

Cowlitz-Lewis Economic Development District Board Meeting

Lewis County Court House

April 9, 2009 – 9:00 AM

Attendees:

Ron Averill	Lewis County
Gary Fredricks	WSU Extension Cowlitz
George Cress	Port of Longview
Taylor Aalvik	Cowlitz Tribe
Dick Larman	Lewis County EDC
Mary Brown	Cowlitz EDC
Mike Kardes	City of Kelso
Dave Campbell	City of Longview
Kei Zushi	City of Woodland
Sheila Gray	WSU Extension Lewis
Steve Harvey	CWCOG Director
Jennifer Keene	CWCOG Staff

1. **Introductions:** Steve Harvey called the meeting to order at 9:05 a.m. and self-introductions were made around the table.
2. **February 27, 2009 CLEDD Board Meeting Minutes:**

The following corrections were made to the February 27, 2009 EDD board meeting minutes:

- Taylor Aalvik clarified that that the Cowlitz Tribe now has 70 employees, not 100, and the Tribal Council meets on the first Saturday of the month.
- Dick Larman clarified that it is the South Lewis Subarea Plan not the South Cowlitz Economic Development Plan and to edit the line of the motion and approval of the tribe's addition to the CLEDD Board. Also, that the statement by Ted Sprague be clarified that the elevator will be a grain elevator. Finally, to clarify that it was the Millard Refrigeration Services, not Miller, as noted under Polo Enriquez's statement.
- Approval of the minutes were moved for approval by Dick Larman and seconded by Taylor Aalvik to include the amendments to the minutes. Approved.

Taylor Aalvik updated the board that the Tribal Chairman and Council appointed Taylor to be on the CLEDD board.

3. **Old Business**

a. 2009 CEDS Annual Update:

Jennifer Keene reviewed the update process for the 2008 Cowlitz-Lewis CEDS with the CEDS Committees, the updates recommended and new projects submitted.

Taylor Aalvik - noted that the tables should have the sources noted.

Ron Averill - questioned the rate of the bankruptcies and the building permit numbers.

Dave Campbell - The building permit numbers look like county numbers and do not include the city permit data and that needs to be added to the table.

Dick Larman - Permit information should include business permits, including commercial and industrial permit data.

Mary Brown - Noted that the report needed additional review for grammar and spelling.

George Cress - The report needs to include a summary of accomplishments. Would like to include what the Cowlitz Tribe has done as part of the update.

Taylor Aalvik - The tribe is currently working in the development of an economic development board beyond gaming.

Kei Zushi - The table on page one should include more graphs and time tables rather than one large table.

Mary Brown - Agreed with Zushi on the graphs.

Dick Larman - The report should include the state funding loss, including the reduction in CERB funding as well as the requirements that will restrict Lewis County applying for CERB projects. Include a statement as to how important federal dollars are needed due to the state budget cuts.

Taylor Aalvik - When does this report need to go to the EDA? Is it an emergency to get the report out with regards to updating or does the board have time to do the report right?

Taylor Aalvik moved to approve the CEDS update including the comments made in today's meeting with updates by the jurisdictions. Ron Averill seconded the motion.

Ron Averill - There are additional concerns with the report. He had questions regarding the source of the project information and need to re-check the projects to make sure the information is correct.

Taylor Aalvik - Correction regarding projects that identify the Cowlitz Tribe as a partner should be corrected to be the Cowlitz Tribal Housing activity.

Taylor Aalvik withdrew his motion to approve the CEDS Update.

Ron Averill - The corrections need to be made and the board needs to review the draft again before approval.

Mary Brown - The projects need to be listed by jurisdictions, then listed the total number of projects, and then list the projects.

Ron Averill - Jurisdictional projects should be together, not separated from update and their new status.

Dick Larman - Proposed the Lewis CEDS meeting on May 7th hold double duty for reviewing the CEDS projects.

Ron Averill asked if there should be a joint meeting with Cowlitz and Lewis Counties to get the updates and report completed sooner. Dick Larman stated no. Averill stated that the review of the update should be done via conference call with webinar.

Dick Larman - Proposed sending the draft back out electronically and vote on the draft and to be completed by the end of April.

Dick Larman moved to have jurisdictions review, comment and update the CEDS projects by April 21st to be ready for the Board to receive by April 23, and the Board will vote on the draft to approve the document by April 27th at 5:00 p.m. Ron Averill seconded the motion. Approved.

4. **New Business:**

a. Nomination and election of Chair and Co-chair:

Ron Averill - Reviewed the draft bylaw section IV, part A.

Taylor Aalvik – Said that, since the bylaws were in draft format and that there could be potential changes, an interim chair and co-chair should be chosen at this time.

Dick Larman volunteered to be interim chair until the bylaws are completed and a chair can be elected.

Dave Campbell volunteered to be the interim co-chair until the bylaws are completed and a co-chair can be elected. Also, noted that he will sit on the bylaw committee to review the draft.

Dick Larman also volunteered to be on the bylaw committee

Jennifer Keene - Dave Sypher of Kelso (not present) has stated he would like to volunteer for the bylaw committee.

Taylor Aalvik also volunteered to be on the bylaw committee.

Ron Averill moved to nominate the bylaw committee to include Dick Larman, Dave Campbell, Dave Sypher and Taylor Aalvik. Mary Brown seconded the motion. Approved.

c. Flood Report update: Steve Harvey reviewed the process and current status of the Lewis County Flood Disaster Recovery Report.

Jennifer Keene presented an overview of a potential for Phase 2 efforts.

Dick Larman - The update for 2009 should include that the state response was vacant and the lessons learned from the lack of the state's response shows the greater need for federal dollars due to the disaster.

Ron Averill noted he was skeptical of the report as well as that state Emergency Management Department is "broken." Averill noted that the local effort and response was far greater and effective than the state and federal.

Dick Larman – Said that the Small Business Development Center and the Washington Manufacturing Services should be included in the trainings discussion in the report.

Taylor Aalvik moved to adjourn the meeting. Ron Averill seconded the motion.

Adjourned 10:30 a.m.

869 CLEDD Board Meeting Minutes jk04-09