

MINUTES
NCWEDD Board of Directors Regular Meeting
February 10, 2016, Chelan City Hall, 135 Johnson Ave, Chelan

BOARD MEMBERS:

Lyle Markhart, City of Wenatchee
Larry Marshall, City of Entiat
George Thornton, City of Oroville
Stacy Luckensmeyer, WVC
Roni Holder-Diefenbach, Economic Alliance
Kurt Danison, multiple entities
Jord Wilson, City of Pateros
Carlene Anders, Mayor, City of Pateros (by phone)
Chris Branch, City of Oroville
Ken Stanton, Douglas County
Jim Huffman, Port of Douglas
Judy Dai, Manson Chamber of Commerce

Janet Wilson, City of Okanogan
Keith Soderstrom, City of Waterville
Janet Conklin, Mayor, City of Bridgeport
Joshua Gilmore, Columbia Valley Community Health
Mark Urdahl, Port of Chelan
Terry Mattson, WSDOT
Lisa Parks, Port of Douglas

NCWEDD STAFF:

Michael Guss, Executive Director
Amy Massey, staff

Chairman Chris Branch called the meeting to order at 9 am, and welcomed everyone.

Presentation on North End Study, East Wenatchee

Lisa Parks, Executive Director of Port of Douglas County presented on the North End development. A market study concluded in 2014; 8 different land uses designated; issues of transportation on Sunset Highway and Hwy 2 interchange exist; projection to create 7,000 jobs including family wage jobs. Commissioner Ken Stanton asks the EDD board to join in a letter of support to include the Hwy 2 interchange in the scope of the project. **MOTION to sign authorize Chris Branch** to sign a letter on behalf of NCWEDD in favor of including the Cascade Interchange in the plan, made by Jim Huffman, seconded by Commissioner Ken Stanton. All in favor. Stacy Luckensmeyer abstained. Motion passes.

Hearing on Reduction of Staff Hours

Amy received a job at Cascade School District. She requests a reduction from 20 hrs to 10 hrs per week. Mr. Guss says this is ok. NCWEDD may have to consider hiring additional staff if budget allows. Chris Branch asks for any comments. Mr. Guss made favorable comments. Chris Branch suggests clarifying the staff reporting policy. **MOTION to approve request of Amy Massey to reduce to 10 hours per week**, made by Commissioner Ken Stanton, Stacy Luckensmeyer seconded. All in favor. Motion passes.

Consent Agenda

Roni offered a correction to the January 9th, 2016 MINUTES to correct the order of the Economic Alliance ranked projects. The correct ranking is 1) Pateros water system 2) Brewster water system 3. Twisp Civic Hall. **MOTION to approve January 9, 2016 minutes, with above correction**, made by Kurt Danison, seconded by Commissioner Ken Stanton. All in favor. Motion passes.

Financial Report

Mr. Guss noted one change from the board packet that was emailed out. The packet available today is corrected. Mr. Guss pointed out overage on mileage and payroll taxes. Some challenges raising match on the Fire Recovery Grant, but are working with Kurt Danison on emerging opportunities. **MOTION to**

approve financial report, made by Mark Urdahl, seconded by George Thornton. All in favor, motion passes.

Rural Business Development Grant

Application to USDA Rural Development due on Feb. 26th. Mr. Guss presented the scope of the projects. George Thornton asked about the issue of selling power. Mr. Guss confirmed it's not a problem if property holder pays the power bill and the power is not resold. Roni Holder-Diefenbach asks about tracking the use. Mr. Guss says part of the grant includes batteries for tracking devices as well as installation, mileage for volunteers. Chris Branch asks about signage for NCWEDD for public relations. Mr. Guss will address that if the grant gets funded. Stacy Luckensmeyer asks about the timeframe. Mr. Guss says the installations can change hands when the value depreciates below \$5,000. NCWEDD is obligated to charge the business owners a lease until that time. **MOTION to authorize an application** to USDA Rural Development for \$16,665 to install charging stations in Rock Island, Tonasket, Oroville and Cashmere and commits \$4000 in local cash funds as well as \$2,000 in current inventory to the project made by Jim Huffman, seconded by Commissioner Ken Stanton. All in favor, motion passes.

Inclusion in a USDA Funding Chapter in the Updated 2016 NCWEDD CEDS

MG introduced the background on the 2014 Farm Bill requiring USDA to spend 10% of its funding on projects that were identified in either a SET Regional Plan or a CEDS. Mr. Guss presented a list of regional projects, amendment to add Entiat back-up well. **MOTION to approve**, with amendment of Entiat back-up well, made by Kurt Danison seconded Janet Conklin. All in favor, motion passes.

Leavenworth Earth Day

Mr. Guss presented that Leavenworth Earth Day (LED) asked NCWEDD to be fiscal agent for the event. NCWEDD would receive either \$400 or 10% of funds raised at the event, so a zero risk. LED will pay for an insurance rider if there is additional cost. Mr. Guss notes that \$2000 from sponsors is allowable cash match under the Partnership Planning Grant. The proposed MOU was included in the board packet. **MOTION to approve NCWEDD being fiscal agent** for the Leavenworth Earth Day made by Commissioner Ken Stanton, seconded by Mark Urdahl. All in favor, motion passes.

Programs and Projects Identification Washington Members of Congress in April 2016

Mr. Guss asks board to establish regional priorities today, and staff will put together talking points to present at next EDD meeting for edit and approval by Board. Board priorities include: The Highway 2 Cascade Interchange; Conconully RV park permit for reopening; FAA regulations for airport; Funding for Pateros water reservoir; Lake Osoyos project. (added by amendment to the motion). **MOTION to accept** this list with addition of Lake Osoyos project, made by Jim Huffman, seconded by Roni. All in favor. Motion passes.

Fire Recovery Grant

Phone conference scheduled for Feb. 18th. Mr. Guss gave an update on the status of the project.

TOTA Marketing Project for www.ROUTE 97.net

Mr. Guss and Chris Branch met with TOTA on the marketing plan for the Route 97.net website. Cost is \$20,000. Mr. Guss asks board how to proceed: Board could delay payment for Chelan-Douglas Trends until next fiscal year ie: staggering payments to allow doing both? Could try to raise \$20K from local sources, use as match for July 1 to access EDA funding for next FY? Could redirect staff reduction savings to this project? Could ask \$3500 from each county? Mr. Guss asks for a decision next month. Roni Holder-Diefenbach suggests Colville Confederated Tribes involvement. Stacy Luckensmeyer asks about long-term budgeting for this annually. Mr. Guss shares that selling of advertising is allowable and part of the long term planning. Chris Branch values the partnership with TOTA. Mr. Guss will invite TOTA to present to the board, if this moves forward. Roni Holder-Diefenbach is willing to speak to businesses along Highway 97. Mr. Guss will report at next board meeting.

ALCOA Working Group

EDD will sponsor an application as long as entities bind contributions to the match. The Working Group is working with Governor Inslee when he visits Wenatchee at the end of the month. Because this is an ongoing process, Michael Guss will not comment further. Mark Urdahl concurred.

EDA Application for Oroville Street Relocation

City of Oroville filed an application for EDA Public Works for \$1.015 million to relocate a street to facilitate expansion of their industrial area. There is \$388,000 in local matching. Should hear from EDA by March. Chris Branch would like to make a presentation to the board in the near future.

Sole Source Justification

EDA rejected the request because it conflicts with CFR 200.321, the Women and Minority Owned Business requirements. However, EDA allowed a small purchase procedure, whereby three vendors are contacted and the lowest responsive bidder selected. Mr. Guss followed this procedure and recommends awarding the contract to EWU as the least responsive bidder because EWU does the website development in house. **MOTION to renew contract with EWU for Chelan-Douglas Trends** and newsletter made by Commissioner Ken Stanton, seconded by Jim Huffman. All in favor, motion passes.

Discussion of Interjurisdiction Issues

Ken Stanton shared about sales tax. Roni Holder-Diefenbach shared on Contracting Workshop in Pateros on Feb. 23rd. Mark Urdahl shared an event tonight at the Port. Roni Holder-Diefenbach shared about the cannabis industry and that Washington State is collecting data that can be viewed at www.502data.com.

Next Meeting

March 9th meeting in Chelan. April 13th meeting in Waterville with tour organized by Keith Soderstrom.

Meeting adjourned by Chairman Branch.

Minutes respectfully submitted by Amy Massey