



**DOUGLAS COUNTY  
INDUSTRIAL DEVELOPMENT BOARD**

522 SE Washington Ave. Suite 111A  
Roseburg, Oregon 97470  
(541) 672-6728 Fax (541) 672-7011

**Minutes**

**March 15, 2016**

**10:30-11:30**

**Room 310**

**Douglas County Courthouse  
1036 SE Douglas  
Roseburg, OR 97470**

**I. Welcome & introductions**

Alex Palm called the meeting to order and announced a quorum was present. Attendees introduced themselves, see attachment A.

**II. Approval of Minutes – February 16, 2016 Meeting**

Stephen Mountainspring motioned to approve the minutes of the February 16, 2016 meeting as presented. Bob Ragon seconded. The motion carried.

**III. New Business:**

**A. Budget**

Alex Palm explained the Finance Committee met on March 7, 2016 to review the draft IDB FY2017 Budget. He said everyone should have received the draft and there are copies available if anyone needed one. He stated the Finance Committee went through last year's budget, looked at some specific items, made some changes and are bringing it forward to the IDB to be recommended to forward on to Douglas County Management and Finance.

Alex asked Brandi to walk the IDB through the budget schedule. Brandi stated the draft budget needed to be approved with or without changes and forwarded to Management and Finance by March 25<sup>th</sup>. She said she would forward the complete County Budget schedule to the IDB. The schedule was included with the initial email with the draft budget to the IDB.

Alex went through the budget and highlighted the changes, the draft FY2017 IDB budget included:

- Debt Retirement –Pay off debt obligation for City of Reedsport –(B03001) - \$75,936
- Intergovernmental Assistance \$400,000 - Funds included for inter-agency and business assistance that include training, job retention, lead generation and other inter-agency agreements that strengthen the economic environment in Douglas County through education, retention and diversification.
- Spec Building - \$380,000. The anticipated amount to be expended to advance the Virtual Spec Building Project at the Sutherlin Industrial Park during the Fiscal Year
- Industrial Park Projects. \$750,000. This amount is for capital outlay and industrial site improvements that may be required at any of the county industrial parks.
- Transfer out per County (Fair Board) \$64,120. This amount is included per M&F for FY2017 to help support economic development activities at the fairgrounds. The fairgrounds have been asked not to use this for general operations but for emergencies. The County wants the fairgrounds to be self-sufficient.

Alex asked for questions or discussion.

Discussion ensued.

Dave Sabala made a motion to accept the draft budget as presented and forward to Management and Finance. Stephen Mountainspring seconded. The motion carried.

#### **IV. Unfinished Business/Reports**

##### **A. Stella Jones Sale**

Paul Meyer stated Brandi had forwarded an email and number of documents. He said hopefully everyone has looked over them. He explained the details of the property sale to Stella Jones; McFarland Cascade and Shelby County Forest Products as set forth in the Purchase and Sale Agreement with McFarland Cascade dated March 3, 2016. Paul handed out the assessor's map of the properties.

Paul explained the purchase price is set at approximately \$2k per acre and said the price is modest due to wetland issues. He explained the County is not making any warranties and is not providing title insurance.

Paul explained this is industrial property and Stella will be using it to expand their business. He said the sale did not go through a bidding process and the private negotiating process as done fits the Industrial Development Board's ordinance. He said if the IDB is comfortable to consent he proposes recommending to the Board of Commissioners the approval of the sale.

Bob Ragon motioned to recommend to the Board of Commissioners the approval of the sale of 45.52 +/- acres to McFarland Cascade and Shelby County Forest Products as presented by Paul Meyer. Dave Sabala seconded. Alex asked if there was further discussion.

Discussion ensued.

Alex Palm called the question. The motion passed unanimously.

##### **B. Terra Firma Update**

Wayne Patterson stated Alex Campbell is maintaining contact with Terra Firma. He explained no decision has been made.

##### **C. M&D Update**

Wayne Patterson stated a check has been delivered and asked what the process was for proof of performance. Paul Meyer explained the concept as the County understood it from Alex Campbell is the County granted their portion of the funds to the Partnership and the Partnership would enter into an agreement with M&D and work out those details.

Dave Sabala stated this money was to be in form of a loan and once jobs came in above a certain threshold, the loan would be credited. Paul Meyer agreed. Paul said the agreement between the County and the Partnership is in form of a grant but the agreement between the Partnership and M&D is in the form of a forgivable loan.

#### **V. Open Discussion**

Alex Palm explained he was contacted yesterday by Tammi Ellison with Wildlife Safari with a funding request of \$20k for a parking lot expansion project and asked Commissioner Chris Boice to provide details to the IDB.

Commissioner Boice explained Wildlife Safari, Dave Sabala, Tim Freeman and he discussed possible funding for a paving project to repave the road leading to the Safari and expand their parking lot, however; the Wildlife Safari did not approach the IDB with a proposal. They moved forward and secured donations for a majority of the road paving project and are currently in need of funds for the parking lot expansion. He stated Wildlife Safari intended their email to Alex Palm to be the funding request. Discussion ensued.

It was a consensus of the Board to support the Wildlife Safari Parking Lot Expansion project and invite them to the April 19<sup>th</sup> IDB meeting to provide more information on the project and present their request.

*Alex Palm will respond to Tammi Ellison with Wildlife Safari inviting her to the April 19<sup>th</sup> IDB meeting for additional information and presentation.*

Melony Marsh gave an update on the Senior Center and asked they be put on the Agenda for the April 19<sup>th</sup> IDB meeting to present their funding request and give a presentation.

Robb Paul gave an update on the Shovel Ready Site Recertification's for South Umpqua Valley Industrial Park and Oak Creek Industrial Park.

Robb Paul gave an update on the property sale of 5 acres in the Oak Creek Industrial Park to Tank Parish, Key Line Construction and stated the mitigation site will be moved into the Grant Smith Road right-of-way.

Robb Paul gave an update on the next steps for the Sutherlin Spec Building.

## **VI. Adjourn DCIDB Business Meeting**

Respectfully submitted,

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Brandi Whelchel, Staff

Douglas County Industrial Development Board

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President/Vice President

## **Attachment A**

**A recording of the meeting is available at the CCD office, 522 SE Washington Suite 111A, Roseburg, Oregon.**

### **The following DCIDB members attended the meeting:**

Dave Sabala, Ron Doan, Alex Palm, Bob Ragon, Melony Marsh and Steve Mountainspring.

### **The following DCIDB Ex-officio members attended the meeting:**

Robb Paul and Kristi Gilbert

### **County Representatives:**

Chris Boice, Commissioner; Paul Meyer, County Counsel

### **Staff:**

Wayne Patterson, The Partnership for Economic Development; Tracy Loomis, CCD Staff; Bryan Sykes, CCD Staff and Brandi Whelchel, CCD Staff

### **Ad Hoc Committee Members:**

Alex Palm, Dave Sabala and Melony Marsh

### **Guests:**

Loran Waldron, Land and Water Environmental Services, Inc.; Dave Kaiser, Industrial Property Owner; Alan Paulson, Roberts Creek Water District; John Marsh, Kaman Ind. Tech and Merten Johnson, NeighborWorks Umpqua