



General Board Meeting

Community Foundation Meeting Room

204 S. Oak St., Ukiah, CA

Video Conferencing Sites: 329 E Redwood Ave, Fort Bragg, CA

Video conference link: <https://zoom.us/j/5464503098>

By Phone - Dial: 408-638-0968

Meeting ID: 546-450-3098

Thursday, April 11, 2019 2:00 – 4:00pm

MINUTES

For information, or if you need disability modification or accommodation in order to participate in this meeting, please contact EDFC office 48 hours before the meeting at 707-234-5705.

1. **Call to Order 2:05** *Action*

2. **Roll Call of Board Members** *Action*
Present: John Haschak, Madge Strong, Shannon Riley, John Goldsmith, Barbara Burkey, Barbara Fishelson, Scott Perkins, Robert Hartline, Michael Derry
By video conference: Jeremy Logan, Minerva Flores, Ted Williams
Absent: Jesse Burnett, Sattie Clark, Kyala Shea, Patty Bruder, Teri Ullrich, Aaron Obenyah

Staff: Heather Gurewitz, Diann Simmons

3. **Changes/Modifications to Agenda** *Action*
None

4. **Introductions**
Wilder Herbertson, new Admin and Outreach Coordinator, introduced herself.
Everyone is welcome to visit our new office next door, after meeting.

5. **Public Comments/Correspondence/Public Expression**
N/A

6. **Consent:** *Action*
All consent items are acted upon by a single vote with no discussion, unless pulled from Consent and placed on the agenda as a regular item.

Approval of March 14th, 2019 Board Meeting Minutes



Economic Development & Financing Corporation

Correct spelling of Haschak; new summary version works for the board members.

Motion by Riley to approve the March 14th, 2019 Minutes with above corrections; **Seconded** by Haschak

Roll Call: Haschak- yes; Strong – yes; Riley – yes; Goldsmith – yes; Burkey – yes; Fishelson – yes; Perkins – yes; Flores – yes; Hartline – yes; Derry – yes; Logan – abstain

Motion Passed

7. **Jurisdiction Updates** John Goldsmith *Discussion*

Strong—Willits: Strong attended the Sonoma clean power meeting, found that the information presented was interesting and hopes to continue to represent the area in that field.

Riley—Ukiah: Construction starts on State St. housing improvements Jan 2020; there will be community forums May 2 & 9. The city is also acquiring 3 parcels on E. Gobbi for a housing project with mixed commercial and market rate units, possibly some affordable as well. This will be a long term lease with the developer, and proceeds will create a revolving loan fund for more housing projects in the future.

Perkins—Fort Bragg: Fort Bragg is presenting a grant application for relocation of the water line in the city to serve the north end of town. This would provide greater water pressure to the area, which could allow for economic development in the form of a hotel and potentially in-door cannabis.

Gurewitz—Mendocino County: The County, EDFC, and West have received notice of award of an EDA grant for resiliency; the county will hire an economic recovery and resiliency coordinator. EDFC will be creating a plan, while West does a digital remote consulting project. This is about recovery and resiliency, not new development. All five jurisdictions will receive the benefit of this project.

8. **Executive Director Report** Heather Gurewitz *Discussion*

EDFC was awarded funds by the Community Foundation for a Lender in the Community outreach program, also sponsored by Savings Bank of Mendocino County. This program started on April 23rd in Point Arena and ties in with our other loan program work. We have also been doing prep work to apply for a CDFI fund. This year we’re also applying for \$_____ in technical assistance funds, and will potentially hire a loan developer. [EDA funds \$50,000 for two years for EDFC’s portion (details above)?] Our new office relocation happened quickly with volunteer help from the California Conservation Corp. If anyone needs help accessing their Dropbox materials, ask.

ACTION ITEM: Diann will send out a step-by-step process of how to access Dropbox materials.

The Economic Summit Report has been finalized and distributed, and the County Economic Development Report will be complete by next week.

Question—Strong: Is EDFC still planning to come to the Willits city council?



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Gurewitz: Hasn't heard back from the City Manager as to whether they are interested in adopting the Digital infrastructure plan. She could combine a presentation about funding and the DI plan, and would appreciate help to get on the Willits Council agenda.

9. Financial Report

Heather Gurewitz

Discussion

a. March Financials

Gurewitz: handed out of Balance Sheet. Gurewitz said:

1. EDFC is doing well with available loan funds but is still waiting for response from EDA about a new RLF grant that we will combine with USDA IRP funds to create a new \$1M fund.
2. Profits and Losses: Good net income, there exist over \$350,000 in assets for lending
3. No salaries are listed due to the re-categorizing these costs as "payroll"

ACTION: Ask Franzen (bookkeeper) if there is any way to break this out into more detail.

4. Vacation accrual is for last year and an adjustment per auditor's requirements.
5. Budget to actuals: Gurewitz is still working on the best way to set it up. Overall, the balance is good but she hopes to be even more accurate next year.

Haschak: Haschak's question of Line 6700 led to discussion of details of USDA loan funds interest payments between him and Gurewitz.

Perkins: Suggested that adopting budget amendments in specific meetings could lead to a cleaner process, to which Gurewitz responded that that had been done in February but could be done again.

b. Loan Portfolio Report

In a loan committee meeting, \$50,000 had been committed to a new loan project. The client is not happy with the restrictions, and the matter will be brought back to committee.

ACTION: Diann will schedule a new loan committee meeting.

Inquiries and pre-applications have increased. EDFC has two loans that continue to be late and problematic. Interest income has contributed between 20 – 30% of the organization's total income.

Haschak: Had a question that led to a discussion on interest income which can be summarized as, "The more money that is deployed, the more interest is received; however, there is a constant loss of USDA funds as those funds time out, so there becomes less money to deploy."



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10. Acceptance March Financials

John Goldsmith

Discussion/Action

Motion by Burkey to approve the March 2019 Financials; **Seconded** by Strong

Roll-call: Haschak - yes; Strong – yes; Riley – yes; Goldsmith – yes; Burkey – yes; Fishleson – yes; Perkins – yes; Flores – yes; Hartline – yes; Derry – yes; Logan – yes; **Motion passed**

11. New Business

Heather Gurewitz

Discussion

a. Report on the California Association for Local Economic Development Conference

Burkey: said that she attended a talk on a tax deferred development to replace redevelopment program, that there were many great break-out group, and there were good networking opportunities for people from the North Coast.

Gurewitz: had found out about an iBank loan guarantee program.

b. Lender in the Community Program update

Gurewitz: explained that this program was about borrowing and credit building, that the program offers individual consultations, and that it will be publicized beforehand. The first workshop was in Point Arena; the other communities are to follow.

c. Ribbon-cutting event update

Gurewitz: the event will probably take place in June.

d. EDFC Activities Schedule

Simmons: County-wide meeting with CENIC

Gurewitz: council presentation, county presentation, potential annual performance report from EDFC, West, and Workforce Alliance

Haschak: workshop on economic development for the board? Williams and McCowen are also on the development committee.

12. Old Business

Heather Gurewitz

Discussion

a. **Retreat Logistics – May 17th:** Perkins can't attend so Bernie vice mayor will attend.

b. Sign-up for dates to attend Heather's presentations to the jurisdictions

c. **Update from County Counsel:** Shea explained the legal requirement for anyone invested \$2,000 or more to recuse themselves from any discussion or voting

d. **DPO Update:** The wool mill is still trying to get the equipment running. Donated funds could pay for repair person. Goldsmith is searching for one.

13. Next Meeting Date and Time

May 17th – Retreat in Fort Bragg – There will be no regular monthly meeting

14. Member Updates

Discussion

For members who have discussion items – limited to two minutes per topic



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Burkey—Point Arena: The first housing development in a decade is nearing completion. The city is also facing a 30% rate hike in water rates from a private water company.

Gurewitz: will look into the potential of using CDBG for a water system if the owner would sell to the City.

Perkins—Fort Bragg: is going to a water resiliency conference and will bring back information for Pt. Arena.

Riley--Ukiah: PACE is now doing seismic retrofitting

Strong—Willits: WELL had a very informative clean energy forum.

15. Adjourn at 3:45