



DOUGLAS COUNTY INDUSTRIAL DEVELOPMENT BOARD

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Douglas County Industrial Development Board (DCIDB)

Meeting Minutes

January 18, 2011

10:30

Roseburg Public Safety Building

Umpqua Room

Roseburg, OR 97470

Welcome

Norm Gershon called the meeting to order and welcomed everyone to the first IDB meeting of 2011.

IDB Board members introduced themselves. Please refer to Attachment A for the list of members that attended the meeting.

New Business

A. Approval of Previous Minutes

Norm asked if there was discussion or changes of the October 19, 2010 meeting minutes. There was no discussion. Norm called for a motion.

Ron Doan motioned to approve the minutes from the October 19, 2010 meeting. Perry Murray seconded.

Norm called for a vote. The motion passed unanimously.

B. Election of IDB Officers

Norm introduced Ron Doan, IDB Chair of the Nominating Committee.

Ron explained that he had worked with Georgia Stiles and Lauren Young to consider officers for the IDB. The Committee reached a unanimous decision to recommend Perry Murray as IDB President and Kelly Morgan for IDB Vice President.

Ron made a motion that the IDB appoint Perry Murray as President and Kelly Morgan as Vice President of the IDB. Georgia Stiles seconded.

Norm opened the floor for other nominations and discussion. There were no further nominations or discussion. Norm called for the vote.

The IDB unanimously elected Perry Murray as President and Kelly Morgan as Vice President.

Norm offered Perry the opportunity to take over the meeting. Perry asked Norm to finish this meeting.

C. Review of Committee Memberships

Norm explained that the IDB had developed ad hoc committees for Finance, Lands and Orientation. He said the purpose of the Lands and Finance Advisory Committees was to provide a broader range of expertise when addressing issues that would be recommended to the Commissioners. He said that the Orientation Committee's role was to help new members get up to speed with the IDB functions and projects.

Norm said that there were vacancies on the Orientation Committee. This Committee would be the President, Vice President and past President of the IDB. He explained that the Orientation Committee would now be Perry Murray, Kelly Morgan and himself.

Eric Swanson inquired about the role of Ex Officio members as related to the Ad Hoc Committees. Norm said there had not been a formal discussion of the role, but the Ex Officio's had always been a source of expertise and project development for the IDB. Norm said that any one that had an interest in participating on one of the ad hoc committees should feel free to let Perry know.

Reports

A. Lands Advisory Committee Report

Perry Murray explained that the Lands Advisory Committee had been discussing the merits of a spec building.

Perry presented a PowerPoint on what a spec building was, what it does, why we need it and what would it cost. He said these were the basic issues to address in considering the value of a spec building project.

Perry explained that there was the possibility of obtaining a grant from Business Oregon to pursue design and location planning related to the site the Land Advisory Committee is considering. He explained that is a 25,000 sq. foot building on a parcel of land located in the Sutherlin Industrial Park. He said that one of the issues that the Partnership had brought to the IDB's attention was that site selectors had repeatedly commented on the lack of suitable industrial buildings in this range that were available for relocation. The Partnership had noted that, even with shovel ready sites some site selectors needed an actual building due to their timeline for location.

Perry explained that this would be a pre-engineered metal building on a crush rock filled, concrete form foundation. The building would be 100foot clear span and 250 feet in length. It would be just four walls and a roof that would allow for linear expansion. Infrastructure would be to the interior of the building.

Perry explained that the Sutherlin Park was very close to residential areas, so not suitable for heavy industrial, and that one of the thoughts related to this spec building might be a smart park or a tech park.

Discussions regarding the lack of suitable buildings in Douglas County; possible funding ideas; and the end goal for the building, would it be sold or leased, ensued. The current location under consideration would be approximately \$1.2M project so other road plans and building options were being reviewed.

Perry explained that the Committee had developed a tentative time line, with completion in September 2011, to help keep the idea moving. Perry asked the Board to consider the idea and bring it back at another meeting.

The IDB asked the Land Advisory Committee to continue working on this idea.

B. Finance Advisory Committee

Tania Korpi explained that the Finance Advisory Committee had met November 1st. She explained that the Committee had agreed that there needed to be a better format for the IDB to use when considering funding request. She said that Cindy Kent and Perry Murray had been working on an application.

Tania explained that the Committee had determined that the IDB would benefit from a very streamlined finance report that would help them track the IDB's financial position and tie fund availability to projects. She explained that there was a brief summary report that represented a condensation of the information received

from the County each month. She explained that, as of November 30, the IDB was at 20% of the budgeted revenue and 13% of the budgeted expenses. She said these were timing and project related variances.

Tania also informed the Board that Finance Committee had discussed other opportunities for economic development including options for a spec building.

Perry went on to explain that a draft application for projects had been developed. He explained that the first page of the document allowed the applicant to identify how the project met IDB Ordinance requirements. The second page of the document is designed to provide more information on the projects job creation, strengths and participants and the third page was designed for information relating to possible loan requests.

The purpose of an application process was to allow the IDB to have more information to evaluate a project and review merits so there would not be rushed decisions. This would allow for more comprehensive decisions utilizing IDB resources.

The members agreed to look at the application and review it as an action item at the next meeting.

C. Orientation Committee

Norm told the Board that there was a vacancy and that the Commissioners would be advertising the position. He suggested that those interested in serving on the IDB submit applications. He said that once the applications were received the Orientation Committee would meet to make a recommendation to the IDB which would then be sent to the Commissioners.

General Discussion

Rob Paul let the Board know that the \$550k project for Oak Creek would be going to bid January 25. He explained that the IDB would be reimbursed the \$225K at the completion of the project.

Kelly Morgan requested an update on the Partnership hiring process. Norm explained that fifty-one resumes had been received. He said the partners had narrowed the field to eighteen. He said those moving forward had been asked to complete applications and provide more information; the others had been notified that they were not candidates. Norm said they anticipated being through the process by March.

Georgia Stiles extended her thanks to Norm for his service as the IDB President.

Eric Swanson enquired about the status of the Sunrise Property. Susan Morgan indicated that the Commissioners had determined that they would pursue cleaning up and selling the property.

Adjournment

There being no further business items, the meeting adjourned.

Respectfully submitted,

Douglas County Industrial Development Board

Tania Korpi, Staff

Perry Murray, President

Attachment A

A Tape Of The Meeting Is Available At The CCD Office at 744 SE Rose, Roseburg, Oregon.

The following is the list of DCIDB members who attended the meeting:

Norm Gershon, Lauren Young, Ron Doan, Georgia Stiles, Kelly Morgan, Perry Murray, Dave Sabala

The following is the list of attending DCIDB Ex-officio members:

Eric Swanson, Robb Paul, Charmaine Vitek, Betty Stanfill, Carl Patenode, David Van Dermark, Scott Somers

County Representatives:

Commissioner Susan Morgan; Paul Meyer, Douglas County Counsel

Staff:

Tania Korpi, CCD

Ad Hoc Committee Members:

Guests:

John Ayer, Patricia Klassen