

COLLABORATIVE ECONOMIC DEVELOPMENT COMMITTEE
Meeting Minutes – June 23, 2022, at 3:00 pm
Council Chambers

Committee Members:

Gene Merrill (Chair) - Absent
Bob Schaller – Arrived Late
Bradley Converse - Teams
Cameron Camp - Absent
Colene Martin – Arrived Late
Daniel Mancuso
Ethan Lane
Josie Molloy
Ron Gordon
Ruth Swain (Vice Chair)
Tori Middelstadt
Sam Engel – Arrived Late, Teams
Shauna Bland
2 Vacant (Business Retail & County)

Government Liaisons:

Darin Fowler, County Commissioner – Teams
Jean Ann Miles, City of Cave Junction - Teams
Valerie Lovelace, City Council Liaison - Teams

Staff Liaisons:

Bradley Clark, Director CD - Absent
Donna Rupp, Associate Planner

Guests:

Aaron Cubic, City Manager
Augustus Ogu, City Attorney

1. **Roll Call:** Ruth Swain called the meeting to order at 3:45 p.m. after the late arrival of some members.
2. **Public Comment:**
 - No public comment.
3. **Approval of Minutes:**
 - a. Approval of minutes from February 24, 2022.

Motion

Member Martin moved and Member Gordon seconded the motion to approve the minutes from February 24, 2022, as presented. The vote resulted as follows: “AYES”:
Vice-Chair Swain, Members Bland, Martin, Engel, Molloy, Schaller, Converse, Lane, Mancuso, and Gordon. “NAYS”: None. **Abstain:** Middelstadt.
Absent: Chair Merrill, Member Camp.
The motion passed.

4. **Work Session Items:**
 - a. **Update on airport improvements.**

A quick summary of the last discussion was related. Chair Merrill was called out of town unexpectedly and will provide updates at the next meeting.
 - b. **Broadband Regional Study**

Committee requested that the study be re-sent for future discussion. Cave Junction Councilor Miles said that she spoke to John McCafferty with County. Our feasibility study will help with the state work. Would like to ask that McCafferty comes to a future meeting.

c. Promoting Youth Workforce

Vice Chair Swain related that the update she received from the Chair stated that with school adjourned for the summer it will be better to hold the discussion in August. She will follow up with RCC on available programs. Member Bland mentioned that she knew about an Electrician's apprenticeship program and she would bring information on it. Other members brought up other programs for future discussions and to get businesses involved, especially with possibility of future recession. Maybe have employment office come in and discuss. Maybe a panel idea. Future agenda.

5. Information Sharing

a. Government Liaisons

- i. Grants Pass Councilor Lovelace provided updates on City Council activities including an approval of Spalding Industrial Plan and gave direction to staff to find new owners in the area – plan includes infrastructure updates and need to have new staff member for Economic Development/Urban Renewal; housing meeting recently with home builders and density overlay and bring to a workshop; at next meeting will discuss urban campground and getting program in place. Downtown task force working on discussions – might be good to have it come to this group.
- ii. Cave Junction Councilor Miles discussion on bylaws for CEDC. Provided updates on property in Cave Junction that the County foreclosed on. CJ requested that the County reimburse the city with \$225,000 to allow CJ to update parks. County agreed to the request.

b. Items from Staff

- i. No updates at this time.

c. Meeting recap and action items

- i. Recap on Airport, Broadband, Spalding Park Industrial Plan, and Youth workforce
- ii. What is the issue with getting a quorum? Including meeting composition – number of members, bylaws and quorum requirements, date and time of meeting. Shouldn't it go back to all three members not just the City? Would need to be a recommendation from the CEDC.

6. Future Agenda Building for Next Meeting: Update from John McCafferty.

Member Middelstadt: Work Rogue.com website still up and need conversation if this is a helpful tool for Economic Development? Would be happy to give presentation to committee on new DMO.

Member Mancuso: Would like to be sure to talking about restructuring CEDC.

Member Schaller: Josephine County Fair has a new division for the fair of STEM to promote and attract students and professionals to participate at the fair. Could tie in with CEDC looking to future for employees.

Member Gordon: Plan for possible future recession and strengthen community.

Member Engel: Inventory of housing and land possible for urban campgrounds specific to the County.

Vice Chair Swain – Industrial property inventory for future meeting.
Cave Junction Councilor Miles – Establish bylaws subcommittee to make recommendations and bring back to committee as a whole.

For July – Highest priority is committee structure. Also – how often are the recommendations from the committee are followed?

There is a call from the floor from City Manager Aaron Cubic to bring up a discussion on quorums before adjournment.

City Attorney Ogu reviewed quorum requirements, meeting law, and bylaws. Bylaws state need 8 to discuss business and have a “legal public meeting.” Only discuss business when you have a quorum. Discussion of “optics” of public meetings and public perception. Cannot have appearance of impropriety. Guidance on quorum – 8 for CEDC. Vacancies do not count toward full quorum. With 2 vacancies, 7 will be a quorum. City Attorney Ogu has bylaws dated April 25, 2022.

Committee request that the new bylaws be distributed.

7. Adjournment:

- i. Meeting adjourned at 4:30 pm

Next scheduled meeting: July 28, 2022

Minutes prepared by Donna Rupp, City Staff Liaison.