



**MINUTES**

**Columbia Development Authority**

**Board Meeting at the Depot**

**Thursday, April 14, 2022**

**9am**

**Welcome and Greetings from Chairman Jim Doherty**

**Introductions CDA Board Members & Economic Development Updates**

- **CDA Board Members:**
- Chairman Jim Doherty, Morrow County
- Vice Chair Kim Puzey, Port of Umatilla
- Lisa Mittelsdorf, Port of Morrow
- John Shafer, Umatilla County
- Don Sampson, CTUIR
- Alternate Umatilla County Bob Waldher, Alternate, Alternate Port of Umatilla Robert Blanc, Alternate Port of Morrow Joe Taylor
- **CDA Staff:** Greg Smith, CDA Director, Debbie Pedro, CDA Assistant
- **Elizabeth Howard** - CDA Attorney's
- **Guests Introductions** and members of the press: **Ryan Degrofft, Bill Saporito, Kirk Moore, Matt Kirsch, Laure Hutchinson, Braid Baird, Tamra Mabbott, Steve Williams, Dawson Quinton, JR Cook, Tom Lineer, Michele Lanigan, Byron Smith and Ken Patterson** joined later.

**Consent Agenda**

1. Approve CDA Board Meeting Minutes March 16, 2022
2. Accept the Financials CDA- BEO Statement \$137,626.71 and Quickbooks Reconciliation March 31, 2022. **Motion was made by Mr. Puzey to adopt the consent agenda; 2<sup>nd</sup> by Mr. Shafer, Motion carried.**

**Note: question on the minutes as to the vote left in the que on Zoom by Mr. Sampson at the CDA Board meeting on March 16<sup>th</sup>, 2022 regarding the purchase of the property, Mr. Sampson was not present when the vote was taken. The motion was 2/2 at the time of the vote. Mr. Sampson shared that he had left his thoughts on the Zoom screen, because he had to leave the CDA board meeting. Mr. Doherty shared it is duly noted, for discussion at the next meeting.**

**Note: change the spelling of the word mater to matter in the minutes.**

- **Old Business**

1. HB2017 Road and Design Anderson Perry and Associates Proposal. **The Proposal was presented by Brad Baird. Motion to except and execute the agreement provided with Anderson Perry and Associates. Ms. Howard shared that Professional Services you do not need to go out for bid. CDA does not have a Engineer of Record. Motion was made by John Shafer, 2<sup>nd</sup> by Mr. Puzey, Motion carried.**



2. IGA between the CDA and ODOT Oregon Department of Transportation. **Mr. Smith shared that the ODOT/CDA IGA is under review with the Oregon Dept. of Justice and would expect the document to be available for CDA review in the next 60 days. He shared that the IGA will be brought back to the board for final approval.**

**Motion was made by Mr. Puzey and 2<sup>nd</sup> by Mr. Shafer, to accept the following resolution, Motion carried:**  
*BE IT RESOLVED that the Columbia Development Authority shall enter into an agreement an Intergovernmental Agreement with the Oregon Department of Transportation to design and construct roadways within the 9,511.37 acres of real property to be acquired by the Columbia Development Authority from the United State Army, which project shall be funded under the Intergovernmental Agreement with utilize \$7 million in state funding;*

*BE IT FURTHER RESOLVED that Greg Smith in his capacity as executive director of the Columbia Development Authority is directed by the Board to complete the negotiation of the terms of the Intergovernmental Agreement with the Oregon Department of Transportation and to execute the final agreement on behalf of the Columbia Development Authority.*

3. Review of Umatilla County Water Recharge System Easement Agreement. **Mr. Smith shared that CDA and Umatilla County attorneys are working through the agreement.**
4. Aquisition of 640 Acre Parcel **Mr. Smith shared that the CDA will need one million in escrow in order to acquire the CDA land. Mr. Doherty asked if the CDA board members would like to consider 1/5 investment towards the one million to purchase of the property from the Army. Mr. Smith shared there would need to be a contractual agreement of how the debt would be paid back. Mr. Smith shared that the CDA attorney will need to provide a contractual agreement for this loan transaction. Ms. Howard shared that it would be advised to ask the Army and their legal counsel about this so that the CDA does follow its obligations and that this approach would be in compliance. The Port of Morrow and Port Umatilla will not invest at this time because of the prior agreement that the Port of Morrow had with the board regarding the commitment of 1 million. Mr. Doherty thought the board should pause on this right now, until we speak with the Army and a draft document could be put together. No decision was made.**
5. Demil Site Agreement Review. **Mr. Smith shared that currently the CDA has 12 projects that are interested in property the depot. This item was moved to the Executive Session.**
6. Resolution MOA and Authorizing Greg Smith to perform the duties of the following resolution.

**Motion was made to accept the following resolution by Ms. Mittelsdorf and 2<sup>nd</sup> by Mr. Sampson; 4 yes and 1 no, Motion carried**

*BE IT RESOLVED that the Columbia Development Authority shall enter into an agreement a Memorandum of Agreement to acquire 9,511.37 acres of real property located in Umatilla and Morrow County, Oregon from the United State Army for redevelopment purposes (the "Transaction");*

*BE IT FURTHER RESOLVED that Greg Smith in his capacity as executive director of the Columbia Development Authority is directed by the Board to continue and complete the negotiation of the Memorandum of Agreement with the United States Army and, upon review and approval by the CDA board, to execute the final Memorandum of Agreement, the conveyance deed, and any other documents necessary to complete and close the Transaction in a timely manner on behalf of the Columbia Development Authority.*



- **New Business**

1. BEO Authorization Form/New Account. **Motion to allow Debbie Pedro to access the CDA Statements online was made by Mr. Sampson and 2<sup>nd</sup> by Mr. Shafer, Motion carried.**
2. Public Safety **there was a meeting with Chief Stanton and Commissioner Shafer, the discussion was about public safety management and how the CDA property will be served. There was a discussion on Enterprise Zones.**
3. Insurance. **Mr. Smith shared that the CDA went out for an RFP and that the CDA received two proposals. Both of these Insurance Companies would provide insurance through Special Districts. Mr. Doherty and CDA staff will meet to discuss both options and bring back a recommendation to the board.**
4. 140 Acre Project.
5. Solar. **Mr. Smith shared that he would like to go out with an RFQ with a criteria. Multiple Companies have reached out to the CDA. Mr. Doherty shared that the CDA should consider the highest and best use of the property as our priority and to use caution.**
6. Igloo Management. **Mr. Smith asked if the board is wanting to lease or sale the Igloo's. Mr. Smith shared about a company that is interested in the management of the igloos. At this time the board asked that we continue to offer a year to year lease, no options to sell igloos and no long term leases right now.**

- **Public Comment There was none**

- **Executive Session 11:00am**

***Executive Session Adjourn at 1:43pm with no further action.***

**Note:** If an item is to move to an Executive Session the board chairman will make the recommendation at this time.

*An Executive Session will be held to consider information or records that are exempt by law from public inspection, including attorney-client privileged information or records, and to conduct deliberations with persons designated by the Board to negotiate real property transactions. The executive session is being held pursuant to ORS 192.660(2)(e) and ORS 192.660(2)(f). Further pursuant to ORS 192.660(2)(f), a public body "has the authority to meet in executive session to obtain other professional legal services from its legal counsel." Or. Dept of Justice, Attorney General's Public Records and Meetings Manual 2019: Public Meetings, Voting § (E)(1)(h)*