

Rainier Economic Development Council Minutes
August 2, 2021
Rainier City Hall
106 West "B" Street
Rainier, OR 97048

1. Call Meeting to Order

REDCO Board President Mike Kreger called the meeting to order at 5:07 p.m.

2. Roll Call

Board Members Present: Connie Budge, Scott Cooper, Robert duPlessis, Mike Kreger and Levi Richardson

Board Members Absent: Brenda Tschida and Jenna Weaver

3. Agenda

a. Approve March 1, 2021 Meeting Minutes

Scott Cooper moved to approve the minutes. That motion was seconded by Connie Budge and adopted unanimously.

b. Approve June 28, 2021 Meeting Minutes

Budge had a correction to the minutes. Cooper moved to approve the minutes as amended. That motion was seconded by Budge and adopted unanimously.

c. Approve May 17, 2021 Budget Committee Meeting Minutes

d. Approve June 7, 2021 Budget Committee Meeting Minutes

e. Approve June 16, 2021 Budget Committee Meeting Minutes

Budge moved to approve the May 17, 2021, June 7, 2021 and June 16, 2021 REDCO Budget Committee meeting minutes. That motion was seconded by Cooper and adopted unanimously.

f. Approve Accounts Payable

Cooper moved to approve the accounts payable. That motion was seconded by Board Secretary and Treasurer Robert duPlessis and adopted unanimously.

g. Approve Resolution 102--Establishing Authorized Persons to Sign Checks and Transfer Funds

City Administrator W. Scott Jorgensen explained that the resolution was necessary due to the passing of former city councilor and REDCO Treasurer Rick Sanders. He was a signer on the REDCO account and needs to be removed from it. The resolution has no other changes to the signers.

Cooper moved to approve the resolution. That motion was seconded by Levi Richardson and adopted unanimously.

h. Monthly Financials

duPlessis moved to approve the monthly financials. That motion was seconded by Cooper and adopted unanimously.

i. Settlement Inquiry

Budge said she had asked for consensus at the last meeting for her to meet with Jorgensen and Kreger. There were issues that came up during that meeting that she wanted to see addressed about policies and procedures. Some of her questions require research. She wants the board to be able to direct Jorgensen to bring back his findings and report back at the next meeting. Jorgensen said this was necessary because he follows the direction of the entire board, as opposed to individual members. Budge said one question was about the most recent lawsuit settlement with USG. Did it take into account payments made prior to the agreement? Was that included in what was recorded at the district court in Eugene?

Cooper moved to direct Jorgensen to pursue the inquiry. That motion was seconded by Richardson.

Budge said she went through papers and found a document that was signed by Mike Avent in 2012. It went to the district court in Eugene. She wants to know if it was squashed or followed through. REDCO had made \$1.2 million in payments prior to the settlement and she wants to see if that was ever credited to the payoff amount. She wants Jorgensen to go to the court to find out.

The motion passed unanimously.

j. 2006 Intergovernmental Agreement Status

Budge said the original agreement was with several special districts for tax increment financing to fund REDCO. Some opted in over time and some opted out. It needs to be straightened out. We need to know who they are. Annual reports are supposed to be filed with them.

Cooper moved to direct Jorgensen to check into the IGA. That motion was seconded by duPlessis and adopted unanimously.

k. Annual Report Update

duPlessis moved to direct Jorgensen to follow up on ensuring that the annual reports have been filed with the special districts. That motion was seconded by Richardson and adopted unanimously.

l. City of Rainier Intergovernmental Agreement

Budge said that under the 2012 agreement, \$75,000 was taken out of the REDCO budget and given to the city. Under the IGA, any change to that policy needed to be done in writing. She couldn't find anything about it in past REDCO meeting minutes. If that amount was removed from the budget, it needs to be done properly. duPlessis

said he recalls there being a discussion about it at REDCO and council. Jorgensen asked if a resolution would be suffice. Board members agreed by consensus.

Cooper moved to direct Jorgensen to draft the resolution. That motion was seconded by Richardson and adopted unanimously.

3. Adjourn Meeting

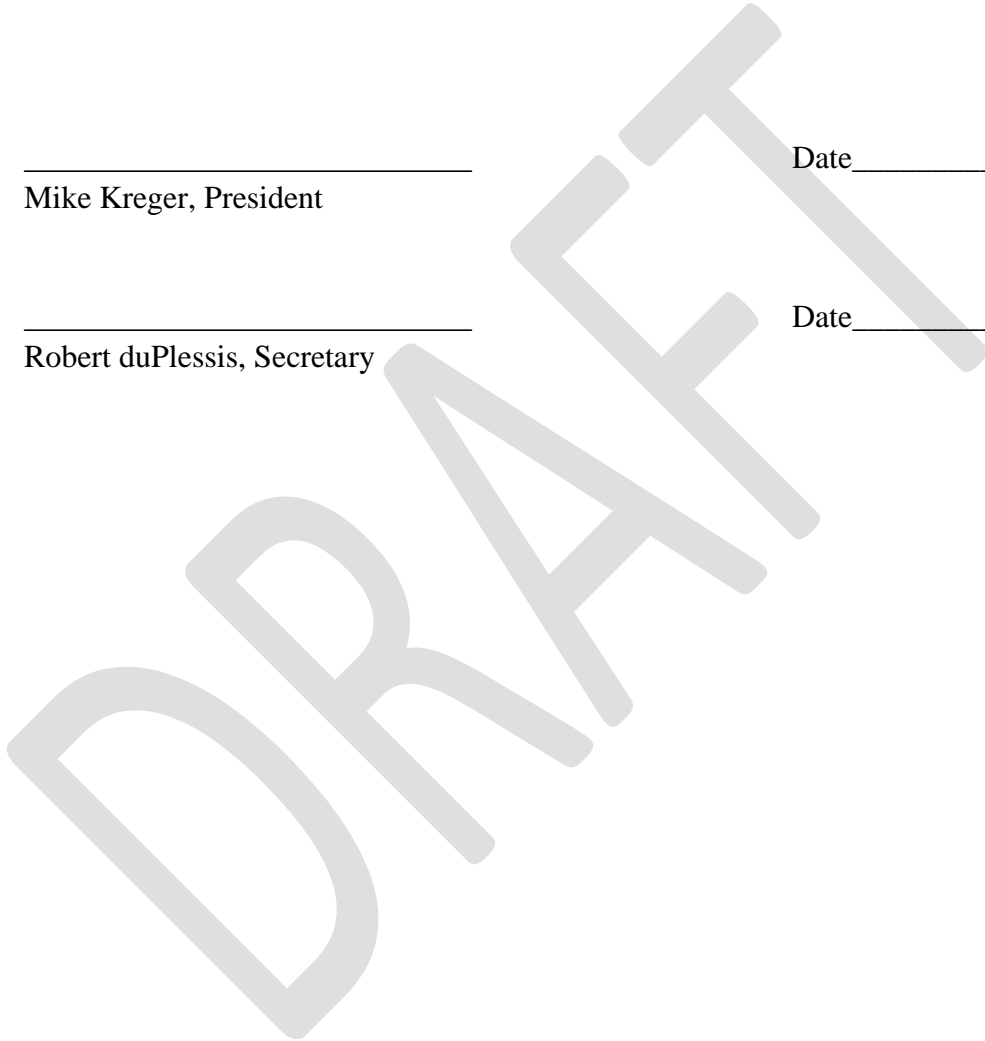
Kreger adjourned the meeting at 5:47 p.m.

Mike Kreger, President

Date _____

Robert duPlessis, Secretary

Date _____



RAINIER ECONOMIC DEVELOPMENT COUNCIL

10/4/2021

Accounts Payable Listing:

Approve Accounts Payable:

Vendor	Invoice #	Inv Date	Amount
City of Rainier	9012021	09/01/21	\$ 600.00
City of Rainier	10012021	10/01/21	\$ 600.00

Total \$ 1,200.00

Chair

Date

Treasurer

Date

BEFORE THE RAINIER ECONOMIC DEVELOPMENT COUNCIL

RESOLUTION #103

A RESOLUTION TO CODIFY CHANGES TO THE INTERGOVERNMENTAL AGREEMENT BETWEEN REDCO AND THE CITY OF RAINIER

WHEREAS, an Intergovernmental Agreement (IGA) dated July 9, 2012 was made between the City of Rainier and the Rainier Economic Development Council; and

WHEREAS, Section 3 of the IGA states that the City agrees to make annual payments of \$75,000 to REDCO starting January 31, 2013 and continuing yearly thereafter during the terms of the Agreement, unless terminated earlier; and

WHEREAS, due to operational changes that have since been made, those payments are no longer made from the City to REDCO; and

WHEREAS, under the terms of the IGA, the cancellation of those payments should be formalized;

NOW THEREFORE, BE IT RESOLVED that The City of Rainier will no longer be making annual payments of \$75,000 to REDCO.

THIS RESOLUTION PASSED AND APPROVED by the REDCO Board of Directors this 4th day of October, 2021.

Mike Kreger, President

Robert duPlessis, Secretary

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			8,919.44
Checks and Payments	1	Item	-10.00
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			8,909.44

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			8,909.44
Checks and Payments	2	Items	-1,200.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 7/31/21:			7,709.44
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			7,709.44

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Uncleared Transaction Detail up to 7/31/21

Date	Num	Payee	Memo	Category	Clr Amount
Uncleared Checks and Payments					
7/15/21	1143	City Of Rainier	Inv #070121	Administrati...	-600.00
7/15/21	1144	City Of Rainier	Inv #080121	Administrati...	-600.00
Total Uncleared Checks and Payments				2 Items	-1,200.00

Uncleared Deposits and Other Credits

Total Uncleared Deposits and Other Cr...	0 Items	0.00
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Total Uncleared Transactions	2 Items	-1,200.00
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P.O. Box 537
 St. Helens, OR 97051
 503.397.2376
 inroadscu.org

Statement Date

07/31/21

Account #

XXXXXXXX04



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REDCO
 PO Box 100
 106 West B Street
 Rainier, OR 97048



238



Statement Summary					
Deposit Accounts			Total Balance:	\$8,914.44	
Account Type	Previous Balance	Deposits	Withdrawals	Ending Balance	
Public Funds Savings (1)	5.00	0.00	0.00	5.00	
Public Fund Checking (2)	8,919.44	0.00	10.00	8,909.44	
Public Funds Savings (1) 07-01-21 To 07-31-21					
			Previous Balance:	\$5.00	
			Ending Balance:	\$5.00	
Dividends YTD		0.00			
Public Fund Checking (2) 07-01-21 To 07-31-21					
			Previous Balance:	\$8,919.44	
Post Date	Tran Date	Description	Deposits	Withdrawals	Ending Balance
07-07		Miscellaneous Debit Business Acct Service CHG \$10.00		-10.00	8,909.44
			Ending Balance:	\$8,909.44	
Withdrawals, Fees, and Other Debits					
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
07-07	-10.00				
Total Count Fees		Total Amount Fees		Total Count Debits	
1		-10.00		0	
				Total Amount Debits	
				0.00	
Dividends YTD		0.00			

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			661,139.68
Checks and Payments	0	Items	0.00
Deposits and Other Credits	2	Items	6,825.19
Service Charge	0	Items	0.00
Interest Earned	1	Item	336.37
Ending Balance of Bank Statement:			668,301.24

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			668,301.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 7/31/21:			668,301.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			668,301.24

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Uncleared Transaction Detail up to 7/31/21

Date	Num	Payee	Memo	Category	Clr Amount	
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0	Items	0.00
Uncleared Deposits and Other Credits						

Total Uncleared Deposits and Other Cr...	0 Items	0.00
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Total Uncleared Transactions	0 Items	0.00
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Account Statement

For the Month Ending July 31, 2021

RAINIER ECONOMIC DEV COUNCIL - RAINIER ECONOMIC DEVELOPMENT COUNCIL - 5606

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					661,139.68
07/09/21	07/09/21	Columbia County Treasurer - FY21 Gas/Natural Resources Distrib	1.00	3,582.94	664,722.62
07/16/21	07/16/21	Columbia County Treasurer - Turnover 2020-15	1.00	3,242.25	667,964.87
07/30/21	08/02/21	Accrual Income Div Reinvestment - Distributions	1.00	336.37	668,301.24
Closing Balance					
					668,301.24

Opening Balance	Purchases	Redemptions	Closing Balance
661,139.68	7,161.56	0.00	668,301.24
	7,161.56	0.00	665,493.11
		0.00	0.60%

Closing Balance	Dividends
668,301.24	336.37

SHFCU Chk
9/17/21

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			8,909.44
Checks and Payments	3	Items	-1,210.00
Deposits and Other Credits	0	Items	0.00
Service Charge	0	Items	0.00
Interest Earned	0	Items	0.00
Ending Balance of Bank Statement:			7,699.44

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			7,699.44
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 8/31/21:			7,699.44
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			7,699.44

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SHFCU Chk
9/17/21

Uncleared Transaction Detail up to 8/31/21

Date	Num	Payee	Memo	Category	Clr Amount	
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0	Items	0.00
Uncleared Deposits and Other Credits						

Total Uncleared Deposits and Other Cr...	0 Items	0.00
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Total Uncleared Transactions	0 Items	0.00
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P.O. Box 537
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Statement Date

08/31/21

Account #

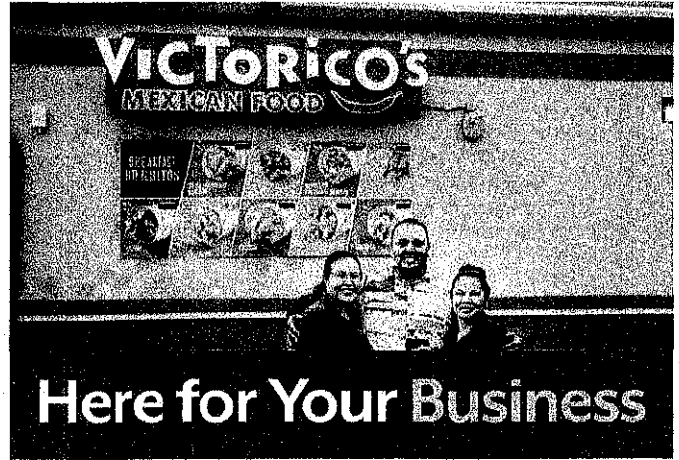
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REDCO
 PO Box 100
 106 West B Street
 Rainier, OR 97048



1710



Statement Summary					
Deposit Accounts			Total Balance:		\$7,704.44
Account Type	Previous Balance	Deposits	Withdrawals	Ending Balance	
Public Funds Savings (1)	5.00	0.00	0.00	5.00	
Public Fund Checking (2)	8,909.44	0.00	1,210.00	7,699.44	
Public Funds Savings (1) 08-01-21 To 08-31-21					
				Previous Balance:	\$5.00
				Ending Balance:	\$5.00
Dividends YTD		0.00			
Public Fund Checking (2) 08-01-21 To 08-31-21					
				Previous Balance:	\$8,909.44
Post Date	Tran Date	Description	Deposits	Withdrawals	Ending Balance
08-16		Share Check		-600.00	8,309.44
		Check# 1143 \$-600.00 NC Trace:00002207030000000118			
08-16		Share Check		-600.00	7,709.44
		Check# 1144 \$-600.00 NC Trace:00002207030000000119			
08-18		Miscellaneous Debit Business Acct Service CHG \$10.00		-10.00	7,699.44
				Ending Balance:	\$7,699.44
Withdrawals, Fees, and Other Debits					
<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>	<u>Date</u>	<u>Amount</u>
08-18	-10.00				
<u>Total Count Fees</u>		<u>Total Amount Fees</u>		<u>Total Count Debits</u>	
1		-10.00		0	
				<u>Total Amount Debits</u>	
				0.00	
Cleared Items This Period					
<u>Date</u>	<u>Check #</u>	<u>Amount</u>	<u>Date</u>	<u>Check #</u>	<u>Amount</u>
08-16	1143	600.00	08-16	1144	600.00
* Indicates a break in check number sequence					
Dividends YTD		0.00			



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Statement Period

July 2021

Account #

XXXXXXXX04



REDCO
 PO Box 100
 106 West B Street
 Rainier OR 97048



513

Monthly Activity

Deposits	0
Withdrawals	0
AGH Debits	0
Checks Deposited	0
Checks Cleared	0
Total Monthly Activity	0

Service Fee	\$10.00
Total Relationship*	\$8,916.00
Relationship Credit	\$0.00
Adjusted Service Fee	\$10.00

*Total relationship includes the average balances for the prior month for all deposits and all month-end loan balances for the prior month combined.

Reconciliation Summary

BANK STATEMENT -- CLEARED TRANSACTIONS:

Previous Balance:			668,301.24
Checks and Payments	0	Items	0.00
Deposits and Other Credits	1	Item	1,399.94
Service Charge	0	Items	0.00
Interest Earned	1	Item	312.60
Ending Balance of Bank Statement:			670,013.78

YOUR RECORDS -- UNCLEARED TRANSACTIONS:

Cleared Balance:			670,013.78
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Balance as of 8/31/21:			670,013.78
Checks and Payments	0	Items	0.00
Deposits and Other Credits	0	Items	0.00
Register Ending Balance:			670,013.78

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Uncleared Transaction Detail up to 8/31/21

Date	Num	Payee	Memo	Category	Clr Amount	
Uncleared Checks and Payments						
Total Uncleared Checks and Payments				0	Items	0.00
Uncleared Deposits and Other Credits						

Total Uncleared Deposits and Other Cr...	0 Items	0.00
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Total Uncleared Transactions	0 Items	0.00
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Account Statement

For the Month Ending **August 31, 2021**

RAINIER ECONOMIC DEV COUNCIL - RAINIER ECONOMIC DEVELOPMENT COUNCIL - 5606

Trade Date	Settlement Date	Transaction Description	Share or Unit Price	Dollar Amount of Transaction	Balance
Oregon LGIP					
Opening Balance					668,301.24
08/12/21	08/12/21	Columbia County Treasurer - Turnover 2021-1	1.00	1,399.94	669,701.18
08/31/21	09/01/21	Accrual Income Div Reinvestment - Distributions	1.00	312.60	670,013.78
Closing Balance					670,013.78

	Month of August	Fiscal YTD July-August	
Opening Balance	668,301.24	661,139.68	Closing Balance
Purchases	1,712.54	8,874.10	Average Monthly Balance
Redemptions	0.00	0.00	Monthly Distribution Yield
			0.55%

Closing Balance	670,013.78	670,013.78
Dividends	312.60	648.97



★ 19 Center locations ● 25 Satellite offices

Building Oregon's Best Businesses

Small businesses are big business in Oregon

In every community, small businesses serve the needs of residents and industry, from restaurants to retail stores to industry and consultants, small businesses connect people, ideas and commerce. To help support these businesses, Oregon's 19 Small Business Development Centers are strategically located in urban and rural communities. To further expand this reach, Centers partner with educational institutions, cities, and chambers of commerce to open satellite locations to provide local training and advising to clients. There is always a helping hand nearby.

Each Center taps into a statewide network of support, with access to specialized resources and tools that can assist clients with the most pertinent questions and relevant topics. This statewide network means that even the smallest Centers can access the resources and knowledge of the top experts in Oregon. Working together, we are building Oregon's best businesses.

Learn more online at OregonSBDC.org



The Oregon SBDC Network is funded in part through a Cooperative Agreement with the U.S. Small Business Administration and the Oregon Business Development Department. Programs and services are provided to the public on a non-discriminatory basis. Language assistance services are available for limited English proficient individuals.



2021 Programs & Services

BUSINESS STAGES



IDEA

Determining Your Potential

You have an idea for a business, but it isn't off the ground yet. You may have some of the pieces in place or a working plan but aren't yet in business. This is sometimes also called pre-venture.



LAUNCH

Launching into Opportunity

Your business is up and running. The door is open and the paperwork has been filed for the business. You may not yet be profitable and things still feel new.



EXPANSION

Growing Your Business

Your business is generating a consistent source of income and you regularly see new customers. You are looking at new opportunities for your business.



RENEWAL

Adjusting to Change

Business conditions and leadership can lead to changes in direction. This is a time to look at new processes and big decisions to move your business forward.



EXIT

Preparing for the Next Stage

You are ready to make a big change in the business and exit to new opportunities. Business succession plans need to be identified early to achieve your desired outcomes.

SERVICES

Advising



Our knowledgeable advisers are here to help businesses with planning, analyzing cash flow, accessing capital, marketing, hiring and more. Clients learn from experienced advisers who bring important skills and perspectives to help businesses thrive. All advising is confidential and provided at no cost to clients.

Training



Learn the skills you need for a successful business. Experienced instructors teach classes on marketing, bookkeeping, human resources, business planning and other topics businesses need to master to be successful. In the classroom and online, businesses owners learn from each other as well as the instructor, developing important skills that lead to thriving businesses.

PROGRAMS

Capital Access Team



The Capital Access Team is a specialized team of advisers who focus on helping businesses access the capital needed to launch or grow a business. Advisers are often former lenders in the area who understand the local capital landscape and help businesses determine the best path forward.

Global Trade Center



It's a big world. Sell to it. The Global Trade Center helps Oregon businesses connect to the global market by offering specific advising and training to succeed in these bigger international markets. Global Trade Center advising is available to all Oregon small businesses at no cost through their local SBDC.

Market Research Institute



The Market Research Institute provides actionable business intelligence to help small business owners make better market-building decisions. Using the latest business research tools, the Market Research Institute provides no-cost and low-cost reports to Oregon's small businesses. These reports help businesses with critical location and market decisions.

SCALE Oregon



SCALE Oregon helps growing, traded-sector companies reach the next level. Businesses receive specialized advising, CEO mentoring and have an opportunity to access other services including market research, business planning, and financial analysis. SCALE Oregon is limited to traded-sector companies with seven or more employees and more than \$1 million in annual revenue.

Small Business Management Program



A signature program of the Oregon SBDC Network, the Small Business Management program is a unique combination of classroom learning and one-on-one advising that helps make businesses more successful. During the up to three-year program, business owners learn how to run a successful small business while collaborating with peers. This program is available at most SBDCs.

Latino Outreach



Oregon's Latinos and Latinas are an important part of our local economies and communities. The SBDCs provide special assistance with Spanish-speaking advisers who are often trusted members of the Latino community. These advisers provide one-on-one advising at no cost, helping small business owners start and grow successful businesses.

CCB Test Preparation



In partnership with the Oregon Construction Contractors Board, SBDCs offer classes that meet the CCB's required 16 hours of study before individuals are eligible to take the Licensing Exam. These classes are available in person, online and soon with a mobile app.

Transition Planning



Sometimes it can be difficult to leave a business that you have spent years creating. Our transition assistance advisers help business owners create plans that can help make this process easier. These advisers have additional training to help businesses transition from one party to the next, whether it is a family member, employee or a third-party.

Disaster Assistance



SBDCs help small businesses recover from disasters throughout Oregon. This assistance can help with accessing federal resources, budgeting and cash flow, understanding state assistance programs and the needs of the whole business. All Centers are supported by the larger statewide network and have access to specially trained advisers and resources. These services are also available in Spanish. Disaster assistance is provided in partnership with local communities, the SBA and Business Oregon.

Disaster Resilience Planning



Emphasizing preparedness, Oregon's SBDCs meet with business owners to help prepare for the worst before the worst happens. These steps include having accounting files backed up to cloud-based servers that can be accessed remotely, understanding supply chain risks and preparing for emergencies with employees. Businesses are also encouraged to use financial planning and tools to mitigate risks. Disaster resilience planning is also emphasized throughout SBDC class curriculum.

Cybersecurity & Innovation



The Cybersecurity and Innovation programs help Oregon's businesses protect against cyber threats and receive grants for innovative solutions to problems faced by federal agencies. Cybersecurity assistance is provided jointly with the Technology Association of Oregon and Mt. Hood Community College.

BUSINESS TOOLS

GrowthWheel



GrowthWheel is a visual toolbox that helps business owners make better decisions and take action in their business. The tool is offered free of charge exclusively to Oregon SBDC clients. The tool helps SBDC advisers and clients map business decisions and address challenges.

LivePlan



Created by Eugene-based Palo Alto Software, LivePlan simplifies business planning, budgeting, forecasting and performance tracking for small businesses. This advanced software is available at no cost for Oregon SBDC clients at participating Centers, and is often used in SBDC business plan trainings.

Bizminer



Bizminer provides industry statistical reports, including industry financial analysis benchmarks and industry trends. These reports are available at the national, local and zip code levels, making the tool an invaluable resource for industry research and business planning. Bizminer is accessible to business advisers and directors at each SBDC.

Learn more about our programs and services at OregonSBDC.org/services