



**DOUGLAS COUNTY
INDUSTRIAL DEVELOPMENT BOARD**

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

**Minutes
May 21, 2019
10:30-11:30
Room 310**

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

I. Welcome & Introductions

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

The following DCIDB members attended the meeting:

Melony Marsh, Charmaine Vitek, Todd Way, Lauren Young, Bob Ragon, Guy Kennerly, and Bruce Hanna.

The following DCIDB Ex-officio members attended the meeting:

Kristi Gilbert. And Jerry Gillham

County Representatives:

Chris Boice, County Commissioner, Paul Meyer, County Counsel, and Heather Coffel, County Assessor

Staff:

Tracy Loomis CCD, Brandi Whelchel CCD, and Wayne Patterson UEDP.

Ad Hoc Committee Members:

Jameson Baird

Guests:

Debby Turner, Reedsport/Winchester Bay Chamber of Commerce, Amy Stauffer, Reedsport/Winchester Bay Chamber of Commerce, Jennifer Rockwell, Reedsport/Winchester Bay Chamber of Commerce, and Jamie Chartier, City of Sutherlin

II. Approval of Minutes – March 19, 2019, Meeting

Charmaine Vitek motioned to approve the minutes of the March 19, 2019, meeting as presented. Bruce Hanna seconded. The motion carried unanimously.

III. New Business:

A. Mel Arts Mowing Contract, Sutherlin Industrial Park – Brandi Whelchel

Brandi Whelchel explained the annual mowing contract included in the meeting packet for Mel Arts is for the mowing of the Sutherlin Industrial Park. She explained Exhibit 1 of the contract was modified to include an increase in the hourly rate from \$45/hour to \$50/hour and that the overall not to exceed maximum of \$5,000 remained the same.

B. David Briggs Mowing Contract, South Umpqua Valley Industrial Park – Brandi Whelchel

Brandi Whelchel explained the annual mowing contract included in the meeting packet for David Briggs is for the mowing of the South Umpqua Valley Industrial Park.

C. CCD DCIDB Admin Contract, Second Extension – Brandi Whelchel

Brandi Whelchel spoke about the second extension of the CCD DCIDB Admin Contract included in the meeting packet.

Charmaine Vitek motioned to recommend the Commissioners approve the second extension of the CCD DCIDB Admin Contract. Bob Ragon seconded. The motion carried unanimously.

D. City of Sutherlin, Waste-Water Infrastructure Investment, Loan Request \$171,780 – Jerry Gillham, City of Sutherlin

Jerry Gillham spoke about the City of Sutherlin waste-water infrastructure investment loan request included in the meeting packet.

Discussion ensued.

Todd Way motioned to recommend the Commissioners approve the City of Sutherlin’s Waste-Water Infrastructure Investment Loan Request of \$171,780. Charmaine Vitek seconded. The motion carried unanimously.

E. Reedsport/Winchester Bay Chamber of Commerce, 20th Annual Chainsaw Carving Championships, Grant Request \$10,000 – Amy Stauffer, Debby Turner and Jennifer Rockwell

Debby Turner spoke about the Reedsport/Winchester Bay Chamber of Commerce, 20th Annual Chainsaw Carving Championships, Grant Request of \$10,000 included in the meeting packet.

Discussion ensued.

Bob Ragon motioned to recommend the Commissioners approve a \$5,000 grant for the Reedsport/Winchester Bay Chamber of Commerce, 20th Annual Chainsaw Carving Championships. Charmaine Vitek seconded. The motion carried with 4 Ayes: Charmaine Vitek, Lauren Young, Bob Ragon and Bruce Hanna, and 3 Nays: Guy Kennerly, Todd Way and Melony Marsh.

IV. Reports/Old Business:

A. Budget – Melony Marsh

Melony Marsh explained she presented the draft budget to the Board of Commissioners/Budget Committee on May 9th and that it was approved.

V. Open Discussion:

Charmaine Vitek asked Wayne Patterson about the progress of the Career Pathways Baseball Card project.

VI. Adjourn DCIDB Business Meeting – 11:10 a.m.

Respectfully submitted,

Douglas County Industrial
Development Board

Copy with signatures on file

Copy with signatures on file

Brandi Medeiros, Staff

President/Vice President

Attachment A

A recording of the meeting is available at the CCD office, 522 SE Washington, Suite 111A, Roseburg, Oregon 97470.