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:
Lauren Young, Alex Palm, Melony Marsh, Bob Ragon, Charmaine Vitcek, Dave Sabala, and Steve Mountainspring.

The following DCIDB Ex-officio members attended the meeting:
Lance Colley, Sean Negherbon, Mike Baker, and Kristi Gilbert.

County Representatives:
Commissioner Chris Boice; Paul Meyer, County Counsel.

Staff:
Wayne Patterson, The Partnership for Economic Development; Eileen Ophus, CCD Staff; Brandi Whelchel, CCD Staff; and Cale Morgan, CCD Staff.

Ad Hoc Committee Members:
Melony Marsh, Lauren Young, and Alex Palm.

Guests:
Heather Coffiel, Douglas County Assessor’s Office; Loran Waldron, Land and Water.

II. Approval of Minutes – March 21, 2017, Meeting
Stephen Mountainspring motioned to approve the minutes of the March 21, 2017, meeting as presented. Alex Palm seconded. The motion carried.

III. New Business:
A. Letter of Support Sutherlin/Oakland Enterprise Zone Boundary Amendment - Brandi Whelchel
Brandi Whelchel handed out maps of the area where the zone change will take place along with information on the basic enterprise zone standard exemptions. Brandi stated that CCD Business Development was the Zone Manager for Coos, Curry, and Douglas counties. The Zone Sponsors for this zone are the City of Sutherlin, City of Oakland, and Douglas County and have expressed
interest in including this land in the boundary amendment. Enterprise zones are for industrial and manufacturing use, which the current amendment will be supporting a new mill wanting to come to the area. The land wanting to be added to the enterprise zone is about 27 acres, or 0.4 square miles. Enterprise zones must maintain the state standard of 15 square miles. Currently, the Sutherlin/Oakland Enterprise Zone is 11.63 square miles.

Melony Marsh explained there is a draft letter of support for everyone to read at the meeting. Melony then read the letter to the IDB.

Discussion ensued.

Dave Sabala motioned to recommend to the DCIDB to write a letter of support for the Sutherlin/Oakland Enterprise Zone Amendment. Charmaine Vitek seconded. The motion carried.

**B. Potential Property Sale – Melony Marsh**

Melony Marsh stated Tony Page sent a request to the IDB to put the potential property sale of a 1.49 acre industrial parcel, R126592, located at 0 Garden Valley Cir, Sutherlin, OR. She said the interested party is Mark Koch and he is looking to make an offer on the property. Mr. Koch wants to build an auto shop on the property. Melony stated the County Assessor lists the property at $29,800 and that it has been years since the property was appraised last. She asked since it had been so long since the last appraisal, would that warrant spending the money on a new one.

Discussion ensued.

Alex Palm asked if there was an official offer from Mr. Koch.

Paul Meyer stated Mr. Koch is aware of the Assessor’s valuation of the property, but Tony Page’s supervisor has asked Tony to do an in-house appraisal. He said he does not know how far Tony has gotten with it.

Discussion ensued.

Alex Palm said he was pretty sure the area surrounding the site is a big piece of wetland and looking at the wetland maps Melony brought, it appears the property is in the wetland inventory. He said he would like to check with Public Works to see if it was in their mitigation area to develop the rest of the Sutherlin Industrial Development Park before the IDB considers selling it. Alex said he believes that years ago, Robb Paul and the DSL worked together to preliminarily approve a large chunk of ground in this area to be mitigated, to allow wetlands around the Sutherlin Airport to be developed.

Melony Marsh said there needs to be more information from Tony Page and Public Works before the IDB can take a vote on the land sale.

Discussion of the land sale was tabled until further information can be obtained from Tony Page.

**IV. Reports/Old Business:**

**V. Open Discussion:**

**A. Budget and Proposed Projects for FY 2018 – Commissioner Chris Boice**

Commissioner Boice gave an update on the Back 9 project and the funding for it. He said one of the two grants for the sewer fell through. He stated that Douglas County will do anything to get it
built and the County is still looking at a whole lot of different options for funding. He said the project could cost the county up to $1.4 million dollars.

Discussion ensued.

Commissioner Boice gave an update on the City of Sutherlin asking the County for the Sutherlin Industrial Development Park back. He asked Melony for the historical financial history of what the County has put into the industrial park to date.

Melony Marsh asked Commissioner Boice about the funding application for those who wish to obtain IDB funds. She stated she was asked to update the application because it wasn’t user friendly and that she has spent months working on the revised application and it has yet to be approved.

Commissioner Boice stated the County is only interested infrastructure improvements that will benefit more than just one company and that it may also benefit the area the funding is going in. He said the County does not want to subsidize outside businesses coming into the area versus businesses that are already here.

Paul Meyer stated the ordinance is broad enough that it fulfills what the IDB has been doing and the current Commissioners directives about building infrastructure.

Dave Sabala stated the IDB approved a budget that doesn’t have the amount of funds Commissioner Boice is proposing for the Back 9 project.

Discussion ensued.

Brandi Whelchel said the budget meeting with the County is set for May 22nd and that the IDB approved budget will be going before the County Budget Committee. She said they could make an amendment at a later date but she isn’t certain of the process and would have to ask the County.

Commissioner Boice stated he has talked with Jessica Hansen about the Back 9 project and she is fully aware of the funding for the Back 9 and the possibility of a budget adjustment. He said this doesn’t have to take place immediately, but she has a road map for the County to get there if they need to.

Wayne Patterson stated to move funds for a budget adjustment, there has to be an exact amount for the project that it will be funding. He said it has to be a specific number and project to move funds around because it cannot be arbitrary.

Commissioner Boice gave an update on the Oak Creek Property and possible sale to Tank Parrish. The County recently found two liens against the property.

Paul Meyer said the first lien is from the County loaning money to the Robert’s Creek Water District and the mechanism upon development is a systems development charge per acre of about $17,000 in total. He said the agreement between the two was for system developments of piping to a water tank. He stated the County would pay it at closing to Robert’s Creek Water District, then they would turn around and pay it back to the County, so the sale was free and clear of the lien to Tank Parrish.
Paul said the other lien is money Robert's Creek Water District borrowed from the State and the way that will be paid back is through a system development charge so many dollars per lineal foot of frontage along Ingram Drive that is about $12,000 in total. He said his proposal is for the County to pay it at closing, the title company would send it to Robert's Creek Water District, and then they would send it to the State. He said the net proceeds from the sale will drop about another $12,000 to around $52,000 or $53,000.

Discussion ensued.

Commissioner Boice asked about Dallas Amer, a bee keeper, who wanted to put his hives on a piece of property in the Sutherlin Industrial Development Park.

Melony Marsh stated she was concerned about liability and that there was not enough information to put the request on the agenda.

Paul Meyer stated the request came from Tony Page and that Mr. Amer wanted to use the property for free.

Kristi Gilbert said she was not sure of the zoning of the land Mr. Amer wanted to use and she could check on that.

Alex Palm stated Mr. Amer should lease the property if the zoning was okay to put bees on.

Commissioner Boice said he would talk to Tony Page for more information on Mr. Amer using the land for his bee keeping.

VI. Adjourn DCIDB Business Meeting

Respectfully submitted,

Douglas County Industrial Development Board

Copy with signature on file

President/Vice President

Copy with signature on file

Cale Morgan, Staff
Attachment A

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