

INFORMAL WORK SESSION MINUTES
June 25, 2019 1:30 p.m.

Room 32, Courthouse
535 NE Fifth St.

Present: Commissioners Richard L. "Rick" Olson, Mary Starrett and Casey Kulla

Staff: Ken Huffer, Christian Boenisch, Josephine Ko, Carrie Martin, Abisha Stone and Erik Andersson

Guests: Nicole Montesano, News Register

Commissioner Olson called the meeting to order at 1:30 p.m.

A. CALENDAR SESSION: This time is reserved for the review of the commissioner's joint schedule (if needed). There was no calendar session.

B. WORK SESSION: This time is reserved for topics of discussion scheduled for the Commissioners in advance. If a work session is not needed, the balance of the meeting will begin at 1:30 p.m.

1. Work Session – SEDCOR – Abisha Stone / Erik Andersson
 - a. Ms. Stone presented the SEDCOR 5th quarter report (Exhibit A). She noted no new county jobs were created in the 5th quarter and discussed ongoing projects and highlighted marketing flyers directed at businesses seeking to relocate to county communities.
 - b. End of work session

C. INFORMAL SESSION: This time is reserved for briefings, receipt of reports, consultation among commissioners and staff, reports from commissioners on recent actions in the areas of their responsibilities, and other personnel and administrative decisions as appropriate.

1. Department Updates – None.
2. Thursday Formal Session Agenda Review
 - a. Consent Agenda Review (keep or move to non-consent)
 - b. Non-consent Agenda Review (add to consent or leave off)
The consensus of the Board was to move forward items F1 through F26 to Thursday's consent agenda.
3. Executive Session - None

4. Commissioner Updates/Announcements/Discussion:

a. Carpark program update (Casey Kulla)

Mr. Boenisch stated he attended a meeting with Heather Hunter of Champion Team to address challenges and concerns associated with the car comping program. Mr. Huffer noted that areas of risk and liability will need to be discussed further. The consensus of the Board was to direct staff to continue reviewing the program and schedule an Executive Session to discuss findings.

b. County staff time for strategic planning of homelessness (Casey Kulla)

Commissioner Kulla addressed the Board to request selection of a staff member to develop a strategic plan to end homelessness in the county. Commissioner Olson clarified that Mr. Huffer will select staff if the Board directs him to do so. After further discussion, Mr. Huffer stated the outcome of a strategic plan has to be framed sufficiently to seek grant opportunities or to create a strategic plan. It was the consensus of the Board to continue this discussion in conjunction with the carpark program in an Executive Session.

5. Adjourn

Following commissioner updates the meeting adjourned at 2:49 p.m.

Carolina Rook
Secretary

Accepted by Yamhill County
Board of Commissioners on
9/26/19 by Board Order
19-361



**Strategic Economic Development Corporation (SEDCOR)
Quarterly Report to Yamhill County Board of Commissioners**

Contractor: SEDCOR	Contract Amount: \$294,010.00 (2018/19)
Applicable Criteria: Provide economic development services throughout Yamhill County as identified in Agreement for Services, Attachment A	Grant Reporting Period: <input type="checkbox"/> Quarter 1 <input type="checkbox"/> Quarter 2 <input type="checkbox"/> Quarter 3 <input type="checkbox"/> Quarter 4 <input checked="" type="checkbox"/> Quarter 5 <input type="checkbox"/> Quarter 6 <input type="checkbox"/> Quarter 7 <input type="checkbox"/> Quarter 8
Report Completed By:	Anticipated Completion Date: December 31, 2019

This is a cumulative report. After initial submission, each reporting period narrative will be added to previously provided material.

Milestones: If a milestone has been amended, place a "N/A" next to the milestone and mark the amended box. Mark new milestones with an asterisk ("*")

Activities: Provide a brief narrative discussing activities associated with each milestone. If there was no activity during the reporting period, please explain what road blocks the project is experiencing and what is being done to complete the project in a timely fashion.

Report Quarter 1: March

Grant Milestones	Reported Activities	Check if amended <input checked="" type="checkbox"/>
• Hire BRE manager for Yamhill County	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
• Establish SIF guidelines	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
• Number of company visits	Company Visits Q1: <input type="text" value="31"/> YTD: <input type="text" value="31"/>	
• Number of jobs created	Jobs Created Q1: <input type="text" value="0"/> YTD: <input type="text" value="0"/>	
• Amount of investments	Investments Q1: <input type="text" value="0"/> YTD: <input type="text" value="0"/>	
• Number of recruitment projects	Active Projects Q1: <input type="text" value="1"/> Completed Projects: <input type="text" value="0"/>	
• Establish Advisory Committee and meet	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
• Narrative project update	Amendment Note: Yamhill Country awarded SEDCOR the contract in March 2018. SEDCOR presented its Quarter 1 report in June 2018. Yamhill County BRE Manager Abisha Stone was hired in late March and began work on April 9. She has an office in McMinnville and Salem. Abisha has been diligently working to meet the objectives outlined in the Yamhill County contract. She has met with city managers and	

Exhibit "A"

economic development partners in Yamhill County, including The Confederated Tribes of Grand Ronde.

She plans to meet with the Carlton City Manager Dennis Durham in June. He began his new job on May 30.

Throughout Yamhill County, Abisha has met with 31 private business owners to share how the economic development partnership between SEDCOR and Yamhill County can assist traded sector businesses meet their objectives. She currently is working on one recruitment project and several retention projects in Yamhill County.

Abisha and the SEDCOR team have taken an active role in promoting local start-up and workforce development programs, including the Chehalem Valley Innovation Accelerator and by holding a seat on the steering committee for the Chemeketa Works program.

In March, SEDCOR along with Business Oregon attended the Natural Products Expo West in Anaheim, representing Yamhill County and the Mid-Valley region. On May 10, SEDCOR held its first Willamette Valley Oregon Economic Forum, bringing 400 Mid-Valley public and private industry partners together to learn about the current economic climate and the drivers of change. In June, SEDCOR will represent Yamhill County and its regional partners to an international audience at Select USA in Washington, DC.

In the first 90 days of SEDCOR's work in Yamhill County, Abisha has been developing the framework for a Yamhill County Economic Development Advisory Committee. She is working with local economic development partners, county commissioners and partners in Marion County, who are currently working to revise their own board. With a core team identified and a framework outlined, SEDCOR team members will be hosting their first official meeting on June 29 in Newberg.

Beyond the tangible deliverables, Abisha is visiting with local communities to engage in conversations about regional economic development opportunities and is receiving positive feedback about SEDCOR having a BRE manager in Yamhill County to assist traded sector businesses as well as public partners.

Abisha is grateful for the warm welcome she has received from the Yamhill County Commissioners, city officials and businesses.

She looks forward to continue meeting with local leaders and businesses and serving the citizens of Yamhill County.

Report Quarter 2: June 2018

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Yes No

Company Visits Q2: YTD:

Jobs Created Q2: YTD:

Investments Q2: YTD:

Active Projects Q2: Completed Projects:

Amendment Note: The Q2 report is being offered in September to keep consistent with the contract timeline. Additionally, this template labels this period as Q1 in this quadrant, but the data is reflective of Q2.

Business Visits - Abisha has made more than 70 business visits to provide support in their efforts to grow jobs, including wineries, manufacturers and processors. Abisha is working with a company who has recently relocated to Yamhill County and is building a production facility; an existing large manufacturer who is undergoing a significant expansion and will be adding 90 jobs in the next few months, with up to 60 more in the next year (expansion investment to be reported at a later date); and a business owner who has sighted a location for a new build to expand his existing business.

Economic Development Advisory Council (EDAC) - SEDCOR has established a steering committee for the Yamhill County EDAC. Having already met several times, the EDAC members have developed a council and committee structure to achieve its goals. The EDAC is currently in the process of recruiting participation of both the sub-region public partners and the private business community. The group expects for both the council and the grants review committee to be fully established and in service by late fall.

Workforce development - We are participating in a CTEC program partnership in Sheridan between a local manufacturer and the high school. We are supporting the development of a program that will provide hands-on experience and real life application of math and scientific theory.

City of Yamhill - Abisha has partnered with RDI and the city of Yamhill to lead a community development project, beginning with community meetings to be held on Sept. 27 and Oct. 18.

Marketing - SEDCOR continues to support businesses by marketing their work on social media and in print form. A.R.E/Tiger Manufacturing were featured in both the newsletter and the Fall Enterprise Magazine. Yamhill's 175th anniversary event was promoted on the SEDCOR website and Facebook page, and several businesses are highlighted in the widely distributed annual report. SEDCOR is also investing in website

redevelopment as a part of its larger marketing strategy for the region. This work, in concert with the implementation of its new CRM system, will give SEDCOR the ability to support the region's recruitment marketing needs.

Report Quarter 3: September 2018

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Company Visits Q3: YTD:

Jobs Created Q3: YTD:

Investments Q3: YTD:

Active Projects Q3: Completed Projects:

Amendment Note: The Q3 report is being presented in December to keep consistent with the contract timeline. Additionally, this template labels this period as Q1 in this quadrant but the data is reflective of Q3.

SEDCOR Yamhill County BR&E Manager Abisha Stone would like to introduce President Erik Andersson to the commissioners. Erik began working at SEDCOR in November.

This quarter, Abisha made thirty business visits, providing support on projects such as the development of waste water treatment systems, supply chain management and workforce development. She is currently providing support to a large company that recently expanded to a new location outside of Dundee and is supporting a recruitment project in Newberg.

EDAC - The Economic Development Advisory Council held its first meeting on Nov. 27, 2018. We are still recruiting business partners and plan to meet monthly while the Grants Review Committee is building the grant review program, at which time, they will begin meeting quarterly. The EDAC is tasked with developing a collaborative approach to developing economic capacity throughout the county, through partnership, education, advocacy and by translating opportunity into action.

Professional Development - Abisha was recently accepted into the REAL Oregon statewide agricultural leadership program where she is representing Yamhill County and the Mid-Valley, while expanding her knowledge about natural resources and agriculture in Oregon.

Opportunity Zone training - SEDCOR co-hosted with the Confederate Tribes of Grand Ronde. Held in Grand Ronde on Nov. 28, 2018. The training was aimed at educating local leaders and EcDev practitioners on the benefits of the program so that they could better partner with investors on projects that meet the needs of their communities.

Report Quarter 4: March 2019

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Company Visits Q4: **25** YTD: **128**
 Jobs Created Q4: **5** YTD: **95**
 Investments Q4: **1.2mm** YTD: **3.4mm**
 Active Projects Q4: **2** Completed Projects: **0**

This quarter, SEDCOR's Yamhill County BRE Manager, Abisha Stone, made 25 business visits and hosted numerous educational and networking events focused on our traded sector industries. We have a few projects underway in the region and are continuing to work with businesses regarding regulatory concerns and providing support for retention and expansion efforts.

As discussed during the Q3 report-out, Abisha has prepared a more detailed narrative summarizing this year's activities in the attachment titled, SEDCOR Annual Report.

Report Quarter 5: June 2019

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Company Visits Q5: **23** YTD: **151**
 Jobs Created Q5: **0** YTD: **95**
 Investments Q5: **0** YTD: **3.4mm**
 Active Projects Q5: **2** Completed Projects: **0**

This quarter, the Yamhill County BRE Manager, Abisha Stone, made 23 company visits with local businesses. We did not see any additional investments or jobs created this quarter. Please note that the year to date numbers reflect our work from the beginning of the SEDCOR contract period and not the beginning of the year.

We currently have two recruitment projects in motion, one of which is sighting a location in Willamina, the other is an international food company looking to set up a west coast production facility and is focusing on the Mid-Willamette Valley. We will be touring suitable locations with them in July.

This quarter SEDCOR also hosted an industry roundtable focused on DEQ regulation for wastewater management, and partnered with Business Oregon, the Department of Commerce and Oregon Department of Ag to host an export and international trade training at Chemeketa's Yamhill campus. We also continue to host the monthly Yamhill County EcDev practitioners meeting where we discuss significant issues facing us in the county and work with our statewide partners at Business Oregon, the COG and Regional Solutions, to identify real solutions.

As you may recall, last year SEDCOR, SBDC and MEDP jointly wrote for a grant to provide for a Venture Catalyst position in the Mid-Valley. We were awarded that grant and partnered with the Oregon Entrepreneurs Network to develop and structure the position. In early June we hired the Mid-Valley Venture Catalyst who will now begin working to directly support entrepreneurs in our region. We have seen examples of success with this approach in Central and Southern Oregon and are very excited to have this resource for as we build an “entrepreneurial ecosystem” for the region. Through our partnerships with the Oregon Entrepreneurs Network and the Oregon Technology Business Center, we are building resources for young, growing businesses by offering programs such as the Virtual Incubator Program and TechStars Start-Up Weekend.

The county grant program continues to attract applicants and the final deadline for submissions is June 30th. So far we have received many inquiries for projects such as workforce development projects, distillery startups, an environmentally friendly exhaust system for a coffee roaster, an equine therapy program, a downtown multi-use market facility, and employment related mediation services – to name just a few. We are very excited about the interest expressed in the grant program. Our next step will be to engage the Grants Review Subcommittee of the EDAC to provide review and recommendation to the BOC.

We also shared a marketing update last quarter wherein we referenced work we are doing to support the marketing efforts of the individual communities in Yamhill County. Please find the attached example of a city-county flyer that was created for the City of Willamina. These flyers are used when new businesses approach city staff, seeking information about relocating to their area. We are currently working with the smaller communities that do not have the staff or resources to build their own marketing materials. SEDCOR’s Marketing and Communication Manager has also been working closely with Carrie Martin to update and maintain the Grow Yamhill website.

Lastly, we wanted to provide a brief update on the EDAC. The group met again recently and discussed how to approach strategic planning for the county. We discussed how and when to start this work and wrestled with what the process should look like. This group understands the amount of work that goes into developing a county-wide economic development plan and wants to make sure that the process honors and enhances each individual community. We are also looking to identify additional resources to support this work. We were not awarded the USDA REDI grant so we will continue to seek additional funding as well.

Report Quarter 6: September 2019

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Company Visits Q6: YTD:
Jobs Created Q6: YTD:
Investments Q6: YTD:
Active Projects Q6: Completed Projects:
Enter text here

Report Quarter 7: December 2019

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Company Visits Q7: YTD:
Jobs Created Q7: YTD:
Investments Q7: YTD:
Active Projects Q7: Completed Projects:
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Report Quarter 8: March 2020

Grant Milestones

Reported Activities

Check if amended

- Number of company visits
- Number of jobs created
- Amount of investments
- Number of recruitment projects
- Narrative project update

Company Visits Q8: YTD:

Jobs Created Q8: YTD:

Investments Q8: YTD:

Active Projects Q8: Completed Projects:

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By submitting this report you certify it is true and accurate

Certified by:

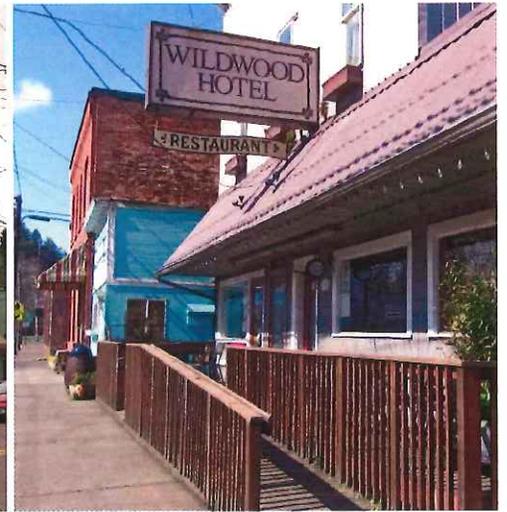
Submitted Date:

Reviewed by:

Date:

CITY OF WILLAMINA

Yamhill County, Oregon



LOCATION

- 35 minutes from Salem and the Oregon Coast
- 1 hour from Portland Metro Area
- 1 hour, 30 minutes to the Portland Airport
- 25 minutes from McMinnville
- Nearby many Oregon wineries
- 7 miles from the Spirit Mountain Casino

WILLAMINA BUSINESSES

Brian O'Neil Construction	Simply Restored
Chris Scholten Construction	Skyberg's Hardware
Coyote Joe's Restaurant	Slow Train Coffee
EXP Realty	Walsh Trucking
Hampton Lumber – Willamina Mill	Western Yamhill Medical Center
Hofenbredl Realty LLC	Wildwood Café & Hotel
Odd Fellows Pizza	Willamina Merchants

Founded: 1879

Population: 2,200 (2017)

Medium Household Income: \$50,174

Average Home Price: \$194,000

Education: 88 percent with a high school diploma or higher

Major Employers: Hampton Lumber, Willamina School District, Walsh Trucking

Available Economic Incentives: Urban Renewal, Opportunity Zones and fast tract permitting, Workforce training.

Contact: Willamina City Manager Kenna West
411 NE "C" St., Willamina, Oregon
503-876-2242
westk@ci.willamina.or.us

PROMOTING FAMILY, ECONOMIC GROWTH AND CITIZEN INVOLVEMENT

Newcomers and old-timers along with entrepreneurs and established businesses proudly call Willamina their home.

Working together, community members share a common goal of establishing Willamina as a place where everyone can set their own unique course.

"Willamina is filled with people willing to help one another, work cooperatively to make the community more livable, and provide a solution when a need arises," Willamina School District Superintendent Carrie Zimbrick said.



Known as a timber town that tradition continues with Hampton Lumber Mills serving as a cornerstone of Willamina's economy. Many of Willamina's businesses are family-owned and operated from organic farms and art galleries to quaint shops and restaurants. Sisters Meredith Kendall and Katie Vinson co-own the Wildwood Café and Hotel along with each sister owning other businesses.

"Willamina is authentic in a way that is becoming hard to find," Meredith Kendall shared, adding she has lived in many places and traveled a great deal. "Willamina really is an awesome place with great things happening here."

Volunteering and philanthropy are Willamina traditions, whether it's lending a hand at a community event such as the annual Fourth of July celebration or being a member of a civic organization such as the chamber of commerce or Kiwanis club.



Willamina City Manager Kenna West shared from being a 10 gig city to a speedy process and low development fees that the town eager to welcome new businesses.

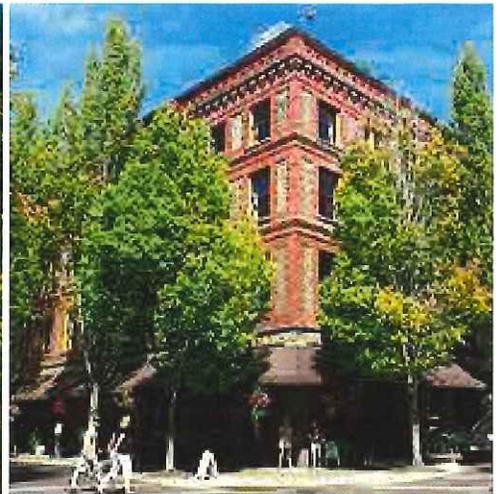
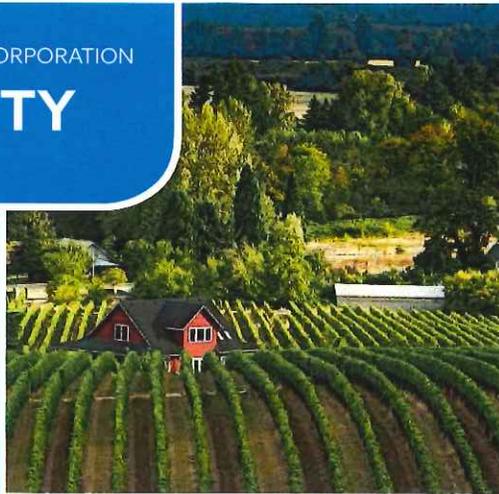
"There is an experienced and educated workforce and people who have a vision for what's possible in Willamina," West said.

It's rich history and promising future make Willamina the place for those eager to set their own course.

STRATEGIC ECONOMIC DEVELOPMENT CORPORATION

YAMHILL COUNTY

Mid-Willamette Valley, Oregon



YAMHILL COUNTY QUICK FACTS

- Population (2017):** 107,415
- Median age (2016):** 38.1 years
- Ethnic minorities (2018):** 16% Hispanic
- Poverty rate:** 11%
- Education level (2017):**
 - 88.3% completed high school
 - 25.4 percent with a bachelor's degree or higher, percent of persons age 25 years and older
- Unemployment (2019):**
 - Yamhill County: 3.7% (Feb. 2019)
 - State of Oregon, 4.4 (Feb. 2019)
- Average annual wage (2017):** \$35,187
- Median household income:** \$58,392

Sources include:
US Census July 2018, Oregon Employment Department

SEDCOR'S MISSION

SEDCOR is a nonprofit organization of business and community leaders dedicated to the economic vitality of Marion, Polk and Yamhill counties in Oregon's Mid-Willamette Valley. SEDCOR's mission is to leverage the strength of its public and private partnerships to successfully retain, grow and attract high value jobs and capital investments, while providing members services to support the region's business success.

INDUSTRY

EMPLOYMENT

TOTAL WAGES

INDUSTRY	EMPLOYMENT	TOTAL WAGES
Total all ownerships	35,426	\$ 1,436,577,510
Total private coverage	30,876	\$ 1,224,165,596
Natural resources & mining	3,450	\$ 122,780,766
Construction	1,930	\$ 90,598,448
Manufacturing	6,530	\$ 330,758,630
Wholesale trade	639	\$ 37,954,186
Retail trade (44 - 45)	3,691	\$ 108,208,651
Transportation, warehousing & utilities	507	\$ 19,516,676
Information	210	\$ 10,960,893
Financial activities	975	\$ 50,865,766
Professional & business services	1,950	\$ 88,462,951
Educational services	1,509	\$ 65,930,436
Health care & social assistance	4,465	\$ 196,665,169
Leisure & hospitality	3,573	\$ 69,321,664
Other services	1,447	\$ 31,994,968
Government	4,550	\$ 212,411,914



If you are interested in learning how SEDOR can assist your business to grow, email us at info@sedcor.com or call 503-588-6225

626 High Street NE, Suite 200, Salem, OR 97301
www.sedcor.com

SEDCOR: Meeting the needs of businesses in Marion, Polk and Yamhill counties

Strategic Economic Development Corporation is the lead economic development agency for Oregon's Mid-Willamette Valley. The 450-plus member nonprofit organization leverages strong public and private partnerships to successfully retain, grow and attract high value jobs and capital investments.

In 2018, SEDCOR played a pivotal role in bring \$151 million in capital investments to Oregon's Mid-Willamette Valley, creating or retaining more than 697 jobs.

Exhibit "A"