



CITY OF BEND

BEND ECONOMIC DEVELOPMENT ADVISORY BOARD

Subject: MINUTES

Meeting date: May 3, 2016

The Bend Economic Development Advisory Board held its regular meeting on Tuesday, May 3, 2016 in the Council Chambers at 710 NW Wall, Bend, OR. The meeting was called to order at 8:05 AM by Chair Corwin.

Those present included:

Committee: Wally Corwin
Erich Schultz
Dale VanValkenburg
Van Lewing
Katie Tank
Stephanie Senner
Wendy McGrane
Tom Rowley
Jamie Christman
Doug LaPlaca
Steve Curley

Guests: Roger Lee, EDCO, Ron Boozell

Staff: Carolyn Eagan, Economic Development Director; Ben Hemson, Bend Business Advocate; Kathy Montgomery, Administrative Specialist

Approval of Minutes

Minutes of the April 5th meeting were unanimously approved.

Public Comment

Mr. Boozell commented that he would like to see the Councilor assigned to the Board attend the meetings. He wanted to know the opinion of BEDAB members. Katie Tank mentioned there used to be regular attendance. Dale VanValkenburg asked if Councilors attended other committees. Chair Corwin will talk to Casey Roats. Carolyn Eagan noted that the Council does adopt and approve budget.

Recommendation to City Council on 2016-2017 Visit Bend Business Plan

BEDAB's role is budgetary only. Wally Corwin would like one person from BEDAB to attend the Council work session tomorrow. Visit Bend is paid monthly per budget. Reserves are looked at after fiscal year end. Paying ahead of services but plan is agreed to at beginning of the year. The system has worked fine in past. City is forecasting 15% growth but is comfortable with Visit Bend's forecast of 11%. Council decides on how it wants to deal with any overages.

Motion: Stephanie Senner recommended approval of Visit Bend budget as presented. Dale VanValkenburg seconded. All in favor, none opposed.

CEDR & BBA Financial Update

Ben Hemson mentioned that CEDR has been meeting regularly since February. Revenue was falling off of forecast in November. Goal is to close gap now that Ben has started as Business Advocate. There is a new process for handling renewals. New letters have been created, phone calls will be made and businesses will be placed on inactive. There was a back log back to July which is being worked on. Lists are being refined. Letter is not punitive, mentions benefits. Goal set by CEDR is to come within 2% of forecast which provides the ability to budget revenue as well as expenses.

In terms of expenses, not much being spent. There is approximately \$50,000 in salary savings. Have allocated \$47,500. There is still some surplus in budget that is unallocated but would like to use to update collateral possibly for design or a video.

Wally Corwin mentioned that he would like to see employee training fine-tuned and followed through with. If training is important, then funding should be utilized.

Economic Development Department Budget Update

Carolyn Eagan discussed the other budget areas of the Economic Development Department.

Airport: appraisal done every five years and all lease rates are reset. Separation of fixed wing from rotor wing underway. Received funding from FAA and are looking for match from Connect Oregon or airport operating budget if necessary. Airport is a huge regional asset. Is the third busiest in state due to helicopter operations. Question was asked about economic impact of RDM closure. Carolyn said would be fuel fees only as there are no landing fees.

Affordable Housing/CDBG: \$500,000 in CDBG funding on Council for tomorrow. Funding for building/land but also for services. Looking for more units and more wrap around services by partnering with agencies. City of Bend has done more than other cities in Oregon.

Urban Renewal: Murphy Parrell funds used for sewer and roundabout. Juniper Ridge: two plans adopted in 2005 and 2008. Bringing a consultant in to refine project list. Hope to adopt project list by summer so can get funding. City Council wants to look at three possible areas lining up with UGB work – Central Area Plan and opportunity areas of Kor Pine site around Old Mill and old landfill on west side. Erich Schultz asked about where City was in UGB process. Council has approved boundary. Next step is notices and public hearing at end of August. Could be extended. Would hopefully send to county and state by fall. Once approved, development code, transportation code and sewer and water plans will need to be updated as well as annexation policies.

Downtown and Parking: New contract for landscaping is being issued. Problem spots are being worked on. Signage improvements are being looked at. A large parking study is underway. Carolyn is working on revenue. All is within budget. There will be outreach on goals of the parking study.

Advocacy Sub-Committee Update

A letter was written to Council recommending that Council not touch funding for the Community Development Department. Council did not touch any department funding at this time. Waiting on tax revenue. Special Events was discussed at Advocacy as well. Plan is for BEDAB to host a post and pre-season meeting regarding special events.

Outline Strategic Planning

Scheduled to meet on May 17 to discuss strategic planning and set goals/outcomes. Damon will come to discuss trends and measuring outcomes. Doug LaPlaca mentioned the mission of tourism dollars and that objectives of tourism fund may need to be reevaluated. He said they can be used in different ways.

Presentation by Jamie Christman on Bend Chamber of Commerce

Jamie mentioned that Tim is no longer with the Bend Chamber. She shared a new journal. She mentioned that Sandy is interim CEO. She also mentioned that the Chamber has a small business health plan available statewide and an Advocacy Council which among other responsibilities manages the elected official report card. Leadership Bend will be putting on the Central Oregon Impact Summit as a benefit to non-profits in the area.

Carolyn Eagan wrapped up the meeting mentioning that one seat (have received two applications) is currently open and three more are about to expire. Looking at our goals will help guide who we want on the committee. Wally Corwin said he believes in BEDAB but he has limited time.

Adjournment

Chair Corwin adjourned the meeting at 10:00 AM.