



**Combined Meeting
ColPac EDD & NOEA**
Thursday, February 13, 2025
10:00a – 12:00p

Bay City Community Hall
5535 B Street, Bay City OR

[Zoom Link](#)
Meeting ID: 823 2268 7995
Passcode: 664765

10:00a	1. Welcome and Introductions		
10:05a	2. NOEA Business Meeting a. December 12, 2024 Minutes		Casey Garrett
10:05a	3. ColPac Business a. December 12, 2024 Minutes b. Review Financials c. Nominations Committee: ColPac Executive Committee NOEA Board of Directors	✓	Casey Garrett Sarah Lu Heath
10:30a	4. Operational Update		Espen Swanson Sarah Lu Heath
11:00a	5. Executive Director Transition		Casey Garrett
11:20a	6. OEDD Rural Capacity Legislative Request		Taylor Sarman
11:40a	7. FEMA BiOp Update		Michael Desmond All
11:50a	8. Roundtable Updates		All

Next Combined Meeting: April 10, 2025
Clatsop County, location TBD

Attachments:

- 1) Meeting Minutes
- 2) Financial Statements & Memo
- 3) Nominations Committee Memo
- 4) Operational Update



**Combined Meeting
ColPac EDD & NW Oregon Economic
Alliance Thursday, December 12, 2024**

10:00 am—1:00 pm

Columbia County

251 St Helens St, St Helens, OR 97051

Join Zoom Meeting

[https://us02web.zoom.us/j/82322687](https://us02web.zoom.us/j/82322687995)

995 Meeting ID: 823 2268 7995

Passcode: 664765

10:00a	1. Welcome & Introductions	Casey Garrett
10:05a	2. NOEA Business Meeting a. October 10, 2024 Meeting Minutes	Casey Garrett <i>Action Item</i>
10:10a	3. ColPac Business a. October 10, 2024 Minutes b. Review FY24 Financials c. Operational Update	Casey Garrett Sarah Lu Heath <i>Action Item</i>
10:50a	4. ColPac Update a. Annual CEDS Update	Sarah Lu Heath
11:20a	5. Housing a. CPACE	Sarah Lu Heath Lydia Ivanovic
11:40p	7. FEMA BiOp Discussion & Lunch	Sarah Lu Heath All
11:50p	8. Member Updates Roundtable	All

Next Meeting

February 13, 2025

Tillamook County, Location TBD

Attachments

- 1) Col-Pac/NOEA October 2023 Meeting Minutes
- 2) Financial Statements & Memo
- 3) CPACE Presentation

Columbia Pacific Economic Development District Board of

Directors

Meeting Minutes from December 12, 2024

In-Person Meeting

Attendees

<p><i>Attending Directors Noted with an Asterisk:</i></p> <p>Don Bohn* Michele Bradley* Peter Brandom* Aaron Burris* Sean Clark* Andy Davis* Heather DeSart* Brian Fawcett* Patty Hawkins Jarrod Hogue Tony Hyde* Will Isom Paul Jarrell* Betsy Johnson* Scott Jorgensen*</p>	<p>Mark Kujala* Marsha Kirk* Paul Langer* Sierra Lauder* Kevin Leahy* Chelsey Lynne* David McCall* Paul Mitchell* John Nygaard* Doug Olson* Melanie Olson Bruce St. Denis* Leon Telesmanich* Andy Varner Paul Vogel* John Walsh* Liane Welch* Jerry Wiley * Jeff Wong Steve Wright* Claudia Yakos*</p>
<p>Guests:</p> <p>Sarah Absher, Tillamook County Jolynn Becker, City of Banks Jay Blake, Clatsop County Tom Connaughton Terre Cooper, Tillamook EDC Caroline Crisp, ODOT John Donovan, Oregon Solutions Logan Garner, NW Oregon Works Melyssa Graper, ODEQ Sarah Lu Heath, ColPac Staff Gail Henrikson, Clatsop County</p>	<p>Lydia Ivanovic, ColPac Staff Bill Jablonski, ODOT Jason Moon, Columba County SBDC Margaret Magruder, Columbia County Commission Melanie Olson, Business Oregon</p>

AGENDA ITEM 1 – Welcome & Introductions

- In absence of Commissioner Casey Garrett on account of illness, Commissioner Jerry Wiley brought the meeting to order and welcomed those in attendance. Including a round of introductions of those in attendance online and in person. Commissioner Jerry Wiley invited Commissioner Margaret McGruder to provide a background of the John Gumm Building.

AGENDA ITEM 2 – NOEA Business

October 10, 2024 Meeting Minutes - Approved unanimously as amended with the note from Liane Welch that the spelling of PICUM needs to be modified to be spelled PICM as well as the forgivable financing being enabled by the Infrastructure Finance Authority and not the Port of Tillamook Bay. Unanimous approval.

- Motion to approve: Steve Wright
- Seconded: Liane Welch
- Passed unanimously

AGENDA ITEM 3 – ColPac Business

Review of FY24 Financials – Sarah Lu Heath presented FY 2024 financials noting that the team has worked with Elite Accounting extensively to review attributions and deposits for the last two fiscal years. Corrections and clarifications have been made to the chart of accounts, improving project tracking and loan servicing. Interest was previously categorized incorrectly, which caused a discrepancy between the updated external processes and what was in QuickBooks. All bank accounts have been reconciled apart from the NOEA account because it's associated with a distinct bank from other programs.

Sarah Lu Heath Presented Statement of Financial Position, going through all current programs (noted as assets). Sarah Lu Heath noted that the OBBD CLLLR account appears as a draw on our account because of the structure.

- Steve Wright commented that money market accounts have some advantageous interest accruals which the CLLLR could benefit from. Sarah Lu Heath noted that those funds are uniquely restricted as opposed to our USDA loan funds.

Sarah Lu Heath presented reconciled accounts for the Budget vs. Actuals going into FY2025. Reflects budget passed in September and what has already been drawn down. Sarah Lu Heath notes that line 6704 represents the shared costs with CET. FY 2025 will include the start of many program disbursement requests and exhibit greater cash flow.

Sarah Lu Heath asks if there are any questions from online attendees; Betsy Johnson

recognized that the new financials as presented are a refreshing improvements and should be recognized for her efforts to reconcile the state of financials. Sarah Lu Heath noted the notices that ColPac received from the IRS for outstanding penalties. Commissioner Jerry Willey will assist Sarah Lu Heath in submitting a letter to the IRS requesting forgiveness for these delayed taxes.

Commissioner Jerry Willey noted the modifications made to the financials and explained how the delay in filing the I-990 2022 caused a substantial \$48,000 penalty fee. He feels confident that the fee can be waived, but suspects that an additional penalty letter will be delivered for the delinquent FY2023 I-990. Commissioner Willey recognized the great efforts Sarah Lu Heath has made to prepare professional grade financials.

Acceptance of financials

Motion to accept: Paul Langner

Seconded: Tony Hyde

Unanimous approval of motion

Operational Update – Sarah Lu Heath notes that ColPac has moved into a new office in the John Gumm Building where the December board meeting is taking place. Sarah Lu Heath noted that the process of staff going out for health insurance on the private market is highly inefficient and expensive. She has reached out to fellow OEDD members for solutions that don't require staff to pursue costly individual plans

AGENDA ITEM 4 – ColPac Update

Annual CEDS Update – presentation by Sarah Lu the status and progress of CEDS initiatives. During the presentation of the SWOT exercise, the board responded with comments and possible amendments:

- Kevin Leahy noted that the healthcare industry share of employment, specifically at hospitals, should be reflected in the demographic Data. Sarah Lu notes the continued inclusion of this sector in the analysis of emerging clusters.
- Liane Welch added to this comment noting the rising cost of elder care, especially assisted living, along the coast. She also noted the number advantageous institutions in the region that are working on large scale projects including broadband deployment and the work of underwater cable development.
- David McCall noted that energy redundancy isn't called out for electricity or fuel in the region. He also shared with the group OED's program to support Climate Resiliency Planning in communities. Highlighted that communities' don't have increasing revenues from residents and therefore don't have needed resources to make public system improvements.
- Andy Davis suggested that the proximity to scenic resources and recreation for residents as well as tourists should be highlighted.
- Melanie Olson highlighted the abundance of clean drinking water supply in the ColPac region as well as the volume of available industrial lands, namely at the

Ports that have construction-ready sites and existing infrastructure to support development.

- Paul Vogel noted that the air and freight infrastructure in the region is not being fully leveraged to spur development. Additionally, large industrial development needs to be supported by green energy, namely carbon-neutral transmission. This lack of redundancy and sustainability is a regional weakness. Tony Hyde agreed with this saying there needs to be greater emphasis on the lack of redundant energy (electricity) supply.
- Paul Langner noted that topography should be viewed as a weakness or division but just a natural fact of the region.
- Steve Wright made the distinction that failing infrastructure is not the same as under capacity.
- Paul Mitchell highlighted the limited workforce or skilled laborers also further compounded by the lack of livable wages.

AGENDA ITEM 5 – Housing Update: CPACE

Presentation made by Lydia Ivanovic on the implementation of the Commercial Property Assessed Clean Energy Program across ColPac counties.

- Staff from Tillamook Estuaries Partnership inquired whether as a non-profit could leverage program to build out new estuaries center. The team will continue to investigate the possibility of leveraging CPACE financing for non-profit, educational centers but believe this would be possible.
- Marsha Kirk noted the project presentation that Tony Hyde was mentioning is a school district in need of rehabilitation. She asked whether a school district could participate in the Program. Sarah Lu Heath responded that she and Lydia Ivanovic would look into this structure.
- Paul Mitchell expressed he was skeptical that developers would take on a subordinate position in the structure of these deals.

Mayor Wright asked what was needed to move to the project forward. Sarah Lu Heath is seeking a motion to implement the program from the board.

Motion: Steve Wright

Second: Tony Hyde

Unanimous approval of motion to implement.

AGENDA ITEM 6 – FEMA BiOp Update

- Sarah Lu Heath updated the board on the current initiatives surrounding the FEMA BiOp, including:

Oregonians for Floodplain Protection are moving forward with litigation. Sarah Lu asked about the cities/counties' decisions around their PICM selection.

Betsy Johnson joined the board of Oregonians for Floodplain Protection and they are breaking into sub group including lobbying and litigation. Planning to send out membership documentation requesting financial support. Tony Hyde has also joined the board.

Doug Olson shared that Tillamook County sent a letter rejecting the three pathways as presented. FEMA representatives acknowledged the letter that was sent. The county was advised by legal counsel not to respond to the FEMA's response letter. The county is seeking a legal solution in court although encouraging a state-wide legal solution.

Sarah Absher questions the status of reaching congressional staff and concerns about the cavalier approach that staff is having on the economics of the current status. Sarah Lu Heath responded that she will re-engage with policy staff to present the numbers and prime the conversation for litigation.

Steve Wright represented the coast mayor association and conducted a survey regarding the PICM pathways, and the biggest focus right now is the possible inclusion in the litigation measures.

Paul Mitchell notes that Warrenton is very similar, the city has selected the case-by-case basis but not planning to implement anything until the July deadline

AGENDA ITEM 5 – Roundtable Updates

Holly provided updates on the broadband action team in Columbia County working towards federally funded broadband programs.

Jarrold Hogue highlighted the success of the Clatsop SBDC 47 business starts in the summer with 30 internships started in the Clatsop program.

Michele Bradley updated the construction start of the Amazon hub and distribution center that will be located at the Port of Tillamook Bay.

Steve Wright provided updates on year-end business including \$500k forgivable loan to finance water infrastructure, including financing to purchase more of the city's watershed. Starting in the new year, the City will update the strategic plan which includes the improvement of 37 miles of roads in Seaside.

Liane Welch announced that the City of Bay City has been working on getting fish passage DEQ \$300,000 fish crossings at Patterson creek. Local residents saw chum and salmon in the waters.

Marsha Kirk shared that the bond passed to replace the high school, but the community is in turmoil as to whether keep the union high school which remains vacant due to a pipe busting. The cost to seismically retro fit could cost upwards of \$8M with a complete demolition costing slightly less.

John Walsh updated the board about the waterfront redevelopment in which two phases are wrapping up. The papermill has plans to get the plant up and running again and hire additional workers.

Melanie Olson shared the following update via the zoom chat:

Business Oregon proposed a complete agency budget of \$2.02 billion in total funds for the 2025-27 biennium. The Governor's budget for Business Oregon is \$2.08 billion total funds. Some key investments proposed include:

- \$100 million Lottery Bonds for the Housing Infrastructure Fund.
- \$69.4 million in Lottery Bonds and Lottery Funds for port related programs.
- \$15 million Lottery Bonds for Brownfields
- \$10 million Lottery Bonds for the development of an Industrial Site Loan Fund.
- \$60 million in Lottery Bonds to recapitalize the Special Public Works Fund (SPWF), including \$50 million for critical public works and regional infrastructure needs and \$10 million for the Levee

Grant program.

- \$30 million in Lottery Bonds to for the Child Care Infrastructure Fund.
- \$150 million for seismic retrofitting of emergency services buildings and schools.

Commissioner Jerry Willey announces adjournment of the virtual and in person meeting at 1pm.

Casey Garrett, ColPac Board President

Casey Garrett, NOEA Board Chair

Drafted: Sarah Lu Heath, Interim Executive Director
Recorded: Lydia Ivanovic, Programs Manager

Columbia Pacific EDD
Statement of Financial Position
As of February 7, 2025

	Total
ASSETS	
General Fund	261,875.89
NOEA	25,390.35
USDA RLF	60,543.02
USDA RBEG	335,102.88
BUSINESS OREGON CLLLR Money Market	400,120.27
EPA RLF	50,550.60
Total Bank Accounts	\$ 1,133,583.01
Total Accounts Receivable	\$ 166,324.79
Other Current Assets	
1204 USDA RLF Loan Interest Receivable	6,725.11
1205 USDA RBEG Loan Interest Receivable	17,332.63
Total 1300 USDA RLF	\$ 20,831.98
Total 1330 USDA RBEG	\$ 307,328.66
Fixed Assets	
1600 Other fixed assets	5,436.00
1699 Accumulated Depreciation	-5,436.00
Total Fixed Assets	\$ 0.00
TOTAL ASSETS	\$ 1,669,400.13
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable (A/P)	0.00
Total Accounts Payable	\$ 0.00
Credit Cards	
2050 Wauna CC 3767	-637.32
Total Credit Cards	-\$ 637.32
Other Current Liabilities	
2600 Amortized RLF Int Rec	6,833.86
2601 Amortized RBEG Int Rec	21,438.80
Total Other Current Liabilities	\$ 28,747.53
Total Current Liabilities	\$ 28,110.21
Long-Term Liabilities	
2300 Business Oregon CLLLR	400,000.00
Total Long-Term Liabilities	\$ 400,000.00
Total Liabilities	\$ 428,110.21
Equity	
5998 Retained Earnings	1,227,301.36

5999 Opening Balance Equity		17,549.18
Net Revenue		-3,560.62
Total Equity	\$	1,241,289.92
TOTAL LIABILITIES AND EQUITY	\$	1,669,400.13

Friday, Feb 07, 2025 03:21:28 PM GMT-8 - Accrual Basis

Columbia Pacific EDD

Budget vs. Actuals: Budget_FY25_P&L - FY25 P&L

October 2024 - January 2026

	Total		
	Actual	Budget	% of Budget
Revenue			
6000 PROGRAM SERVICES Funds Received			
6002 RBEG Funds Received	0.00		
6003 EPA Brownfield RLF Funds Received		2,500.00	0.00%
Total 6100 CDBG Funds Received	\$ 8,120.60	\$ 54,645.00	14.86%
6108 PIERS Highland Estate		60,000.00	0.00%
6300 Brownfields Program Funds Received			
6302 EPA Clatsop Brownfield Admin Funds Received	2,327.50		
Total 6300 Brownfields Program Funds Received	\$ 2,327.50	\$ 0.00	
6600 Special Projects Program Funds Received/Loan Management		0.00	
6601 NWOTA Funds Received	4,122.50	24,000.00	17.18%
6602 NOEA Funds Received		29,000.00	0.00%
6605 Misc Special Projects Funds Received	807.50	0.00	
6670 Financeing/Loans Mgmt		40,000.00	0.00%
6671 HB3395 Infra/Housing Coordination	200,000.00	200,000.00	100.00%
6672 Mass Timber		18,107.00	0.00%
6673 Integrated Planning Grant		10,150.00	0.00%
6674 Blue Economy Funds Received	33,000.00	33,000.00	100.00%
6676 Columbia County Rider		9,000.00	0.00%
Total 6600 Special Projects Program Funds Received/Loan Management	\$ 237,930.00	\$ 363,257.00	65.50%
Total 6000 PROGRAM SERVICES Funds Received	\$ 378,568.79	\$ 485,902.00	77.91%
6900 GENERAL FUND REVENUES			
6905 Grant Management Fees	2,636.25	0.00	
6910 Interest Income	2,003.55	850.00	235.71%
6920 Membership Dues		18,750.00	0.00%
6940 EDA PP		75,000.00	0.00%
Total 6900 GENERAL FUND REVENUES	\$ 4,639.80	\$ 94,600.00	4.90%
Total Revenue	\$ 383,208.59	\$ 580,502.00	66.01%
Gross Profit	\$ 383,208.59	\$ 580,502.00	66.01%
Expenditures			
Total 7000 PROGRAM SERVICES Funds Disbursed	\$ 1,248.16	\$ 0.00	
7002 Wages and Salaries			
Wages	28,624.98		
Total 7002 Wages and Salaries	\$ 28,624.98	\$ 0.00	
7003 Wages and Salaries			
Payroll Taxes	2,324.12		



Memo Regarding ColPac Nominating Committee

From: Sarah Lu Heath, Interim Director

To: Board of Directors for ColPac and NOEA

February 4, 2025

The goals of the Nominating Committee are to:

- 1) Provide a slate of recommendations for ColPac's Executive Committee
- 2) Provide a slate of recommendations for NOEA's open directorships
- 3) Provide a recommendation for ColPac Board Liaison to the Loan Administration Board

To ensure the Board President, Vice President, Treasurer, and At-Large Officer positions remain filled, a Nominating Committee is sought to propose a slate of candidates for board approval.

According to ColPac's bylaws,

The President shall appoint, subject to approval by the Board of Directors, a Nominating Committee of four Directors to recommend a slate of officers.

The President shall designate a chair of the Nominating Committee.

Nominating Committee shall present a slate of candidates to serve as ColPac's Executive Committee at the April 10, 2025 meeting. The full board will discuss and approve executive committee members.

Proposed slate of officers:

- shall geographically represent four counties within ColPac.
- shall be voting members of the Board.
- shall have agreed to accept the responsibility of office.

Additionally, we need to address the NOEA board of directors. On the below chart, all 'Examples Given' demonstrate the position held by the previous representative.

Per NOEA's bylaws,

- The governing body of the Board shall consist of nine (9) members.
- Each county shall each appoint three (3) people plus one alternate to the Board.
- Each County shall undertake their best efforts to select appointees that represent the *private business sector, rural interests, and local government*.
- Each member's term shall last two (2) years. Alternate appointees shall serve a two year term on the Board.



- An executive committee should also be appointed. Chair Garrett is placed, a vice-chair and secretary/treasurer are required.

Clatsop County	Tillamook County
Clatsop County Board of Commissioners, required	Tillamook County Board of Commissioners, required
Frank Spence Port of Astoria Commission	EG: City of Tillamook
EG: Astoria City Council	EG: Port Representative
Alt: Kevin Leahy Clatsop Economic Development Resources (CEDR)	Alt: Business Owner or EDC
Columbia County	NOEA Staff
Casey Garrett Columbia County Commission	Sarah Lu Heath (NOEA Director) NW Oregon Economic Alliance
EG: Business Owner	
EG: St Helens City Council	Business Oregon Development Officer Melanie Olson
Alt: Paul Vogel Columbia Economic Team	

**ColPac/NOEA Operational Update
February 2025**

	Audit	990	CT-12
FY22	Complete upon my arrival; submitted to EDA.	Completed final 60% of work; submitted and accepted. Certified mailed penalty removal request Jan 31.	Completed; We have written extension from DOJ to Jan 31. Hand delivered Jan 30.
FY23	Awaiting prep list from Dougal Conradie.	Submitted and accepted, January 30.	Certified mail, January 31.
FY24	This will catch us up to a normal schedule of audits and taxes.	Extension filed.	Extension filed.

Existing Programs Reimbursement Status

No Affect	Should be Okay	Somewhat Concerned
NWACT	CDBG (x3)	EPA Brownfield Application
NWOTA	EDA Partner Plan, RLF	
HB3395 Housing	Existing EPA Brownfields	
Biz Or IPG		

FY26 Pipeline:

- Tillamook County Housing Fund
- EPA Brownfield Coalition Grant Application
- CDBG: Rainier Wastewater, Nehalem Food Bank
- Ongoing: NWACT & NWOTA, EDA RLF, EPA RLF, EDA Partnership Planning, HB3395 Housing Funding (ends July 2026)

CEDS Implementation:

- Blue Economy Strategy
 - Working Waterfront Coalition
 - Oregon Ocean Innovation Hub
- Economic Development Strategies for Small Jurisdictions funded by The Ford Family Foundation in partnership with Competinomics
 - Downtowns and Central Business Districts funding by Oregon SHPO or the National Trust
- Regional Housing Fund, match funded by Ford Family Foundation, Oregon Community Foundation, or the SF Fed

- Housing Infrastructure Planning Grant – Columbia, Clatsop, Tillamook projects
 - Deer Island / Tide Creek community water system feasibility study
 - Downtown Astoria Housing Infrastructure & Parking Plan
 - Awaiting Tillamook County confirmation

- Rural Capacity Services for NW Oregon, funded by HB3104, an Oregon match to EDA Partnership Planning funds

- Regional Energy Demand Forecast, Transmission, and Generation Road Map funded by the Energy Trust in partnership with CET and others

- Regional Disaster & Resiliency Coordination