May 31, 2016 at 11:00 am Location: Travel Salem 181 High St NE, Salem	Wednesday, June 8, 2016; 3:30 pm-5:00 pm Location: Courthouse Square - 555 Court Street NE, Salem – 5 th Floor, BOC Board Room

**Marion County Economic Development Advisory Board
March 9, 2016 Meeting Minutes
555 Court St NE, 5th Floor Salem, OR**

Members Present: Bill Burich, Thomas Chambers, Chad Freeman, Lesa Goff, Bob Hill, Jay Kemble, Nate Levin, Allison McKenzie, Angie Morris, AJ Nash, James Rasmussen, Evan Remington, and Renata Wakeley.

Staff and Guests Present: Sarah Cavazos, Danielle Gonzalez, Kristin Retherford, Brandon Reich, and Mary Stewart.

Call to Order: 3:30pm

Agenda Item: Welcome, Introductions & Announcements

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

Agenda Item: February Minutes

Information/Discussion: Morris presented the minutes and called for comment; no discussion held.

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

Agenda Item: Travel Salem Q2 Report

Information/Discussion: Morris presented Travel Salem's second quarter report. See agenda packet for details **Action:** None.

Agenda Item: Grant Solicitation Packet

Information/Discussion: Cavazos presented the final revisions of the grant summary sheet and requested feedback. A request was made to hyperlink the website to be a click through in a pdf document. **Action:** None.

Agenda Item: Agri-Tourism Project

Information/Discussion: Mary Stewart presented an overview of agri-tourism and the current inventory project. See agenda packet for details. **Action:** None.

Agenda Item: Community Services Report

Information/Discussion: Cavazos presented the final lottery budget that was approved by the Board of Commissioners, revisions are noted in red. Renata provide a brief explanation of the Comprehensive Economic Development Strategy (CEDS) purpose and process; an update will be provided on the 2016 revision early summer. Gonzalez provided a update on the outcome of the Oregon Legislative Session, see agenda packet for details. **Action:** None.

Meeting adjourned: 4:53 p.m.

Marion County Planning Development-Related Land Use Cases – January through March, 2016

Administrative Review

16-006. Max Ruef, LLC. Establish a distillery as a facility for processing a farm crop (wild rice) on a 96 acre parcel in an EFU (Exclusive Farm Use) zone located at 12265 West Church Road NE, Mt Angel.

Conditional Uses

15-054. Mathew Davis-Ratner and Nathaniel Israel. Establish and operate a commercial kitchen to process (organic) farm produce as a commercial activity in conjunction with farm use on a 26.31 acre parcel in an EFU zone located at 14415 Comerford Ln SE, Turner.

15-053. Sheep Solar LLC. Establish a photovoltaic solar power generating facility on a 42.18 acre parcel in an EFU zone located at 8723 55th Avenue SE, Turner.

15-052. Silverton Solar LLC. Establish a photovoltaic solar power generating facility on a 23.8 acre parcel in an EFU zone located in the 6,100 block of Airport Road NE, Silverton.

16-007. Jon and Sarah Taylor. Establish a roofing contractor business as a home occupation on a 3.75 acre parcel in an SA zone located at 5340 Caplinger Rd SE, Salem.

16-005. Antique Powerland Museum Association. Host a civil war reenactment on a portion of an 18.67 acre parcel in an EFU zone located at 9330 River Road NE, Salem.

16-004. Fabian and Rosa Maria Lopez. Establish a landscaping business in conjunction with a nursery on a 4.57 acre parcel in a UT-5 (Urban Transition – 5 acre density) zone located at 5534 36th Avenue, Salem.

Variances

16-003. Salem Trap and Skeet Club. Expand an existing gun and archery club that is a nonconforming use (to permit a Shooting Sports Education Center) on a 215.51 acre parcel in the EFU zone located at 6181 Concomly Rd NE, Gervais.

Zone Changes

15-003. Change the zone from UD (Urban Development) to RM (Multiple Family Residential) on a 0.23 acre parcel located at 3892 Ward Drive NE, Salem.

15-002. Change the zone from RS (Single Family Residential) to CO (Commercial Office) and to change the Comprehensive Plan designation from Single Family Residential to Commercial on a 0.34 acre parcel located at 925 Lancaster Drive SE, Salem.

Mass Gatherings

16-001. Paintball Inc., dba Warpaint International, for a small mass gathering permit to take place April 29, 2016 through May 1, 2016 on 104 acres in an EFU zone located at 20794 French Prairie Road NE, St. Paul.

Economic Development Update

Community Services Department

2016



Marion County

Community Service Department
Economic Development Program
EDAB April 13, 2016

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Economic Development Strategy Areas



Strategic Area	Activities
Community Development / Livability	<ul style="list-style-type: none"> • Recreation • Culture and Arts • Tourism • Community Safety • Access to Healthcare • Access to Childcare
Workforce	<ul style="list-style-type: none"> • Education • Workforce Training • Workforce Retraining • Workforce to Employer connections
Business Development	<ul style="list-style-type: none"> • Business Startups • Business Recruitment • Downtown Business Districts • Business Retention • Business Expansion
Business Climate	<ul style="list-style-type: none"> • Regulations • Taxes • Licensing • Permits
Land and Infrastructure	<ul style="list-style-type: none"> • Water/Wastewater Systems • Industrial Developments • Transportation Systems • Safe Drinking Water • Brownfields • Telecommunications

SUMMARY OF FY15/16 ACCOMPLISHMENTS

Economic Development Advisory Board

- a. Established an executive committee and elected new officers: Angie Morris as Chair, Bob Hill as Vice Chair, and Bill Cummins as Past Chair.
- b. Implemented staggered board terms by to comply with bylaws adopted March 2015.
- c. Reached full board membership capacity - A total of 19 members with the new appointments of Nate Brown, Allison McKenzie, Ian Tolleson, and Jose Gonzalez.
- d. Broadened board engagement in economic development discussions through increased education, information, and communication with Oregon Lottery funded partners, grantees, and Marion County Planning.
- e. Completed one round of Community Project Grant application reviews and providing funding recommendations to the Board of Commissioners.
- f. Provided a tour of a Business Development Grant project site.

N. Santiam River Canyon

- a. Continued to build on momentum of the Distressed Communities Workshop, a “one-stop” meeting with federal funders, hosted on April 7, 2015. Subsequent outcomes from this meeting included:
 1. Technical assistance grant from Department of Land Conservation and Development Quick Response Grant in the amount of \$36,190 to Detroit for the High School Repurposing Feasibility study.
 2. Detroit FLAP Grant award of a \$1.997 million for city park developments that include an interactive interpretive kiosk to connect the community to the West Cascade Bikeway and increase access to federal lands.
 3. Business Oregon- Infrastructure Finance Authority provided \$50,000 for the North Santiam Canyon Regional Wastewater Analysis and Land Inventory Study including the cities of, Detroit, Gates, Mill City, and Idanha.
- b. Facilitated two follow up stakeholder meetings to discuss and problem solve city-specific and regional infrastructure challenges and issues impacting economic development.
- c. Mill City business directional signs installed on HWY 22; funded by a Community Projects Grant.
- d. Community Projects Grant FY15/16 awarded to Mill City to implement a Façade Improvement Grant to support revitalization of their business district.
- e. Gates completed their \$1.8 million water main replacement and repair project funded with a Community Block Grant.
- f. Oregon State Parks grant to Mill City for Falls-Hammond Park upgrades.

Coordination and Administration

- a. Hired a second 0.5FTE Management Analyst to provide coordination for N. Santiam River Canyon projects.
- b. Established an EDAB Grant and Loan Ad Hoc Committee to analyze gaps in existing business funding opportunities and explore options for a business loan program.
- c. Established the Regional Strategy Committee to engage partners and key economic development players in monthly meetings. Partners work with county staff to provide guidance on key projects,

leverage resources, and increase communication and information sharing among economic development entities.

- d. Increased engagement and collaboration with external partners.
- e. Implemented quarterly reporting by Board Designated Allocation recipients, which has improved relationships and resulted in collaborative efforts.
- f. Attended six SEDCOR facilitated tours of local businesses to learn about the economic impacts and challenges for traded sector companies in Marion County.

ECONOMIC DEVELOPMENT ADVISORY BOARD

The Economic Development Advisory Board (EDAB) was established in accordance with Resolution #03-45R on August 13, 2003. The EDAB's purpose is to:

- a. Serve the public interest by providing advice and recommendations to the Board of Commissioners regarding economic development and those issues that impact economic growth within Marion County and the region; and
- b. Recommend the disbursement of Marion County Video Lottery funds to strengthen and diversify the economic base of Marion County in an ethical and responsible manner.

The EDAB's roles include:

- a. Providing balanced, comprehensive advice on economic development issues within Marion County.
- b. Analyzing, upon request, various county policies and practices that have an impact upon businesses and economic development within Marion County.
- c. Making recommendations on guidelines and standards for the Video Lottery Grant Program, or any other economic development funding streams assigned by Board of Commissioners, including grant application processes; grant award criteria; grant committee review process, which will include appropriate conflict of interest standards; and make final award recommendations to the Board of Commissioners.
- d. Recommending Video Lottery Program grantees conditions and performance goals or other economic development funding stream recipients.
- e. Reviewing and evaluating the performance of the Video Lottery Program grantees or other assigned economic development funding stream recipients.

Summary of Accomplishments:

In June 2015, EDAB appointed new executive officers: Angie Morris, chair; Bob Hill, vice-chair; and Bill Cummins, past-chair. The department continues to make headway in broadening EDAB's focus to include a more comprehensive perspective of economic development. In FY15/16 the executive committee introduced routine agenda items to help educate and engage the board on a broader level, including: (a) quarterly reports from Board Designated Allocation, (b) quarterly review of land use cases from the county's planning program, (c) overviews of legislative agendas, and (d) business tours.

Emerging Needs and Priorities:

- a. Broaden members' knowledge of and opportunity for involvement in economic development through diversified membership, informational and educational presentations, and business tours.
- b. Identify opportunities and strategies to further economic development within the context of the five economic development strategy areas of: (1) Land and Infrastructure; (2) Business Climate; (3) Business Development; (4) Workforce; and (5) Community Development/Livability.
- c. Gain a better understanding of the county's economic development landscape through assessments and inventories to provide relevant data that support a comprehensive economic development strategic plan.
- d. Work with SEDCOR and other partners to identify and translate the impact of the increased minimum wage will have on the recruitment of large employers. This team will also identify strategies to address

the county's long-term need for shovel-ready and move-in-ready industrial lands to keep Marion County competitive.

- e. Identify opportunities to support trade skills training initiatives to address the workforce challenges of trade industries.
- f. Grow relationships and increase collaboration with cities to support them with their identified economic development priorities.
- g. Analyze the economic opportunities within rural communities and identify strategies to increase local jobs. Explore the potential impact of micro-enterprise on rural economics and identify strategies to support micro-enterprise development as needed.
- h. Establish a Grant and Loan Committee to evaluate the effectiveness of the county's lottery grant programs and identify opportunities to improve investment strategies and address long-term and resource intensive needs.
- i. Establish Strategic Investment Funds to address more resource intensive projects, such as recruitment of large employers, capital for business loan programs, and priority infrastructure projects.
- j. Identify grant opportunities that align with EDAB's desire to establish a loan program.

ECONOMIC DEVELOPMENT ADVISORY BOARD MEMBERSHIP

Membership as of January 2016

Name	Ex-officio	Member Since	Term Expires	Area	Company
Nate Brown	x	2015	2018	Keizer	City of Keizer
Bill Burich		2015	2018	Salem	Norpac Foods, Inc.
Comm. Kevin Cameron	x	2014	2017	Regional	Board of Commissioners
Thomas Chambers		2013	2016	Salem	Mission Medical Imaging
Bill Cummins		2009	2018	Silverton	Diana Foods, Inc.
Chad Freeman	x	2013	2016	Regional	SEDCOR
Lesia Goff		2013	2017	Salem	Wells Fargo
Jose Gonzalez		2016	2019	Regional	Tu Casa Real Estate
Bob Hill		2013	2019	Salem	Construction Industry Representative
Jay Kemble		2010	2019	Salem	Hospitality Associates
Nathan Levin		2014	2017	Salem	Nathan Levin Co.
Allison McKenzie	x	2015	2017	Salem	GROW EDC
Angie Morris	x	2009	2016	Salem	Travel Salem
A. J. Nash		2010	2019	Keizer	Hancock Real Estate
Jim Rasmussen		2010	2018	Aumsville	Modern Building Systems
Evann Remington		2014	2017	Salem	Fresh n' Local Foods
Dave Tibbetts		2015	2018	Aurora	Columbia Helicopters, Inc.
Ian Tolleson		2016	2019	Regional	Northwest Food Processors Association
Renata Wakeley	x	2014	2016	Regional	Willamette Council of Governments

GRANT AND LOAN AD HOC COMMITTEE

EDAB established the Grant and Loan Ad Hoc Committee to review existing business grant and loan programs in FY 15/16. The committee will identify non-duplicating business development opportunities that could be funded with the county's lottery resources, and develop a new business grant and loan program aimed at spurring economic growth that would not otherwise occur. The committee has been tasked with the following:

- a. Review and analyze existing business grant and loan opportunities to identify the differing benefits and typical application of grant programs compared to loan funds.
- b. Identify existing gaps, if any, within current business grant and loan programs; utilize the information to structure funding opportunities to address unmet needs.
- c. Identify markets with the potential for the greatest return on investment (startups, small business, corporate expansions, etc.).
- d. Identify strategies to address the need for the availability of large grants of \$100k or more; to support strategic recruitment of large employers to the county.
- e. Evaluate strategies to target projects that do not have access to capital under traditional financing options.
- f. Review options and strategies to address deployment of funds.
- g. Establish a marketing plan to ensure programs are utilized.
- h. Identify how/if a loan program would enhance opportunities for business growth in Marion County.
- i. Determine the feasibility of establishing a loan program, including consideration of administration and strategies needed to acquire the needed capital.

Proposed Definitions of Grant Programs vs Accruing Funds:

The Community Services Department proposed budget has resources dedicated to grant programs and to funds. In an effort to support past, present and future needs of the developing economic development program in Marion County, new grant programs and funds are recommend to complement existing strategies.

Grant programs are annual base budget allocations which are expended annually through grant solicitations; any unallocated funds will be rolled into the calculation for the proceeding year's net working capital to be redistributed as needed.

Accruing Funds are resources that accrue across fiscal years. Each year, the fund will be allotted an annual base budget, which will be added to the prior year's available balance. Accruing funds will be used for larger strategic investments as needs arise that align with one or more of the five economic development strategy areas.

Next Steps:

- a. Continue to convene the committee to analyze data and address identified questions.
- b. Provide EDAB with a recommendations report with findings.
- c. Present information at Management Update in the Summer/fall of 2016.

2016-17 ECONOMIC DEVELOPMENT PROGRAM PRIORITIES

Increase Economic Development Staff Capacity – Increased staff capacity is needed to advance Marion County’s Economic Development vision and support the program in achieving its goals. Due to existing work load, priorities, and economic development activities, the department is at capacity. In review of current and future priorities, the department would benefit from a full-time dedicated, knowledgeable staff person on the economic development team. This position’s focus would focus on long-term priorities, strategic economic development activities and partnerships, and achieving program goals. The essential responsibilities of this position will be developed with a small team of internal and external partners. Goals and objectives for the position and program will be identified to give direction to Marion County and the economic development program. The position is included in the proposed FY16/17 budget. If approved, the department will take the necessary steps needed to hire a qualified applicant. The expense reflected in the proposed budget is a placeholder for this position and any funds budgeted that are greater than the actual cost of the position will be redistributed to the lottery distribution budget through a supplemental budget process.

N. Santiam River Canyon Water/Wastewater Strategy - While the economic picture in Marion County has improved in recent years, places such as Idanha, Detroit, Gates and Mill City continue to struggle due to a significant loss of timber jobs and a dwindling tax base. Lack of services, deteriorating infrastructure and expensive maintenance and repairs are cost prohibitive in these cities as the water and sewer needs are complicated by the dynamic geology of this beautiful region. Marion County’s Community Services Department is working alongside these cities to identify key infrastructure projects. A priority for the region is the need to address water and wastewater needs. Through the established collaborative, local priorities are examined for regional impact, local importance, and readiness. County and partnering staff members are helping to coordinate and identify available local, county, state, federal and foundation dollars that can be leveraged to address the water and wastewater needs of these cities. It is anticipated that a regionalized approach will enhance opportunities for grant and loan funding with the goal of minimizing the long term cost to individuals, rural entrepreneurs, business owners and city budgets. By addressing these basic business necessities, Marion County supports economic development and the overall vision of developing the N. Santiam River Canyon area as a choice destination within Oregon.

Broadband – At the North Fork Roads and Parks meeting on October 26, 2015, the Board of Commissioners tasked Community Services (CS) to explore broadband needs of stakeholders and explore feasibility of working with private sector representatives to develop and secure funding for a broadband strategy. CS is pursuing funding for a broadband feasibility study and will be exploring the need to implement a user accessibility assessment and create a broadband strategic plan in FY16/17.

BR&E Assessment – Community Services is partnering with SEDCOR to implement the Business Recruitment and Expansion (BRE) Assessment model in the rural communities of Marion County. The project will provide data on the business climate and local economy of each community to help inform planning, formulate policy, and develop strategies to support business recruitment, retention, and growth. To assist the department’s capacity, the budget reflects the submission of a Resource Assistance for Rural Environments (RARE) Americorps application. If awarded, the assigned member will support implementation of the model within four to six communities per year.

Lands Inventory and GIS Mapping – Community Services (CS) is working with SEDCOR and Mid-Willamette Council of Governments to compile an inventory of available industrial and commercial lands in Marion County. A focus group with stakeholders will determine the scope of project, functional needs of the mapping tool, desired outcomes, and needed uses for the end product. The goal of the project is to collect data on the current status of “shovel ready lands,” improve capacity for business recruitment, and provide data to inform economic development priorities and long-term planning. CS is exploring opportunities to combine efforts with the county’s emergency management and planning programs.

Rural Main Street Development – Community Services is partnering with the Oregon Main Street program to provide technical assistance to rural cities within the county that are interested in downtown revitalization as part of their economic development strategy. The County’s partnership with Oregon Main Street will help to position cities to apply for \$2.5 million in grant funds coming available to Main Street participants in FY16/17. When surveyed for interest, 13 of Marion County’s 20 cities expressed interest in participating in the program including: Donald, Aurora, Hubbard, Woodburn, Mt. Angel, Silverton, Aumsville, Turner, Jefferson, Stayton, Mill City, Gates, and Detroit. To assist the department’s capacity, the budget reflects a second submission of a Resource Assistance for Rural Environments (RARE) Americorps application. If awarded, the assigned member will be trained along with department staff on the Main Street model. The training will equip trainees with skills and education needed to support and help facilitate rural communities in planning their downtown revitalization programs.

Other ongoing economic development activities, projects, and identified priorities

*Note: Items with an * indicate reduced ability due to limited staff time, and ** indicates tasks that will not occur without increased staff capacity*

- **EDAB Coordination** - sets agendas, prepares packets, and manages memberships.
- **Regional Economic Development Strategy Team** - sets agendas, facilitates meetings, and manages follow up action items.
- **Grant programs administration** - prepares solicitations, issues contracts, manages payments & reporting.
- **Strategic Planning*** - provides leadership and facilitates EDAB in visioning, setting priorities and strategic direction for economic development activities.
- **OR Lottery Administration**- prepares annual budget and annual Oregon Lottery Report
- **Board Sessions, Management Updates, and Work Session** - coordinates quarterly reports from Board Designated Allocation Recipients, prepares and staff’s management updates to keep Board apprised of activities and solicit direction, prepares annual work session with Board.
- **Business Recruitment, Retention & Expansion**** - Serves as part of team with external partners and coordinate county departments to collaborate to support business recruitment, retention, and expansion.
- **Business Response Team*** - Coordinates response to issues, complex problem solving of issues, reduce barriers, and leads county and partners in business-friendly.
- **Infrastructure Development**** - Compiles and maintains industrial land development portfolio; ensures development of industrial and employment lands.
- **Communications/marketing*** - develops marketing materials and programs to promote business and workforce recruitment.
- **Economic Trend Analysis**** - develops and maintains economic and industry data, conducts complex market research, and develops competitive intelligence and industry trend scans.

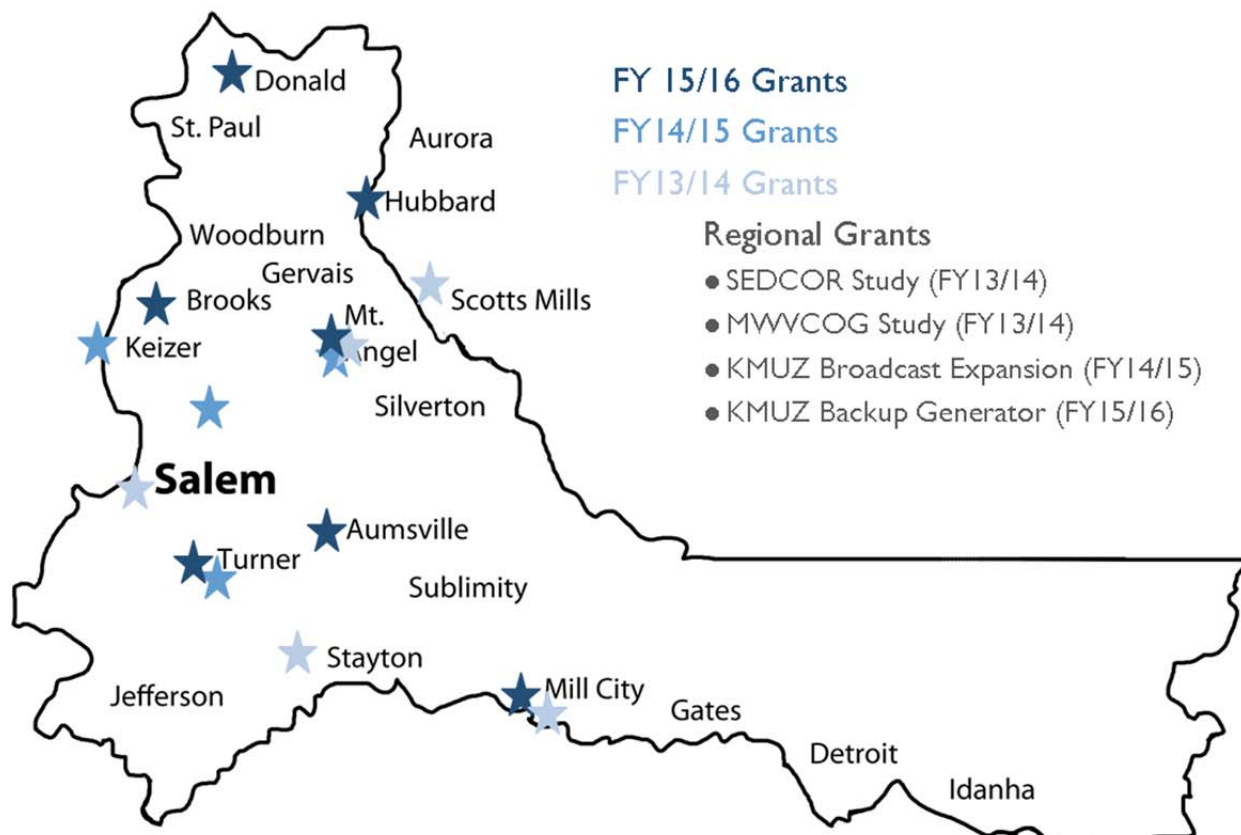
- **Business Tours** - bi-weekly business tours with SEDCOR and Board of Commissioners' office.
- **Legislative Updates*** – tracks and informs EDAB of legislative items that impact economic development.
- **Agri-Tourism Initiative***
- **Micro-enterprise Development Services****
- **Grant Program and Investment Fund Policies and Procedures***
- **Relationship Management*** - develops and maintains strategic relationships with system partners, commercial realtors, developers and tourism.
- **Strategic Direction*** - develops and oversees business and economic development strategies; provides vision, leadership and direction on major strategic initiatives and projects.

COMMUNITY PROJECTS GRANTS (CPG)

The CPG program provides grants to municipalities, communities and unincorporated areas for projects that promote economic development through increasing the livability and safety within communities in Marion County. The initial budget for FY15/16 was set at \$65,000 and increased to \$125,000 in the first supplemental budget. Historically the CPG program's budget has been \$60,000 per year. During the last three years, this grant program has funded nineteen projects with a combined total of \$200,489 – \$51,511 is still available and a second application cycle for CPG will open March 15, 2016 and close May 2, 2016. Recommendations will be presented to the Board in June.

UPDATE DIAGRAM TO INCLUDE KMUZ PROJECT

Diagram I: Community Project Grants – Three Year Investment Map



Grants funded through this grant program were grouped into four categories: Main Street, Community Centers, Infrastructure, and Parks/Recreation/Culture. Definitions are as follows:

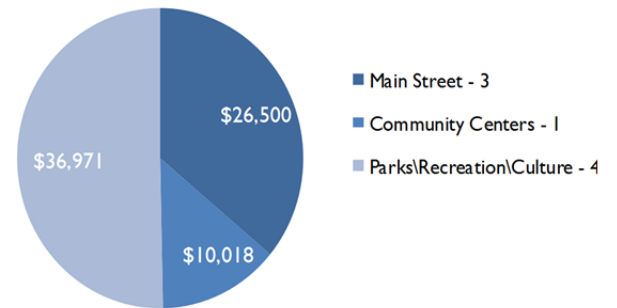
- Main Street** includes façade improvement programs, feasibility studies, planning studies, or rezoning projects specific to a downtown district.
- Community Centers** include feasibility studies, engineering design or construction for community centers.

- c. **Other** includes economic development study, feasibility studies, and emergency preparedness projects.
- d. **Parks/Recreation/Culture** includes feasibility studies, engineering design, or construction of parks or community recreation facilities, other projects that add to the culture or livability of a community (i.e. radio, museum, etc.)

FY15/16 CPG Awards - \$73,489

Antique Powerland Museum water system improvement grant of \$7,370. Aumsville park improvements grant of \$12,851. Donald Community Center rehabilitation grant of \$10,018. Hubbard Main Street rezoning project grant of \$3,500. KMUZ backup generator installation grant of \$6,750. Mill City grant of \$5,000 to establish a façade improvement grant program. Mt. Angel grant of \$18,000 to support their existing façade improvement grant program. Turner pool upgrade feasibility study grant of \$10,000.

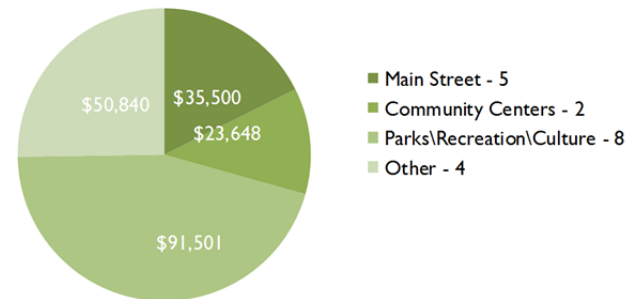
FY15/16 Community Project Grants



Emerging Needs and Priorities:

Nine of Marion County’s twenty cities have identified improvements to their downtown core as a priority for community and economic development, but lack the resources and capacity to implement a façade improvement program. Cities are faced with competing priorities which make it difficult to determine which project to submit to the Community Project Grant program. Establishing a façade improvement grant would allow cities to address other critical projects within their community while also addressing façade improvements that will support the vitality of their downtown core.

Three Year Grant Investments



Outcome:

Community Projects Grants will be managed as a grant fund with a new beginning balance of \$100,000 each year. Funds carried forward between years will be restricted to monies attached to an active grant agreement. If needed, a one-time exception will be made in FY16/17 to allow unallocated funds to carry forward and be added to the funds available for grant awards in FY16/17.

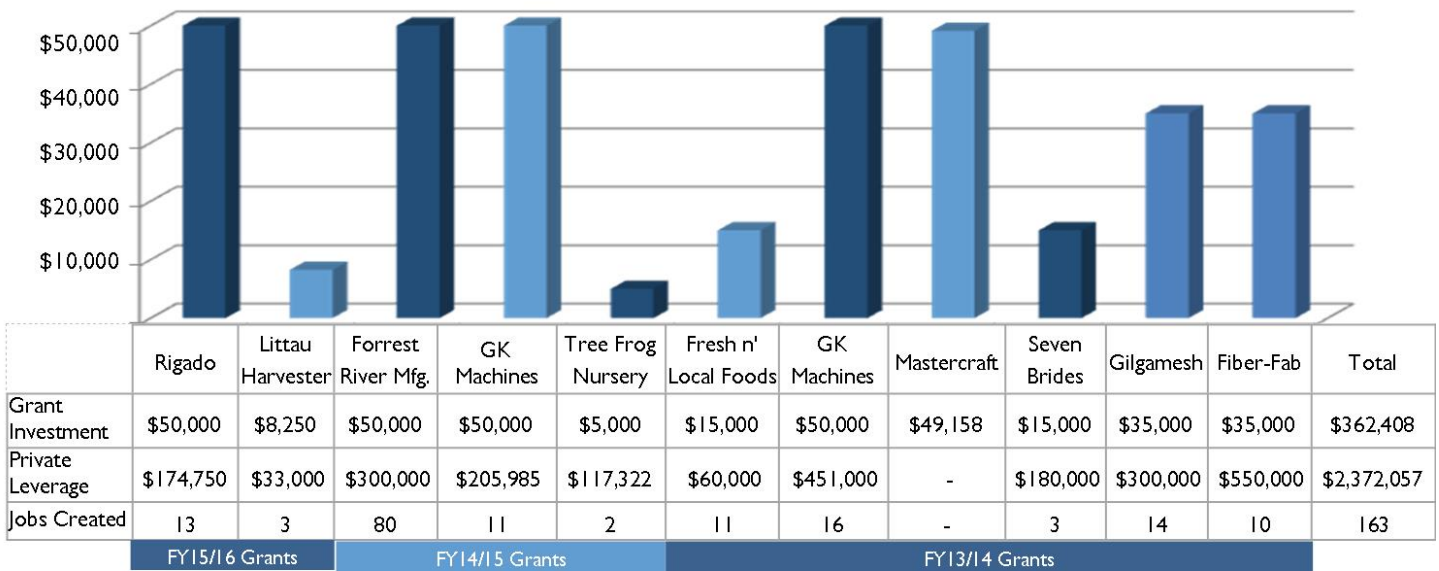
Action Steps:

- Consider utilizing \$25,000 of the \$100,000 budget to pilot a façade improvement matching grant program for businesses in rural communities that participate in the Main Street Program. Utilize EDAB’s Grant & Loan Committee and input from participating cities to define the eligibility and reimbursement request process.

BUSINESS DEVELOPMENT GRANTS (BDG)

The BDG program provides funding to private sector businesses in the traded sector, agriculture, and tourism industries. The purpose of the program is to encourage private investments in equipment or property that will result in the creation of new jobs in Marion County. During the last three years Business Development Grants have funded eleven^a projects that have leveraged \$2,372,057 private investment and created 163^b new jobs in Marion County. Grant awards since FY14/15 total \$387,408, with \$121,750 remaining for additional grants in FY15/16. A second application cycle for BDG will open March 15, 2016 and close May 2, 2016.

Diagram II: Business Development Grants – Three Year Investments and Results.



In FY14/15 the department implemented reporting requirements and incremental fund disbursement schedules to ensure compliance with job creation requirements. As a result, 100% of FY14/15 grantees have provided a final report with proof of expenditures and total jobs created. In the past two grant cycles, EDAB has seen a decline in the submission of quality proposals and projects that are implementation ready. During the past twelve months, four projects that were selected for funding with a combined total of \$140,000 in grant funding and estimated job creation of 70 new jobs, withdrew from their grant agreement due to varying factors preventing the projects from moving forward within the contract period. Feedback received indicated that the timing of projects to align with application cycles can be challenging. Often submission deadlines entice premature submission of grant applications for projects that are not implementation ready; resulting in missed opportunities for funding.

Emerging Needs and Priorities:

- The timing of grant cycles and how they align with private sector expansion projects has been raised as a concern. EDAB is exploring whether the current program structure is meeting the needs of private sector business and if it is meeting Marion County’s interest of impacting job creation.

- Current eligibility criteria does not prioritize funding of projects that need grant support in order to implement the project, over funding proposals that have the financial capacity to move the project forward without grant funding.
- The current program does not address the needs for startup or expansions for business operating less than three years, or provide the ability to accommodate large grants to address strategic employer recruitment.

The Grant and Loan Ad Hoc Committee will be addressing these and other questions and will provide a report with recommendations to EDAB later this year.

Outcomes:

- Business Development Grants will be managed as a grant fund with a new beginning balance of \$150,000 each year. Funds carried forward between years will be restricted to monies attached to an active grant agreement. A one-time exception will be made in FY16/17 to allow unallocated funds to carry forward and be added to the funds available for grant awards in FY16/17.
- \$125,000 has been allocated in FY16/17 to establish a Strategic Business Recruitment Fund
- \$100,000 has been allocated in FY16/17 to establish a fund to begin accruing capital for a future business loan program.

Action Steps:

- Complete the Grant and Loan Committee analysis and utilize findings and recommendations to refine the target purpose and criteria prior to releasing FY16/17 requests for applications.
- Utilize findings from the Grant and Loan Committee to identify strategic business recruitment or expansion priorities. Establish criteria and process for accessing the Strategic Business Recruitment Fund.
- Identify the loan fund niche, explore options for managing a loan fund, and identify and pursue grant opportunities to acquire capital for the program.
- Report findings and recommendations on the new criteria for business development grants and other funds established to the Board for approval by Fall.

INFRASTRUCTURE DEVELOPMENT FUND

Summary: The Infrastructure Development Fund (IDF) was established in FY15/16 to address large, costly infrastructure issues in rural cities and unincorporated of Marion County that lack a the tax base or other funding needed to address critical infrastructure projects. In working with rural communities, the department has begun to expand its understanding of the extent of infrastructure challenges of rural communities and their varying capacity to address these needs on their own. Through relationships and partnerships with Regional Solutions, Business Oregon, Infrastructure Finance Authority, and Rural Development, the department has gained a better understanding of available state and federal assistance programs and strategies to access available funds. The department continues to work to broaden knowledge and gain an understanding of the extent of infrastructure needs throughout the county, to help inform the future investment strategies.

Prior purpose statement: Infrastructure Development Funds can be utilized by municipalities located within rural areas of Marion County and may fund: (1) Planning projects including: (a) preliminary, final or construction engineering, (b) survey, site investigation or environmental action, and (c) feasibility study, report or plan; and (2) Development projects including acquisition, improvement, construction, demolition, or redevelopment of municipally owned utilities, building, land, transportation facilities or other facilities that assist the economic development of the municipality.

FY15/16 Approved Projects:

- a. Grant of \$50,000 would provide a 1-to-1 match grant to bridge the funding gap needed to conduct a N. Santiam Wastewater Feasibility and Land Inventory Analysis. See Project Summary: Handout I.

Outcome:

The Infrastructure Development Fund will be managed as an accruing fund and will carry forward any ending balance each year to allow the fund to build over time so resources are available to support large, costly infrastructure projects when needed. The contribution is set at \$100,000 per year; there will be a one-time increase in the allocation in FY16/17 to a total of \$200,000 to provide a beginning fund balance.

Action Steps:

- a. Work with cities to identify infrastructure needs and resource barriers to addressing those needs; report findings to the Board and utilize the information to help inform fund criteria and application process.
- b. In the interim of an established criteria and application procedure, take projects for consideration to Board for consideration and approval at the advisory of EDAB.

13/14 Community Project Grants

Final Reports

(Includes projects submitting reports in FY14/15)

- Mill City
- City of Mt. Angel
- Scotts Mills
- Stayton



MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2013-14 Annual Project Report

Project Title: Highway Signage for Businesses	
Organization: City of Mill City	
Project Contact: Stacie Cook	
Phone: (503) 897-2302	Email: scook@ci.mill-city.or.us

Project Start Date: 3/12/2014	Project End Date: 12/31/2015
Grant Award Amount: \$4,000	Total Grant Funds Expended: \$4,000 <i>Please attach a detailed expense report.</i>

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

Construction and installation of highway signage directing travelers into Mill City and internal directional signage to parks, restrooms, etc.

2. Provide an update on the completion and outcome of the project proposed in the grant application, including installation of: List of businesses benefitting, and number of signs posted. Please include pictures.

All signs have been constructed and installed. Businesses benefitting from signage include those in “downtown” Mill City; NRG Kayaking, Mill City Pharmacy, Mill City Market, J&S Deli & Pub, Santiam Treasures, Broadway Video & More, Canyon Gleaners, Brenda’s Barbershop. Eight signs were installed. Photos attached.

3. Provide a description of any components not implemented or completed:

All components have been completed.

4. Description of project’s impact on the community and economy within Marion County:

Because there was no signage indicating that there are recreational opportunities in Mill City a very large portion of those traveling the highway did/do not realize there is more to Mill City than what is along Hwy 22. It is expected that placement of signage on highway will bring people off of the highway and into Mill City, where a large number of our businesses are located. There is currently remodel work occurring in two businesses that will benefit greatly from this signage. Once completed and reopening of the storefronts happen we expect an increase in patronage from those coming off of the

highway. Directional signage to our parks and facilities inside the City will provide an opportunity for outside users to experience recreational opportunities within our community. This should spur a need for picnicking/snack items or lunch at a local restaurant, which will increase the economy.

Report Completed By: Stacie Cook, MMC, City Recorder

Date: 11-4-15

For Office Use Only:

Date Received:		Reviewed By:	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to BOC:	













MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2013-14 Annual Project Report

Project Title: Façade Improvement Grant Program	
Organization: City of Mt. Angel	
Project Contact: Justin Hogue	
Phone: 503-845-9291	Email: jhogue@ci.mt-angel.or.us

Project Start Date: April, 2014	Project End Date: June 30, 2015
Grant Award Amount: \$5,000	Total Grant Funds Expended: \$5,000 <i>Please attach a detailed expense report.</i>

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

The Façade Improvement Grant Program is a matching grant program of the City of Mt. Angel and Marion County made possible through a county economic development grant to assist downtown businesses in updating or renewing the exterior facades of their buildings. Eligible improvements include repainting, replacing or removing sign frames, adding or replacing awnings, restoring or repairing building features, repairing sidewalks and other simple aesthetic or non-structural improvements. The City of Mt. Angel is also contributing \$2,500 to the program for a total of \$7,500, which will be utilized to provide grant funding for qualified projects. Businesses must provide a 1:1 match for the grant dollars. For example, a request for \$500 must be met with a commitment by the business to contribute \$500. The maximum amount of grant funds that may be allocated to a single business is \$1,000. Businesses located in the downtown core overlay district are eligible for this program. Improvements must be consistent with the Mt. Angel Development Code and the City will waive fees where permits are required.

2. Number of businesses notified of opportunity to participate: 75

**3. Number of downtown businesses that participated and completed downtown façade improvements:
 Project Outcome - List of businesses participating in the Façade Improvement Project, including business name, improvements made and amount subsidized:**

Business Name	Improvements Made and Pending	Grant Reimbursement Amount
Mt. Angel Cellars and Vineyards	Installed a free standing, business sign in the parking area.	\$150.00
Deborah Unger (St. Nicholas Bake Shop)	Painted façade and awning shingles	\$1,000.00
Bochsler Hardware	Repainted façade and added signage and trim	\$1,000.00
Hal Oien (Mt. Angel Brewing Co.)	Repainted building, installed gutters, and added and painted trim.	\$1,000.00
Kris & Mike Lowrie (Shiloh Water Systems)	Replacing fascia board and adding signage to the front of the building.	\$1,000.00
Mt. Angel Senior/Community Center	Painted flowers on the east side of the building and placed "Handmade Gifts" sign in German font within north side window	\$50.00
Clem J. Butsch General Insurance	Replacing front door and sidelights	Waiting for Completion of Improvements
Nancy Hannon (Mt. Angel Drug Store)	Replacement of sheet metal capping on the parapet walls of the building with 26-gauge brown sheet metal capping	\$1,000

3. Provide a description of any components not implemented or completed:

One business is just wrapping up their improvements and it is expected that the City will reimburse them \$1,000 by the end of the month. In addition, the City had two businesses that began the application process, but are now considered inactive within the Façade Improvement Grant Program for various reasons, such as not being able to secure a letter of consent from the property owner. Interest in the program remains as property owners continue to request information for the Façade Improvement Grant Program. One business owner, who is opening up their operation in a building located along the City's primary thoroughfare, Highway 214, recently collected the necessary applications for participation in the program. With this prospective program participant it is expected

that other neighboring business will be encouraged to follow suit as that section of the downtown core has yet to participate. As a result of this program beginning to pick up steam, the City intends to apply for another Community Grant to sustain momentum and further advance the significant impact that this grant has allowed the City to produce within the downtown core.

4. Description of project’s impact on the economy within Marion County:

The economic activity in downtown Mt. Angel has picked up. Anecdotally, citizens are commenting about the improvements and appreciating seeing some longstanding vacant or old buildings coming back to life in the town.

Seeing some businesses make new investments has definitely had a ripple effect in the town where new investment has been made that is outside of the grant program. As last reported a new antiques retail store and an agricultural product processing operation were locating in the old Wilco building on South Main. Since that time we have had a carpentry shop move into that location as well and the tenant has posted signage and painted his portion of the structure, further enhancing the building’s appeal.

Report Completed By: Justin Hogue	Date: 7/15/15
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For Office Use Only:

Date Received:	Reviewed By:
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: Date Presented to BOC:

City of Mt. Angel 13/14 Grant Final Report

City of Mt. Angel

Downtown Façade Improvement Program

(partially funded by Marion County Board of Commissioners Community Grant)

Grant program budget

Marion County	\$	5,000
City of Mt. Angel & Chamber of Commerce	\$	2,500
Total Program		
Budget	\$	7,500

Grant Projects

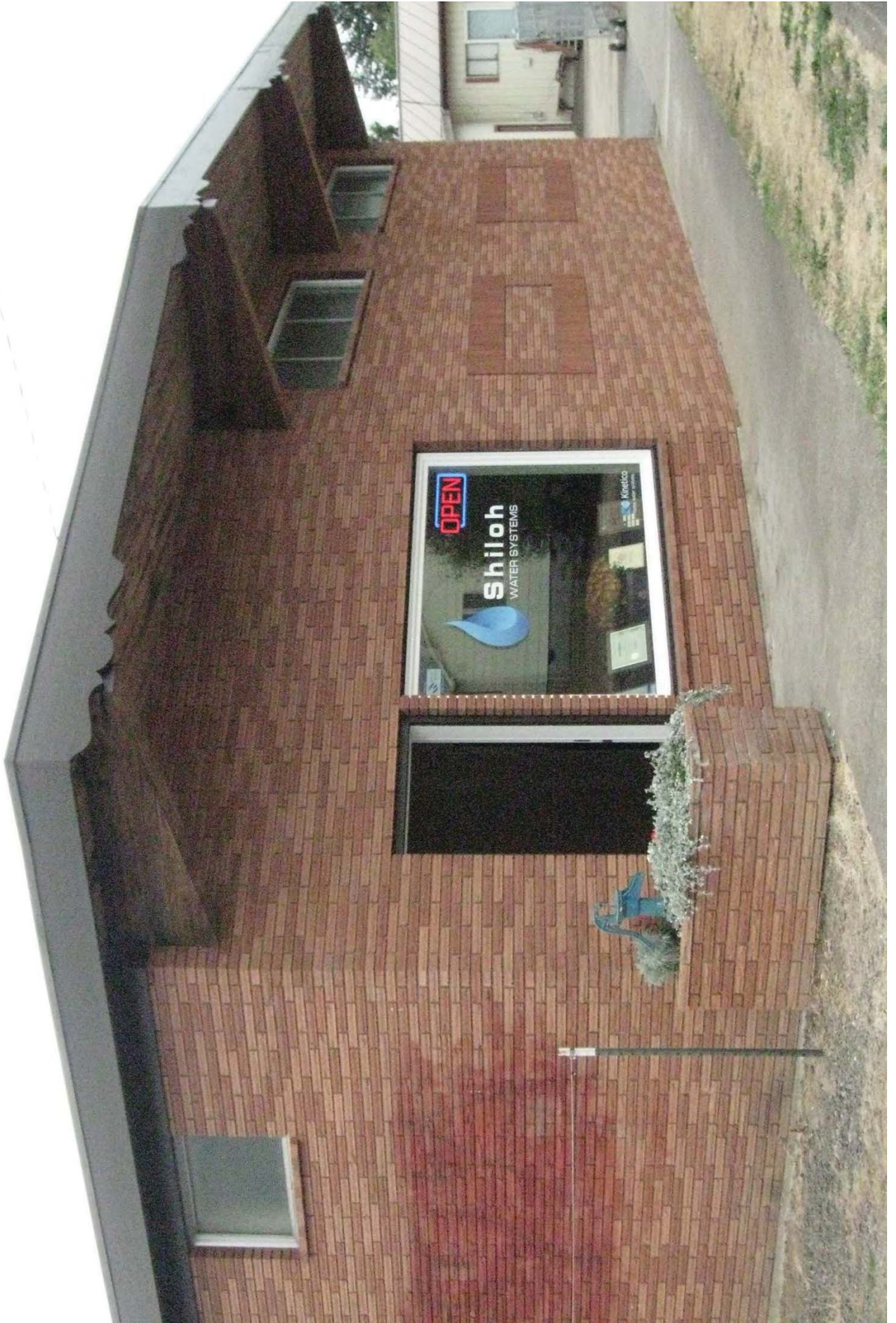
Date Awarded	Grant File #	Business Name	Location/ Address	Grant Amount Requested	Total Project Cost	Grant Reimbursement Amount	Date A/P check processed	Improvements Made and Pending
3/16/2014	FIG2014-01	Mt. Angel Cellars and Vineyards	215 N. Main	\$ 250.00	\$ 300.00	\$ 150.00	6/13/2014	Installed a business sign
3/19/2014	FIG2014-02	Deborah Unger (formerly St. Nicholas Bake Shop)	165 E. Charles	\$ 1,000.00	\$ 2,200.00	\$ 1,000.00	10/16/2014	Painted façade and awning shingles
6/11/2014	FIG2014-03	Bochsler Hardware	115 E. Charles	\$ 1,000.00	\$ 5,261.00	\$ 1,000.00	10/10/2014	Repainted façade and added signage and trim
6/11/2014	FIG2014-04	Hal Oien (Mt. Angel Brewing Co.)	210 Monroe	\$ 1,000.00	\$ 8,789.00	\$ 1,000.00	9/15/2014	Repainted building, added trim, and replaced fascia board and gutters
7/21/2014	FIG2014-05	Kris & Mike Lowrie (Shiloh Water Systems)	190 W Church	\$ 1,000.00	\$ 4,100.00	\$ 1,000.00	11/19/2014	Replaced fascia board and added signage to the front of the building.
7/18/2014	FIG2014-06	Mt. Angel Senior/Community Center	195 E Charles	\$ 50.00	\$ 145.00	\$ 50.00	9/17/2014	Painted flowers on the east side of the building and placed "Handmade Gifts" sign in German font within north side window
8/28/2014	FIG2014-07	Clem J. Butsch General Insurance	175 N Main	\$ 1,000.00	\$ 4,050.00		Waiting for Completion of Improvements	Replacing front door and sidelights
9/22/2014	FIG2014-08	Nancy Hannon (Mt. Angel Drug Store)	105 N Main	\$ 1,000.00	\$ 1,280.00	\$ 1,000.00	12/9/2014	Replacement of sheet metal capping on the parapet walls of the building with 26-gauge brown sheet metal capping
				Total	Total	Total		
				\$ 6,300	\$ 26,125.00	\$ 5,200.00		





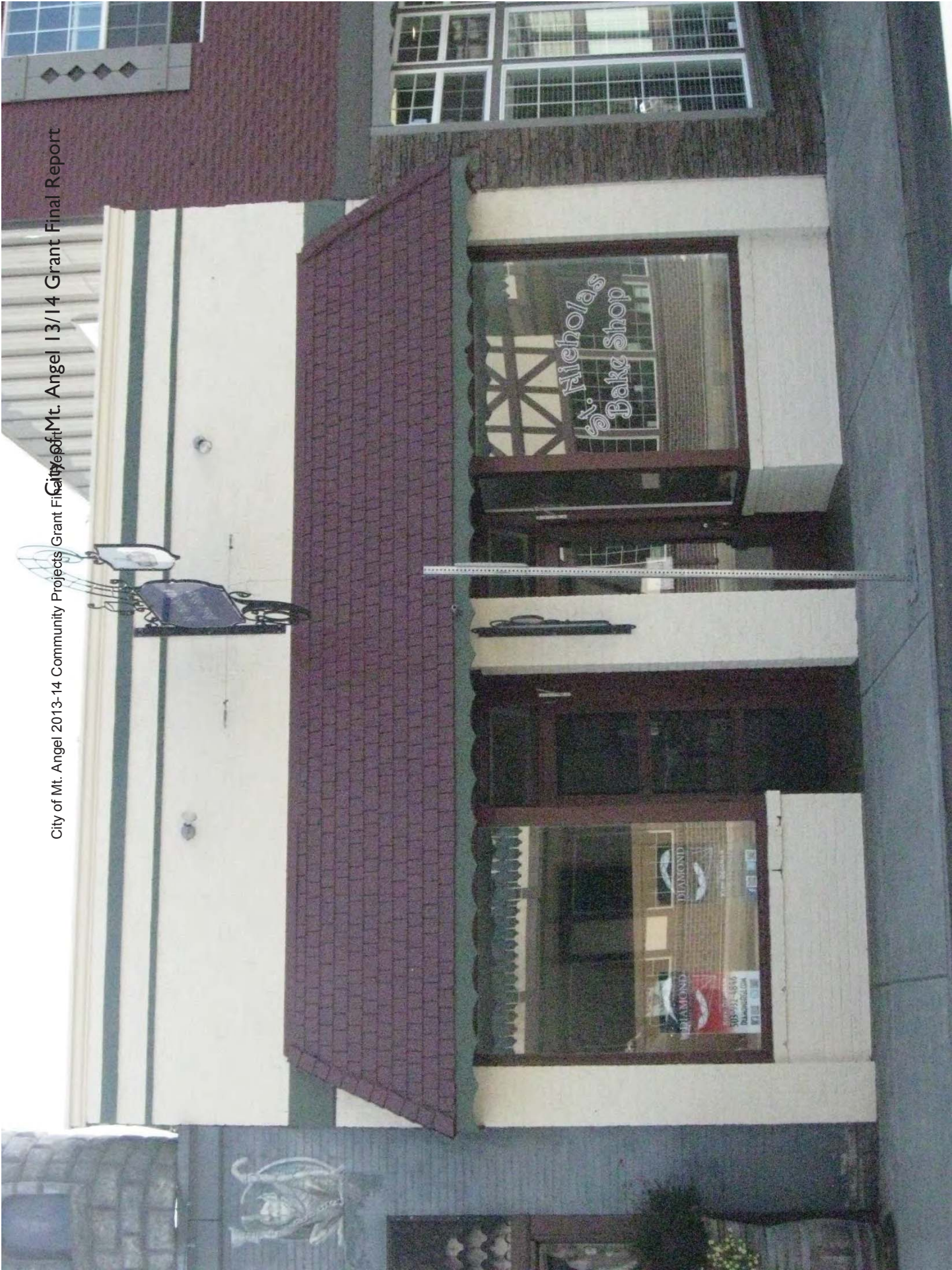
























MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2013-14 Annual Project Report

Project Title: Park Pavilion Phase 1	
Organization: City of Scotts Mills	
Project Contact: Kari Plas/Paul Brakeman 971-600-4585	
Phone: 503-873-5435	Email: clerk@scottsmills.org

Project Start Date:	Project End Date:
Grant Award Amount: \$7,000	Total Grant Funds Expended: \$7,000 <i>Please attach a detailed expense report.</i>

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

We are building a covered Pavilion in our City Park. It will allow a covered area for picnic, gatherings and our weddings in the park

2. Provide an update on the completion and outcome of the Phase 1 of project component proposed in the grant application, including installation of: (a) roof and posts, (b) walls framed, and (c) siding.

We have submitted to Marion County for building permits and are waiting on approval. Our goal is to have the roof and posts completed by the end of October 2014, no later than the end of December.

3. Provide a description of any components not implemented or completed:

Excavation is planned for the weekend of September 27 & 28. We will have the concrete footings poured and the brackets set by the end of September and will start construction on the posts and roof as soon as it has cured.

4. Description of project's impact on the community and economy within Marion County:

This project will help promote our City Park and help to bring our community together. It will add a place to have our Pizza in the Park during the summer months.

Report Completed By: Kari Plas	Date: 09/22/2014
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For Office Use Only:

Date Received:	Reviewed By:
Follow Up Needed: ? Yes ? No	Date Completed: _____ Date Presented to BOC: _____





MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2013-14 Annual Project Report

Project Title: Task 1 Engineering Design Services for the Automated Headgates System	
Organization: City of Stayton	
Project Contact: Dan Fleishman	
Phone: 503-769-2998	Email: dfleishman@ci.stayton.or.us

Project Start Date:	Project End Date: July 1, 2014
Grant Award Amount: \$19,500	Total Grant Funds Expended: \$19,500 <i>Please attach a detailed expense report.</i>

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

The City of Stayton (City) and Santiam Water Control District (SWCD or District) submitted a request for \$50,000 to complete three phases of work related to Automation implementation. Marion County approved \$19,500 for the completion of the Phase 1 System Design services. The District approved a revised scope of work and contract with the engineering firm of AMEC Environment & Infrastructure Inc. to provide Phase 1 design services only.

2. Provide an update on the completion and outcome of the project as outlined in the application.

As a result of meetings with potential integrators- (software and hardware installers), it became apparent that local entities with experience in automating irrigation systems was extremely limited. The District and AMEC determined it was best to include a sub-consultant with specific irrigation district automation experience to develop a detailed SCADA Plan providing the software programming details related to irrigation control to the selected integrator. Irrigation Training & Research Center Cal-Poly State University (ITRC) has provided a draft overview, budget and a scope of work to develop the SCADA plan along with a technical report. The project has provided funding for the design of an automation project at a level adequate to develop a competitive grant application. On April 21, the District submitted an Oregon Watershed Enhancement Board (OWEB) application requesting \$245,000 to complete a \$628,000 Irrigation Automation project. The application is available on the OWEB website at; search santiam water control as grantee.

<http://apps.wrd.state.or.us/apps/oweb/fiscal/ndisplaygrantdetail.aspx?id=11398&a=215-3015>

3. Provide a description of any components not implemented or completed:

The project resulted in a grant application being submitted for the balance of the construction funds needed to complete the automation project. The application has strong local support, including letters from Marion County Commissioners, ODFW, North Santiam Watershed Council, City of Salem, and City of Stayton. Marion Soil and Water Conservation District has provided cash and an equipment donation.

Very recently, OWEB has announced preliminary results and our application received a Do Not Fund recommendation from the regional review team due to a lack of critical details on quantity and timing of conserved flows and how water quality will be improved. The City and District will consider and address the comments in future submissions. It may be that another grant source be pursued that better aligns with the goals and objectives of the City and District, or that we better define anticipated improvements in water quality and quantity as it relates to fisheries resources for the next OWEB grant cycle.

4. Description of project’s impact on the community and economy within Marion County:

The project will lead to a large capital improvement project to be constructed in Marion County. The District and City are working cooperatively on storm water management issues which allow for development and growth to occur without being hampered by lawsuits.

Report Completed By: Brent Stevenson	Date: 8/28/14
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For Office Use Only:

Date Received:	Reviewed By:	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to BOC:

14/15 Community Project Grants

Final Reports

- City of Keizer
- KМУZ
- Mt. Angel Community Foundation
- City of Turner



Exhibit B
MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2014-15 Annual Project Report

Report Due July 15, 2015

Project Title: Increased Community Opportunities through Recreation	
Organization: City of Keizer	
Project Contact: Bill Lawyer, Public Works Director	
Phone: 503-390-3700	Email: LawyerB@keizer.org

Project Start Date: July 2014	Project End Date: June 2015
Grant Award Amount: \$30,000	Total Grant Funds Expended: \$30,000 <i>Please attach a detailed expense report.</i>

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

The project will improve economic opportunities in Keizer through the construction of a unique 15,000 square foot playground structure (Big Toy). The completed playground will be a one-of-a-kind recreation feature that will be an added destination attraction to all community members within Marion County. The primary goal of the project is to increase traffic to local businesses. The location of the park will bring traffic past Keizer Station and across River Road travelling past many businesses on River Road. A destination park that becomes a tourist destination will increase traffic and provide encouragement to relocating Businesses.

2. Update on Project Outcomes:

The project construction was completed on June 19, 2015. The Big Toy playground opened for use on Saturday June 20, 2015 with approximately 150 people in attendance. Since the opening there has been consistent high usage of the playground from residents throughout the region. City representatives have visited with many users of the playground and have already found that people are coming to Keizer from other parts of the state, including Astoria, to enjoy the playground with their children and grandchildren. When the landscaping around the Big Toy playground is finished over the next few weeks, which includes grass areas and picnic tables, we anticipate the use to increase and bring more citizens to Keizer Rapids Park to enjoy the Big Toy playground.

3. Description of project’s impact on the economy within Marion County:

The Big Toy at Keizer Rapids Park being a tourist destination playground is bringing people from Marion County and other parts of the state to enjoy this new park amenity. As more people visit the playground and share their positive experience with others the project’s impact on the economy in Marion County will increase. Visitors will be traveling by the Keizer Station shopping center, travel along River Road passing many businesses and restaurants, and will have the opportunity to shop on

their way to the playground or on their way home.

Report Completed By: Bill Lawyer

Date: June 30, 2015

For Office Use Only:

Date Received:		Reviewed By:	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to BOC:	

The Big Toy at Keizer Rapids Park	
6/25/2015	2:05 p.m.
<u>Received to Date</u>	
\$	100,000.00
	City of Keizer SDC's
\$	87,600.00
	Grants
\$	12,893.00
	Cash Contributions
\$	6,081.00
	Donated Items (offsets to budget)
\$	6,244.37
	Picket Sales
\$	79,300.00
	Component Sales
\$	292,118.37
	Subtotal - Cash Received
<u>Expenses</u>	
\$	191,118.00
	Construction Materials
\$	40,000.00
	Parking Lot and Paths
\$	1,725.00
	DEQ Permit
\$	7,500.00
	Additional materials - Volcano
\$	38,750.00
	Leathers fees (design, project mgmt)
\$	7,500.00
	Food for Volunteers on Build Days
\$	5,000.00
	Donor Recognition/Signage
\$	4,800.00
	Concrete for Posts
\$	3,731.60
	Unbudgeted Expenses
\$	18,885.20
	Remaining Contingency
\$	319,009.80
	Subtotal - Cash
Percent Raised to Date:	92%
Balance Left to Raise:	\$26,891



MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2014-15 Annual Project Report

Report Due January 15, 2015

Project Title: KMUZ-FM Broadcast Range Expansion (to unserved areas in Marion County)	
Organization: KMUZ-FM	
Project Contact: David Hammock, Administrative Coordinator	
Phone: 503-990-6091	Email: admin@kmuz.org

Project Start Date: December 2013	Project End Date: January 24, 2015
Grant Award Amount: \$7,530	Total Grant Funds Expended: \$7,530
<i>Please attach a detailed expense report.</i>	

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

This project involved re-licensing, re-equipping and re-location of translator K264AA to serve Salem and Keizer for KMUZ-FM rather than serve Corvallis for KBOO-FM, providing an increase in potential listeners from 35,000 to over 250,000 for KMUZ. A secondary component was designed to emplace a back-up Studio-Transmitter-Link (STL) connecting our Salem studios with our primary transmitter near Turner. The County funding was used only for the third and final phase of a long, complex and convoluted project complicated by significant changes in FCC policies enacted after our project was begun. This resulted in fundamental and, as it turned out, frequent changes in our plan. None-the-less we completed the installation in January of 2015 at close (5%) to the projected budget, a budget that assumed a much simpler work plan of far fewer steps. This project was dependent on FCC action to proceed. FCC approval was granted only on December 30, 2014. All work at both the old site near Corvallis and the new installation on Prospect Hill near Salem was completed on January 8th, 2015. Please see photos of the installation, attached. After a brief period of promotion and awareness marketing, broadcasts from the new location began on January 24, 2015.

2. Update on Project Outcomes:

K264AA began repeating KMUZ to Salem & Keizer at 10AM, Saturday, January 24, 2015. A photo of the sign on ceremony at the KMUZ studio is attached. Listener reports indicate our expended coverage meets or exceeds our expectations. Please see two (2) coverage or pattern projections (attached) indicating the expanded coverage. The primary objective of our project is both complete and

successful. Extensive field testing revealed that the secondary objective, securing a redundant link to our transmitter, is not feasible with the equipment available to us. Engineering estimates were that there was possibly a direct line of sight to our transmitter. The tests proved that was not the case. We continue to investigate alternatives and will proceed without County funding when such alternative is identified.

3. Description of project’s impact on the economy within Marion County:

Our project’s goals to comply with OR 461.450 were twofold: enhance and strengthen a community non-profit entity and to add one or more permanent jobs in Marion County. Just two weeks after the new translator began operation KMUZ produced its Winter 2015 Pledge Drive, one of three we rely upon each year to fund the station. Our previous seven drives averaged some \$7,015 in listener pledges of support (not including special challenge grants from major donors, something we were only able to secure in two previous drives). This recent drive earned listener pledges of \$10,361, an increase \$3,346 over the average; **an increase of nearly 48%**. We are confident that a sustained marketing effort coupled with improved volunteer training and program development will, in time, turn our new potential audience into sufficient new actual listeners to support our target of an annual budget of \$150,000, more than twice recent annual revenue amounts. We feel we can report substantive progress in achievement of our first OR 461.450 goal. Further, we anticipate phasing in at least one part-time position in our FY2016 which begins July 1, 2015. Our goal is to develop one to 1.5 full time equivalent (FTE) permanent positions as the core staff needed to operate a technology enterprise regulated by the FCC. We believe we are on track, thanks to the completion of this project, to meeting the second economic development goal of our project within a few months.

Report Completed By: David A. Hammock	Date: March 13, 2015
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For Office Use Only:

Date Received:	Reviewed By:
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: _____ Date Presented to BOC: _____

Ms. Sarah Cavazos
Management Analyst
Marion County Community Services
via email: Scavzos@co.marion.or.us

March 13, 2015

RE: Final Report-KMUZ Community Project Grant

KMUZ's final project report and supporting documents are attached. Thank you for all your help in getting us going last fall. I must confess I got carried away writing a project close-out narrative, stopped myself and re-did it, complying with the actual instructions on the form. I have included my literary exercise as an attachment, should anyone actually be interested in more detail. This longer narrative does explain the significance of the color mapping on the two coverage projection attachments.

I have attached invoices and statements from our project contractors & suppliers. I can send a list of check numbers and dates relating to these invoices should the County need further documentation of expenditures.

I feel I should explain our tardiness in submitting this close-out report and final invoice. All KMUZ workers, myself included, are volunteers. The four weeks between the FCC's granting our construction permit and the sign on of the translator were filled with frantic (and exhausting) activity – in addition to two Federal Holidays. Barely a week after the sign on KMUZ launched its Winter Pledge Drive. As we wrapped up the administrative and accounting details of that effort, we prepared for a live, ten-hour remote broadcast from the Polk County Fairgrounds which happened on March 7th. I was required to function as producer and anchor of that broadcast. I can only claim the rather relentless pace of activity at KMUZ as the reason this has taken me so long. I hope this will not cause problems with closing out our grant project.

Sincerely,

David A. Hammock
Administrative Coordinator

COMMUNITY PROJECT GRANT PROGRAM FINAL REPORT

DATE: March 13, 2015

SUBMITTED BY: Willamette Information, News and Entertainment Service d/b/a KMUZ-FM

PROJECT TITLE: KMUZ-FM Broadcast Range Expansion to Include Currently (Formerly!) Unserved Areas of Marion County

GRANT FUNDS: Requested - \$10,000 Awarded - \$7,530

PROJECT COST: Projected - \$27,685 Actual - \$29,257

1. DESCRIPTION OF PROJECT ACTIVITY AND TIMELINE

The effort to identify and secure a translator license and then to move it from Corvallis to Salem was a complex and, indeed, somewhat convoluted process that began in December of 2012 and was completed in January of 2015. Along the way the plan underwent fundamental changes and revisions due entirely to external factors, mostly changes in FCC policies occurring after our project was launched. Despite the adversity and unexpected complications, KMUZ-FM was able to complete the project within the planned timeframe and only 5% over the projected budget, a budget designed to support a simpler project with fewer steps than proved to be necessary.

Ultimately, our project involved three major steps:

A. Buying the equipment needed, applying for a license modification and installing the gear necessary to put the translator, K264AA, back on the air in Corvallis after an extended period out of service and before the deadline after which the license would be automatically rescinded by the FCC. This was necessary due an FCC policy change that disallowed our pending request to move the license from Corvallis to Salem in one step (along with many other similar requests before the FCC).

B. Applying to the FCC for permission to modify the license at its Corvallis location to change the antenna direction and increase the power from 23 watts to 175 watts. This required the translator to switch from carrying the signal of KMUZ-FM to repeating, temporarily, the signal of KLVU-FM of Sweet Home, Oregon. This was necessary to allow the application for the final step to go forward.

C. Applying to the FCC to move K264AA from its authorized Corvallis-area location to a tower facility on Prospect Hill, just south of Salem, then removing all our equipment from a hilltop in the OSU MacDonald Experimental Forest and installing it at our new leased site on Prospect Hill.

Marion County Community Project Grant funds were used by KMUZ only for activities supporting the third and final phase (step C, above) of our project, all of which occurred in the current KMUZ fiscal year (after July 1, 2014). The Project Budget (attached) does include information pertaining to to the full project.

KMUZ-FM also faced unexpected challenges in finding and securing rights to a suitable tower facility to serve Salem. When our application was submitted to Marion County, we were in negotiations to lease space on a tower and in a shelter owned by Northwest Natural. These negotiations did not result in NW Natural's permission to use their tower. Subsequently we were granted preliminary approval to locate on a nearby tower owned and operated by Marion County. Prior to executing such an agreement, our Consulting Engineers discovered an issue that made this otherwise highly desirable location unsuitable for our translator.

We were finally able to contract with the owners of a suitable location and were able to submit the final of many, many applications to the FCC. This new location required deployment of different transmit antenna than the type we had used in Corvallis and one was acquired.

The FCC approved our final application and issued a construction permit on December 30, 2014. We mobilized our contractors and completed the installation work over January 7th & 8th. Not anticipating this process would go quite so smoothly (as nothing else had!), we had announced the inauguration of service for Saturday, January 24th, 2015.

At 10AM that Saturday K264AA began transmitting to Salem and Keizer at 100.7 FM.



Station Founder Karen McFarlane Holman watches the power come up for the first time on the translator via the remote control interface on a laptop PC in the Master Control Room (MCR).

2. PROJECT OUTCOMES

The primary result of this project is to deliver a listenable FM signal to Salem and Keizer. Reception strength is measured in units referred to as dB(Uv) or just DBU. The first of the two Pattern Projection documents attached (KMUZ Final LR Pattern Projection.PDF) is the projection of the cover provided by KMUZ's main transmitter near Turner, broadcasting 32 watts (0.032KW) at 88.5 MHz (FM). The colors on the map relate to zones of signal strength based on the best available computer software for such calculations which produces a Longly-Rice Real World Coverage Map.

The red color indicates an area receiving a reception strength of 70 DBU or better, very good. Orange indicates 65 DBU, the minimum engineers calculate needed for reliable indoor reception on consumer electronics. Yellow indicates 60 DBU, reception OK for automobile radios and external (outdoor) antennas but only so-so indoors. Green (54 DBU) indicates poor reception and blue (48 DBU) very poor reception. The white patches are too far from the transmitter or have the line of sight to the transmitter blocked so there is no reception at all.

While this projection shows that, according to recent census data, some 35,289 people live where they receive 65 DBU or better reception strength at 88.5 FM, none of them live in Salem or Keizer and some reside in Polk or even Linn County.

As shown on the second attachment (K264AA Pattern Projection.PDF), the new translator provides a signal at or above the 65 DBU threshold to 221,952 people, including nearly everyone in Salem and Keizer. Even better, there is almost no overlap in coverage at this signal strength between our main transmitter and the new translator. Together they provide a good signal to more than a quarter million people (257,241). In purely technical terms, the project is a complete success.

However, merely providing the signal does not guarantee we will reach that many listeners. We are gratified by the response to our improved coverage so far but have only begun an awareness marketing campaign that will continue through the remainder of 2015.



The electronic billboard display is the only commercial advertising in which we've invested, most of our efforts can be characterized as a guerrilla marketing campaign. A small poster that was distributed by volunteers throughout Salem and Keizer is attached (KMUZ Translator Poster.PDF). We have also enlisted a number of friendly pubs and clubs whose clientele match our potential audience to use a supply of promotional coasters we had printed.

Coaster Side 1



Coaster Side 2



None of our promotional activities are paid for with County grant funds and we include this

information to illustrate our commitment to reaching the audience in the County we wish to serve. The full impact of our extended reach will take months, if not years, to be felt but we already beginning to reap the benefits of our new range and ability to connect with new listeners.

KMUZ produced our 2015 Winter Pledge Drive, one of three we rely on each year, just two weeks following the sign on of our translator. It was our eight since KMUZ has been on the air. Over the first seven drives, our average amount of listener pledges was \$7,015 (not including major donor challenge grants made in support of the May and September drives in 2014). Our February 2015 pledge total, in drive which had no challenge grants to support it, was \$10,361. With only a few days to promote the extended service, our February drive netted \$3,346 over our average, **an increase of almost 48%**.

We believe we are well on the way to accomplishing the first of the economic development goals of our project as defined in ORS 461.450, securing the financial health of our community non-profit organization. We are reliant on listener support for the lion's share of our operating revenue; we feel this project will materially aid us in reaching our goal of annual operating budget of at least \$150,000, which would essentially double our recent levels of funding.

Our second economic goal is to create and fund one to 1.5 full-time equivalent (FTE), permanent jobs at KMUZ. While we will always be powered primarily by volunteers, a small core of professionals is necessary to operate a community-funded, technology-based non-commercial business closely regulated by the FCC. We expect the new listener and underwriting revenues due to the KMUZ's potentially reaching seven times as many people as before will allow us to start phasing in at least one position in FY2016. This will signal our fulfillment of the grant's obligations to comply with OR 461.450.

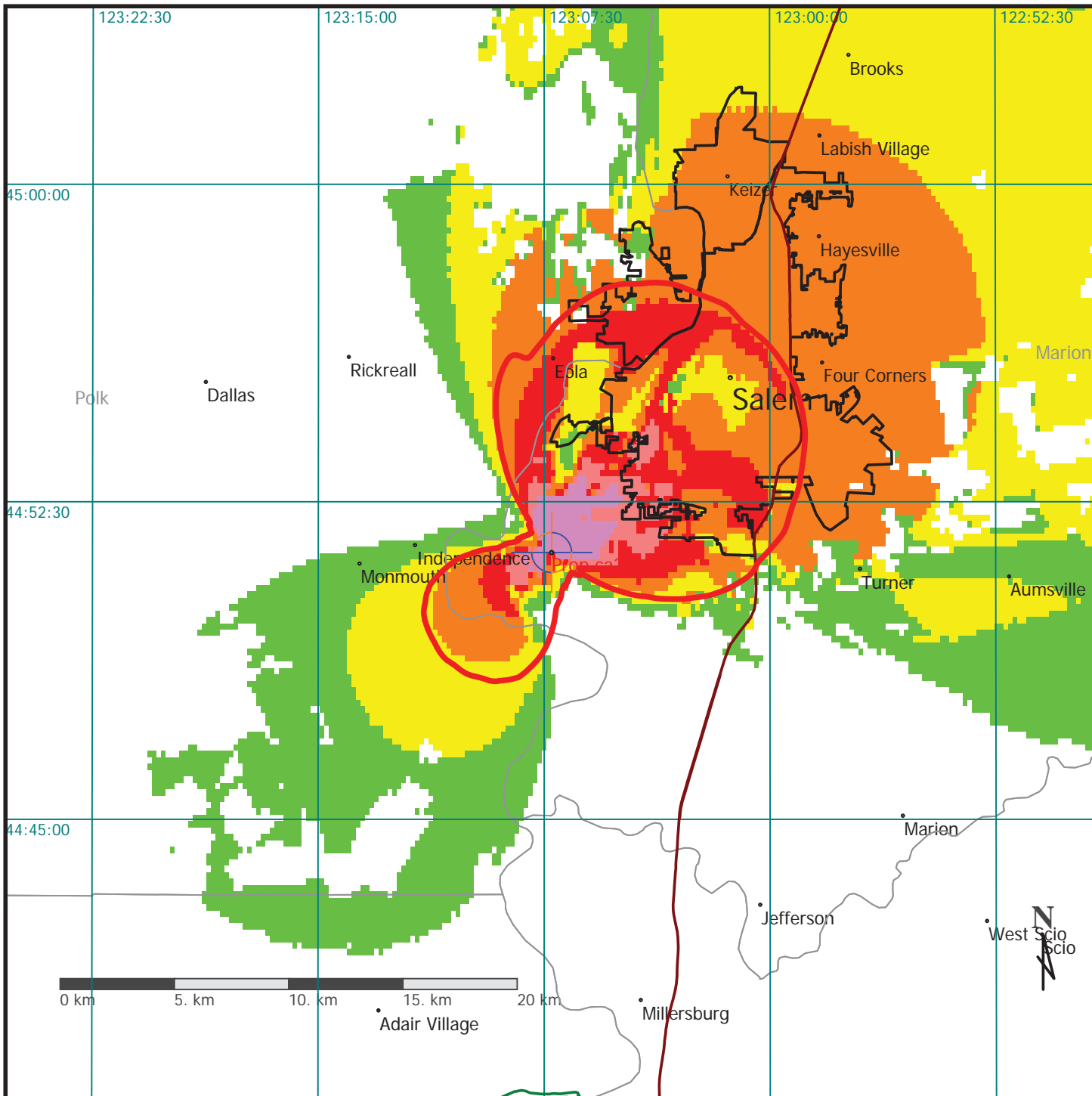
A further project outcome not required by the funding source but extremely important to KMUZ is the re-energizing of our volunteer and donor base. We depend on the reliable and ongoing commitment of nearly 100 volunteers week in and week out. KMUZ operates 24 hours a day, seven days a week, 365 days per year. The excitement of potentially reaching new listeners has had an extremely positive impact on volunteer retention as well as recruitment.

K264AA at Upper Prospect (North)
34W @30m AGL - 374m AMSL
Scala CA2-FM/CP Antenna @45dg
Longley-Rice Analysis

Brown Broadcast Services, Inc.
 Job: K264AA to Prospect_Jun2014.fmj
 Master Database: 2014_Jun_15.fmd
 Lat: N44:51:18 Lon: W123:07:15 NAD-27
 Scale: 1:250000
 Channel: 264 Class: DX

rfInvestigator Version 3.8.2
 by rfSoftware, Inc.
 Date: 9/1/2014 5:59:31 PM
 Key: Pop Count

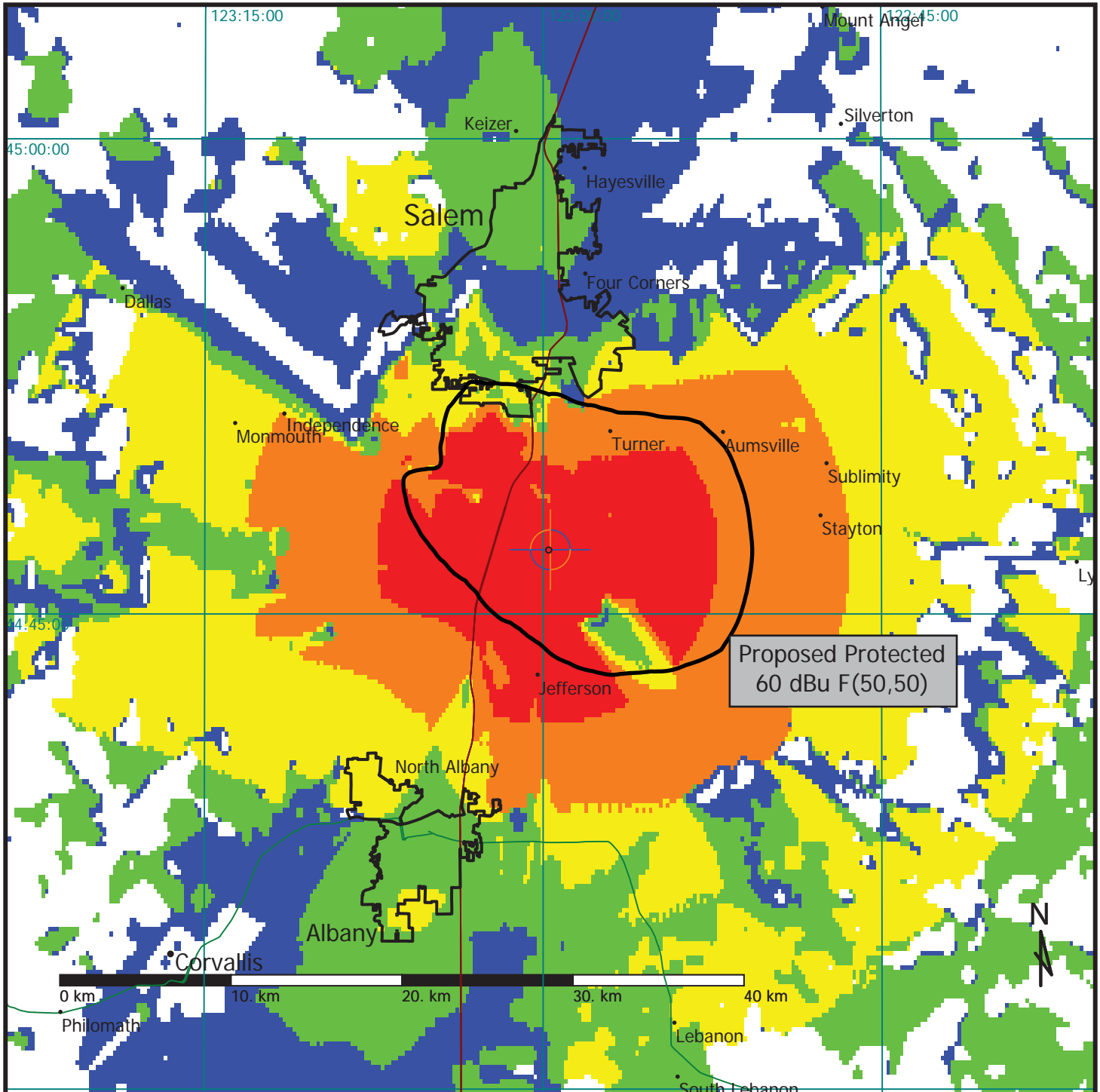
- 80dB(uV) 597
- 75dB(uV) 6,871
- 70dB(uV) 42,357
- 65dB(uV) 172,127
- 60dB(uV) 49,102
- 54dB(uV) 63,613



KMUZ - Pattern let out to Southwest - Longley-Rice Real World Coverage

Brown Broadcast Services, Inc.
Job: NCE Turner Jul08 update.fmj
Master Database: 2008_Jun_24.fmd
Lat: N44:47:02 Lon: W122:59:41 NAD-27
Scale: 1:333333
Channel: 203 Class: A
Status: Licensed, Construction Permit, Application, Addition, Vacant/Reserved
Channels: Co-Channel, 1st Adj, 2nd Adj, 3rd Adj
Range: 99 km, Clearance: -0.5km
Comments: No Comments

rfInvestigator Version 3.2.83
by rfSoftware, Inc.
Date: 2/19/2009 5:20:13 PM
Key: Pop Count
70dB(uV) ● 8,651
65dB(uV) ● 26,638
60dB(uV) ● 62,094
54dB(uV) ● 182,461
48dB(uV) ● 117,560





ABOVE: K264AA transmit antenna heading up to the 98' level on the Slater Sites, Inc. Prospect Hill tower.

BELOW: Our Scala CA2-CP FM transmit antenna and stand off mount.



K264AA—100.7 MHz

Upper Prospect Hill

Slater Sites Inc.

(Behind mounting plate) Bandpass filter for FM Receiver—between antenna and tuner.

Power strip w/ breaker

Dayton AF210 FM Receiver (back up receiver, may be traded)

Fanfare FM receiver—borrowed from All-Classical

Internet Router —connects to Croisan Creek Broadband

Cable management rack panel

BW-TX150v2 Transmitter. Broadcast Warehouse TX-150 (150 watt max output) FM Stereo Transmitter, version 2.

Telewave Bandpass Filters (Cavities) for Transmit Antenna





Exhibit B
MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2014-15 Annual Project Report

Report Due July 15, 2015

Project Title: Second Story Construction of Community Building	
Organization: Mt. Angel Community Foundation, Inc.	
Project Contact: David Kohler, Board Member	
Phone: 503-580-9288	Email: kohler@mtangel.net

Project Start Date: July 2014	Project End Date: June 2015
Grant Award Amount: \$13,360	Total Grant Funds Expended: <i>Please attach a detailed expense report.</i>

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

The Mt. Angel Community Building serves multiple purposes for the region from hosting numerous school and community events to serving as the areas shelter in the event of an emergency. The proposed project will add a second story to the building to make the building available for use by broader community groups for meetings, trainings, etc. The grant will help fund phase one of the project and includes installation of a ADA accessible elevator and construction of the community meeting room.

2. Update on Project Outcomes:

The Mt. Angel Community Foundation is excited to announce, that with your help and the hard work of many individuals, the community rooms are approximately 85% complete. Thanks to the many donors who have supported this project we have raised just over \$300,000. Your grant was directed to the subfloor, walls and doors. Those portions are 100% complete.

By last November we had raised \$113,000. Since then we have raised a little over \$187,000 to meet the estimated goal of \$300,000. The estimated goal of \$300,000 was set in 2012 when the economy was slow and construction costs were lower. We believe then actual cost of the project will be close to \$330,000. We are finishing our last fundraiser and have raised most of that money.

The walls are up and painted, the electrical, plumbing and heating are complete. The elevator will be installed in the middle of January. The bathrooms and one of the community rooms should also be totally completed by the middle of January. The other community room should be completed by the end of February.

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3. Description of project’s impact on the economy within Marion County:

The community rooms along with the Festhalle building will draw people into the Mt. Angel Community when they are rented. The Festhalle building presently is rented almost every weekend throughout the year. The community rooms will make the building rental more desirable and will be even available for rent as stand alone rooms for meetings. The local community organizations will be using the community rooms free to plan their activities. By drawing people into our community, they will use our restaurants, gas station, hardware store, drug store, etc. thus helping these and other business stay open.

Report Completed By: Dave Kohler	Date: 12/30/15
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For Office Use Only:

Date Received:	Reviewed By:
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: Date Presented to BOC:









MARION COUNTY ECONOMIC DEVELOPMENT COMMUNITY PROJECT GRANT
2014-15 Annual Project Report

Report Due January 15, 2015

Project Title: Turner Stream Gauge	
Organization: City of Turner	
Project Contact: David Sawyer, City Administrator	
Phone: 503-743-2155	Email: manager@cityofturner.org

Project Start Date: July 2014	Project End Date: October 23, 2014
Grant Award Amount: \$8,840	Total Grant Funds Expended: \$8840
<i>Please attach a detailed expense report.</i>	

Provide a complete update on the project below; include a brief description, outcome of the project, any barriers that may have altered the project outcome, if the project achieved its goal(s), and its benefit to the community and economy of Marion County. Please include pictures or diagrams when available.

1. Brief description of the project: (250 words or less)

Install a Mill Creek stream level monitoring station with automated data telemetry within the City of Turner to provide automated alerts used to provide timely warnings to business owners, home owners, critical facility managers and initiate the City's Flood Response Plan.

2. Update on Project Outcomes:

The stream gauge is now operating and fully functional. It can be seen on the web site <http://hww.onerain.com/>. We are already using the data to monitoring stream levels. **THANK YOU!!!!**

3. Description of project's impact on the economy within Marion County:

As stated in the project application we believe that this gauge, in conjunction with the other elements of the Flood Early Warning System, will enhance planning for flood mitigation and greatly increase our ability to response to flood events. These benefits will allow for better planned development in flood prone areas and far less economic disruption for flood events.

Report Completed By: David Sawyer 	Date: 10/23/2014
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For Office Use Only:

Date Received:	Reviewed By:
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: _____ Date Presented to BOC: _____

**Exhibit B-2: City of Turner Financial Report
Marion County Oregon Lottery Community Project Grants**

Please attach proof of expenditures

Project Revenue	Other Funding	Oregon Lottery Grant
Oregon Lottery Grant (2014-15)		\$ 8,840.00
City of Turner	\$ 11,473.00	
Project Revenue Total	\$ 11,473.00	\$ 8,840.00
Project Expenses		
Total in creek System Install	\$ 7,973.00	
Monitoring & Telemetry Station	\$ 3,500.00	\$ 8,840.00
Item		
Item		
Item		
Item		
Item		
Project Expense Total	\$ 11,473.00	\$ 8,840.00
Net +/-	\$ -	\$ -

14/15 Business Development Grants

Final Reports

- Forest River Manufacturing
- GK Machines
- Tree Frog Nursery



EXHIBIT C

MARION COUNTY ECONOMIC DEVELOPMENT LOTTERY GRANT
2014-15 Project Report

Project Title: Forest River Silverton Facility	
Company: Forest River Manufacturing	
Project Lead: Josh Parker	
Phone: 503-831-5422	Email: jparker@forestriverinc.com

Planned Project Completion Date: October 15, 2015.

Report Type: Progress Report (Due: June 30, 2015)
 Final Report (Due: October 15, 2015)
 EDAB Grant Financial Report Attached (Required)

Grant Category: Job Retention or Creation Product or Service Creation or Expansion Tourism

Grant Award Amount: \$50,000	Grant Funds Received YTD: 0
Planned Match Revenue: \$267,000	Actual Match Revenue YTD: \$ 300,000.00 +
Planned # of New Jobs Created: 15	New Jobs Created YTD: 80

1. Brief description of the project: (500 words or less)

Demand for manufacturing of cargo trailers has exceeded capacity of Forest River Manufacturing’s site in Polk County; an additional facility was secured in Silverton’s Industrial Park which will create at least 50 new jobs in Marion County. The grant will fund retrofitting of the 150,000 square foot building to accommodate production of a large scale trailer manufacturing facility. To increase manufacturing efficiency, building modifications include: a new roof, parking areas, fence lines, roll-up doors, electrical wiring, lighting upgrade, and spray booth installation.

2. Please provide a brief update on each of the project goals accomplishments to date and any modifications to the original project. Please include photos (if relevant) as part of the final report.

Status of Project Objective #1: Building modifications completed by August 1, 2015, including: Complete
 In Progress
 Not Started

(a) Roof Repaired – perform repairs and deferred maintenance to stop leaks; (b) Fence line installed; (c) Roll up doors installed; (d) Spray Booth Installed – construct spray booth for painting assembled product; and (e) Electrical Wiring Upgraded – perform repairs and upgrades to support new equipment and comply with current Oregon Specialty Electrical Code.

ALL PROSECTS COMPLETED.

Status of Project Objective #2: Fifteen (15) or more new employees hired at the Marion Complete

County facility during the contract period, and no later than September 30, 2015.	<input type="checkbox"/> In Progress <input type="checkbox"/> Not Started
<i>80+ JOBS HAVE BEEN CREATED</i>	
Status of Project Objective #3: Increase in the amount of products manufactured at the Marion County facility by September 30, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started
<i>CURRENTLY PRODUCING AN AVERAGE OF 70 UNITS WEEKLY.</i>	
Status of Project Objective #4: Increase in revenue generated from Marion County facility by September 30, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started
<i>REVENUE PRODUCTION HAS BEEN INCREASED.</i>	

3. Is there any unforeseen challenges or barriers to completing the project as planned? If so, please describe the problem and any identified solutions.

NO.

Report Completed By: *JCPAL (Josh Parker-GM)* Date: *9-4-15*

For Office Use Only:

Date Received:	Reviewed By:
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed: _____ Date Presented to EDAB: _____

Exhibit C-2: Financial Report
Marion County Oregon Oregon Lottery Economic Development Grant Financial Report
 Please attach proof of expenditures

Project Revenue	Other Funding	Oregon Lottery Grant
Oregon Lottery Economic Development 2014-15 Grant		\$ 50,000 -00
<i>FOREST RIVER MANUFACTURING</i>		
Project Revenue Total	\$ -	\$ -
Project Expenses		
Item <i>ELECTRICAL WIRING UPGRADE</i>	\$ 88,292.01	\$ 25,000.00
Item <i>ROOF REPAIR</i>	\$ 25,330.00	\$ 25,000.00
Item		
Item		
Item		
Item		
Item		
Project Expense Total	\$ 113,622 -01	\$ 50,000 -00
Net +/-	\$ 63,622 -01	\$ -

Exhibit C-2: Financial Report
Marion County Oregon Oregon Lottery Economic Development Grant Financial Report
 Please attach proof of expenditures

Project Revenue	Other Funding	Oregon Lottery Grant
Oregon Lottery Economic Development 2014-15 Grant		\$ 50,000 -00
<i>FOREST RIVER MANUFACTURING</i>		
Project Revenue Total	\$ -	\$ -
Project Expenses		
Item <i>ELECTRICAL WIRING UPGRADE</i>	\$ 88,292.01	\$ 25,000.00
Item <i>ROOF REPAIR</i>	\$ 25,330.00	\$ 25,000.00
Item		
Item		
Item		
Item		
Project Expense Total	\$ 113,622 -01	\$ 50,000 -00
Net +/-	\$ 63,622 -01	\$ -







EXHIBIT C

 MARION COUNTY ECONOMIC DEVELOPMENT LOTTERY GRANT
2014-15 Project Report

Project Title: Phase II Expansion	
Company: GK Machine Inc	
Project Lead: Mike Mader	
Phone: 503-678-5525	Email: mike@gkmachine.com

Planned Project Completion Date: December 30, 2015	
Report Type: <input type="checkbox"/> Progress Report (Due: <u>March 31, 2015 and October 15, 2015</u>)	
<input checked="" type="checkbox"/> Final Report (Due: <u>December 30, 2015</u>)	
<input type="checkbox"/> EDAB Grant Financial Report Attached (Required)	
Grant Category: <input checked="" type="checkbox"/> Job Creation <input type="checkbox"/> Product or Service Creation or Expansion <input type="checkbox"/> Tourism	
Grant Award Amount: \$50,000	Grant Funds Received YTD: 0
Planned Match Revenue: \$200,650	Actual Match Revenue YTD: \$205,985.10
Planned # of New Jobs Created: 10	New Jobs Created YTD: 11

1. Brief description of the project: (500 words or less)

GK Machine recently completed a 35,000 sq/ft facility expansion. Phase II of the expansion will add machining capabilities to increase the company's material handling capacity and create at least ten (10) new jobs. Purchase and installation of the Mori Seiki Turning Center, a four-axis milling machine used for production level machining, will increase the output from production lines. The increase in capacity will allow GK to maintain the pace of orders, as well as meet the increasing demand for the growing customer base.

2. Please provide a brief update on each of the project goals accomplishments to date and any modifications to the original project. Please include photos (if relevant) as part of the final report.

Status of Project Objective #1: Purchase and install new bar feed systems, tooling and waste collection equipment by March 31, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> Not Started <input type="checkbox"/> In Progress
GK PO 187352 (Machine) = \$249,964.75 GK PO 187456 (Tooling) = \$2,712.49 GK PO 188210 (Tooling) = \$2,170.80 GK PO 188353 (Coolant) = \$1,137.05	
Status of Project Objective #2: Hire ten (10) new employees in the machinery department and assembly area by September 30, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> Not Started <input type="checkbox"/> In Progress

Status of Project Objective #3: Increase in production output based on departmental capacity and output reports by December 30, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> Not Started <input type="checkbox"/> In Progress
There was a 52% increase in this departments output between 2014 to 2015	
Status of Project Objective #4: Increase in sales revenue by December 30, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> Not Started <input type="checkbox"/> In Progress
There was a 15% increase in revenue for project that were affected by this department between 2014 and 2015	

3. Is there any unforeseen challenges or barriers to completing the project as planned? If so, please describe the problem and any identified solutions.

This is the final report and the project in complete. This project has been a success for GK Machine

Report Completed By: Mike Mader	Date: 12/28/15
--	-----------------------

For Office Use Only:

Date Received:	Reviewed By:		
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to EDAB:	

Exhibit C-2: Financial Report

Marion County Oregon Oregon Lottery Economic Development Grant Financial Report

Please attach proof of expenditures

Project Revenue	Other Funding	Oregon Lottery Grant
Oregon Lottery Economic Development 2014-15 Grant		\$ 50,000.00
GK Machine	\$ 200,650.00	
Project Revenue Total	\$ 200,650.00	\$ 50,000.00
Project Expenses		
GK PO 187352 (Machine)	\$ 249,964.75	\$ 50,000.00
GK PO 187456 (Tooling)	\$ 5,568.65	
GK PO 188210 (Tooling)	\$ 2,549.10	
GK PO 188353 (Coolant) = \$1,137.05	\$ 1,137.05	
Project Expense Total	\$ 259,219.55	\$ 50,000.00
Net +/-	\$ (58,569.55)	\$ -



MARION COUNTY ECONOMIC DEVELOPMENT LOTTERY GRANT
2014-15 Project Report

Project Title: Pot in Pot Expansion	
Company: Tree Frog Nursery LLC	
Project Lead: Carson Lord	
Phone: 503-873-4191	Email: carson@treefrogtrees.com

Planned Project Completion Date: January 15, 2016	
Report Type: <input type="checkbox"/> Progress Report (Due: <u>June 30, 2015 and September 30, 2015</u>)	
<input checked="" type="checkbox"/> Final Report (Due: <u>January 15, 2016</u>)	
<input checked="" type="checkbox"/> EDAB Grant Financial Report Attached (Required)	
Grant Category: <input type="checkbox"/> Job Retention or Creation <input checked="" type="checkbox"/> Product or Service Creation or Expansion <input type="checkbox"/> Tourism	
Grant Award Amount: \$5,000	Grant Funds Received YTD: \$3,750
Planned Match Revenue: \$103,341	Actual Match Revenue YTD: \$117,322
Planned # of New Jobs Created: 1	New Jobs Created YTD: 1.5

1. Brief description of the project: (500 words or less)

Tree Frog Nursery is a locally owned and located small agriculture-based industry in Silverton. In 2013, the company's sales were over \$500,000 with 99% of the company's sales generated from outside the County. The project will expand the company's "pot in pot" nursery onto a six acre parcel and expand production by approximately 35% over two years.

2. Please provide a brief update on each of the project goals accomplishments to date and any modifications to the original project. Please include photos (if relevant) as part of the final report.

Status of Project Objective #1: Purchase and install the Pot in Pot system by July 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started
Pot in Pot installation was completed in November 2015.	
Status of Project Objective #2: Fill new production area with plants by November 2015.	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Not Started
We began the process of moving plants into the new production area in November 2015 when the fall rains started and the pond repairs were completed. We are continue to move plants there daily and hope to have it completed this spring.	
Status of Project Objective #3: One (1) new employee hired by 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started

We hired an additional fulltime employee in May 2015.

3. Is there any unforeseen challenges or barriers to completing the project as planned? If so, please describe the problem and any identified solutions.

As reported in October, in anticipation of this project, we built an irrigation reservoir / water recycling pond in the fall of 2014. The pond sprung a leak this past summer and so we were forced to drain, re-excavate and purchase a liner. The pond project was completed in October, but it delayed moving plants to the area.

Report Completed By: Carson Lord

Date: 2/25/16

For Office Use Only:

Date Received:		Reviewed By:	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to EDAB:	

Tree Frog Nursery 14/15 Grant Final Report

Exhibit C-2: Financial Report
Marion County Oregon Oregon Lottery Economic Development Grant Financial Report
 Please attach proof of expenditures

Company: Tree Frog Nursery, LLC

Project Revenue	Other Funding	Oregon Lottery Grant
Oregon Lottery Economic Development 2014-15 Grant		\$ 3,750.00
Citizens Bank Expansion Loan	\$ 100,000.00	
Nursery revenue	\$ 22,322.00	
Project Revenue Total	\$ 122,322.00	\$ 3,750.00
Project Expenses		
Nursery Containers	\$ 27,897.00	\$ 3,750.00
Drain Tile and components	\$ 18,754.00	
Irrigation components	\$ 5,643.00	
container spacers	\$ 2,003.00	
Pot in pot installation (awaiting invoices)	\$ 8,970.00	
Irrigation valves, control wire and controller (awaiting invoices)	\$ 13,383.00	
Irrigation recycling pond pump, filters and installation	\$ 7,819.00	
Irrigation pond liner	\$ 17,653.00	
Land plane	\$ 1,200.00	
Gravel	\$ 6,600.00	
Pump house and electrical sub-panel	\$ 3,000.00	
Labor	\$ 9,400.00	
Project Expense Total	\$ 122,322.00	\$ 3,750.00
Net +/-	\$ -	\$ -



Finished pot in pot production area with gravel and plants.



Unanticipated Liner for leaking irrigation reservoir.



Full irrigation reservoir.



Detail with electric valve box and spray sticks.

15/16 Business Development Grants

Progress Reports



**MARION COUNTY ECONOMIC DEVELOPMENT LOTTERY GRANT
 2015-16 Project Report**

Project Title: Inventory Tracking System	
Company: Littau Harvester, Inc.	
Project Lead: Kevin Joyce	
Phone: 503-767-2299	Email: kevin@littauharvester.com

Planned Project Completion Date: June 30, 2017.	
Report Type: <input checked="" type="checkbox"/> Progress Report (Due: 10/15/15; 1/15/16; 7/15/16; 1/15/17) <input type="checkbox"/> Final Report (Due: July 15, 2017) <input type="checkbox"/> Grant Financial Report Attached (Required)	
Grant Category: <input type="checkbox"/> Business Recruitment <input checked="" type="checkbox"/> Business Expansion <input type="checkbox"/> Business Retention	
Grant Award Amount: \$8,250	Grant Funds Received YTD:
Planned Match Revenue: \$33,000	Actual Match Revenue YTD:
Planned # of New Jobs Created: 3	New Jobs Created YTD:

1. Brief description of the project: (500 words or less)

Inventory Tracking System – Littau Harvester, Inc. manufactures agricultural equipment for purchase or lease. Littau Harvester, Inc. will purchase and implement an inventory management system to improve the efficiency of tracking inventory and improve the ability to meet market demands.

2. Please provide a brief update on each of the project goals accomplishments to date and any modifications to the original project. Please include photos (if relevant) as part of the final report.

Status of Project Objective #1: Purchase and install Fish Bowl Inventory Management System by September 30, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started
Completed. Copy of check Included.	
Status of Project Objective #2: Increase year over year sales growth by 10%.	<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Not Started
2016 production runs are being established now. In 2016, we are manufacturing 60 harvesters compared to 30 harvesters in 2015.	

Status of Project Objective #3:		<input type="checkbox"/> Complete <input checked="" type="checkbox"/> In Progress <input type="checkbox"/> Not Started
Hire three (3) new full-time, permanent employees; two (2) hired by June 30, 2016, and a third hired by June 30, 2017.		
Engineering department is looking to hire a draftsman and engineer in the next month. Purchased additional work stations for new hires.		

3. Jobs Created – Please complete the following information for each position created.

Position Title	Degree or certification required?	Average pay?	Medical Benefits?	# of positions created?	# of positions filled?

4. Is there any unforeseen challenges or barriers to completing the project as planned? If so, please describe the problem and any identified solutions.

Yes. The engineering software system we currently own does not integrate with the new inventory system. We must upgrade CAD systems from SolidWorks PDM to SolidWorks Enterprises at an estimated cost of \$25,000. The good news is that our estimate for consulting costs will likely be lower than initially estimated.

Report Completed By: Kevin Joyce	Date: 1/15/2016
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For Office Use Only:

Date Received:		Reviewed By:	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to EDAB:	

Exhibit C-2: Financial Report
Marion County Oregon Oregon Lottery Economic Development Grant Financial Report
 Please attach proof of expenditures

Project Revenue	Other Funding	Oregon Lottery Grant
Oregon Lottery Economic Development 2014-15 Grant		\$ -
Project Revenue Total	\$ -	\$ -
Project Expenses		
Item <i>Purchase Fishbowl</i>	<i>2795</i>	
Item <i>Consulting TaraByte</i>	<i>90</i>	
Item		
Item		
Item		
Item		
Item		
Project Expense Total	\$ -	\$ -
Net +/-	\$ -	\$ -



MARION COUNTY ECONOMIC DEVELOPMENT LOTTERY GRANT
2015-16 Project Report

Project Title: Rigado Capability Expansion	
Company: Rigado LLC	
Project Lead: Chris Corrado	
Phone: 971-208-9853	Email: Chris.corrado@rigado.com

Planned Project Completion Date: June 30, 2017.

Report Type: Progress Report (Due: January 15, 2016; July 15, 2016; January 15, 2017)

Final Report (Due: July 15, 2017)

Grant Financial Report Attached (Required)

Grant Category: Business Recruitment Business Expansion Business Retention

Grant Award Amount: \$50,000	Grant Funds Received YTD: 0
Planned Match Revenue: \$174,750	Actual Match Revenue YTD:
Planned # of New Jobs Created: 13	New Jobs Created YTD: 4

1. Brief description of the project: (500 words or less)

Rigado has leased a larger building to accommodate increased capabilities, capacity, and productivity. The project will include building out of a lab space complete with furniture and equipment, and installation of an Object30 Pro, or similar, and a Milling Machine will allow Rigado be bring light manufacturing and part creation in-house; and provide improved and additional services to existing clients while increasing capacity to take on new customers. The project will result in thirteen (13) new jobs by June 30, 2017.

2. Please provide a brief update on each of the project goals accomplishments to date and any modifications to the original project. Please include photos (if relevant) as part of the final report.

Status of Project Objective #1: Purchase and install Object30 Pro, or similar, by August 31, 2015.	<input checked="" type="checkbox"/> Complete <input type="checkbox"/> In Progress <input type="checkbox"/> Not Started
We are still tuning and have a few small things left on the machine, but it is up and functional and we are producing prototypes on the Objet30 now. See photos at the end of this exhibit.	
Status of Project Objective #2: Purchase and install Milling Machine by August 31, 2015.	<input type="checkbox"/> Complete <input type="checkbox"/> In Progress <input checked="" type="checkbox"/> Not Started

We have not have the volume of demand that we have justified this purchase or the employees to manage. We are evaluating if this machine is still a valuable asset to the company. See end of Exhibit for thoughts on better capital expenditure.

Status of Project Objective #3: Hire thirteen (13) new, permanent full-time employees including ten (8) hired by June 30, 2016, and five (5) hired by June 30, 2017. Complete
 In Progress
 Not Started

We have hired 4 new employees to the team as of 12/31/15!

Status of Project Objective #4: Increase production output year over year, as measured by the number of projects secured and completed per year compared to baseline productivity of 39 projects in 2014. Complete
 In Progress
 Not Started

Our total project base for 2015 was 46. We are continuing to build upon that number.

Status of Project Objective #5: Increase in revenue, year over year, compared to 2014. Complete
 In Progress
 Not Started

2015 Revenue was 3.5M which is more than double 2014.

3. Jobs Created – Please complete the following information for each position created.

Position Title	Degree or certification required?	Average pay?	Medical Benefits?	# of positions created?	# of positions filled?
Marketing/Admin Support	BA	\$13/hr	Yes	1	1
Engineering	BA	\$85,000	Yes	3	3

4. Is there any unforeseen challenges or barriers to completing the project as planned? If so, please describe the problem and any identified solutions.

Starting with a huge positive – we were able to purchase the Objet30 Pro \$23,000 off the price and have it installed and shipped multiple production parts off of it! We are still tuning and training staff, but it is going really well!

We have had a slight change in our business model and services we provide. Based on our expertise and talented staff we are being heavily sought after as a Bluetooth Low Energy product design house. We are getting full turnkey projects (including multiple discipline engineering) that start in the prototype phases and goes through production. The Objet30Pro is a great tool for the prototyping, we are trying to fully outfit an anechoic chamber to pre-scan the products we are building for FCC and CE certifications.


We would like to propose allocating the remaining of the Grant funds from the \$50,000 awarded to be able to be used for this anechoic chamber and test equipment to better serve the demands of our customer. This will multiply the number of high paying jobs as we need multiple engineers to be able to design the products and operate this chamber.

If you are amenable to this alteration I am happy to submit more formal details through a letter and/or come in person to talk to the committee. This is a great opportunity for Salem to be known for technology. We have sold Steelcase, Crimson Trace, Stanley Black and Decker, GoPro, Mattel and numerous small businesses on our Bluetooth Low Energy capabilities, this would allow us to keep that pre-certification screening here as well as sell the complete prototype to production services.

Thank you for helping us be able to provide the prototyping and quick turn production of the Object 30 Pro to be able to capture new business and spring board us into complete end-to-end solutions.

Thank you!

Report Completed By:
Chris Corrado



Date: 1/15/2015

For Office Use Only:

Date Received:		Reviewed By:	
Follow Up Needed: <input type="checkbox"/> Yes <input type="checkbox"/> No	Date Completed:	Date Presented to EDAB:	

Exhibit C-2: Financial Report
Marion County Oregon Oregon Lottery Economic Development Grant Financial Report
Please attach proof of expenditures

Project Revenue	Other Funding	Oregon Lottery Grant
Business Development Grant 2015-16 Grant		\$ 50,000.00
Rigado Reserves	\$ 45,000.00	
Project Revenue Total	\$ 45,000.00	\$ 50,000.00
Project Expenses		
Object30 Printer		\$ 16,500.00
Labor to Set-up and tune Objet30	\$ 10,462.50	
Monitors (10 sets)	\$ 3,139.74	
Computer (Lenovo)	\$ 1,998.00	
Test Equipment HP 85650A Quasi Peak Adapter	\$ 3,220.00	
Test Equipment - HP 8566B Spectrum Analyzer	\$ 773.85	
Test Equipment Conical Log Spiral Antenna Model	\$ 266.51	
Test Equipment - AH Systems AH-18G Antenna Kit	\$ 243.24	
Polycomm Phone Setups	\$ 49.97	
SMIQ03B Signal Generation	\$ 7,125.00	Receipt does not show shipping cost
Agilent HP 85024A High Frequency Probe	\$ 615.95	
Altium	\$ 11,247.00	
Item		
Project Expense Total	\$ 39,141.76	\$ 16,500.00
Net +/-	\$ 5,858.24	\$ 33,500.00







Sarah Cavazos - Re: Business Development Grant

From: Chris Corrado <chris.corrado@rigado.com>
To: Sarah Cavazos <scavazos@co.marion.or.us>
Date: 2/5/2016 3:36 PM
Subject: Re: Business Development Grant

Sarah,

Thank you! We acknowledge this and greatly appreciate you allowing us to use the funds to increase our RF capabilities.

Chris Corrado

Chris Corrado

VP of Operations

[971.208.9853](tel:971.208.9853)

www.Rigado.com

3950 Fairview Industrial Dr SE, Suite 100

Salem, Oregon 97302

On Fri, Feb 5, 2016 at 11:30 AM, Sarah Cavazos <scavazos@co.marion.or.us> wrote:

Chris,

Thank you for taking a few minutes from your day to update me on the Rigado Capability Expansion project. As we discussed, we will authorize Rigado to purchase a different type of printer/prototype machine other than the Milling Machine specified in the agreement but under the understanding that:

1. Use of funds is restricted solely for the purchase, shipping, and/or installation of equipment that will contribute to the increase in jobs.
2. Grant funds cannot be used to cover staff costs incurred for installation; however, staff time can be used toward the 3:1 required match.
3. With the change in equipment being purchased, Rigado is still able to comply with the job creation requirements of eight (8) new employees by June 30, 2016 as outlined in the contract under Exhibit A.1. and Exhibit A.6.
4. Expenses incurred for any purchases (combined totals) that exceed the original grant agreement amount of not to exceed \$50,000.00 will not be eligible for reimbursement.
5. Rigado is responsible to fulfill the match requirement of 3:1 private/grant investment.

Please confirm receipt of this email and understanding of the requirements. If you have questions or need further clarification please don't hesitate to contact me.

Sarah Cavazos
Management Analyst
Marion County Community Services
Phone: [\(503\) 589-3234](tel:(503)589-3234)
Fax: [\(503\) 373-4460](tel:(503)373-4460)