

**WORK SESSION MINUTES**

**August 15, 2017**

10:30 a.m.

Commissioners' Office Conference Room

**PRESENT:** Commissioners Mary Starrett and Richard L. "Rick" Olson, Commissioner Stan Primozych being excused.

**STAFF:** Laura Tschabold, Ken Huffer, Christian Boenisch, and Carrie Martin.

**Guests:** Sean O'Day Renata Wakeley, Mike Jaffee, and Nicole Montesano, News Register.

**TOPIC:** Mid-Willamette Valley Council of Governments

---

Sean O'Day discussed what a council of governments' function is, how it is funded, and the scope of programs and services they provide. He said the Council of Governments was formed in 1957 as a regional planning agency and its primary services are community development, transportation, GIS, business lending, and member services. Mr. O'Day said their membership is made up of cities, counties, special districts and the Confederated Tribe of Grand Ronde, adding that membership dues are about 3% of MWVCOG's total revenue. He stated they are largely funded by fee for service and state and federal funds because of the transportation services they provide. Mr. O'Day continued to discuss the two separate membership dues for MWVCOG that Yamhill County paid for in fiscal year 2016-17 and the services they provided.

Renata Wakeley discussed MWVCOG's community development program. She shared with the board recent projects she has been a part of in Yamhill County including the City of Lafayette's urban growth boundary expansion, the successful adoption of the City of Dundee's renewal plan, and the City of Amity's water intake project. Ms. Wakeley said the City of Amity is needing to move their water intake point on the Yamhill River adding that this is a complex and long process that MWVCOG will be assisting the city with until completion. Ms. Wakeley stated her department works diligently with members on grant applications and administration, land use planning, housing rehabilitation, urban renewal area and plan development, ADA assessments, planning commissioner trainings, and also offers a wide range of technical expertise and representation at the state level as well.

Mike Jaffee talked about MWVCOG's transportation planning and geographic information system (GIS) services. He stated they receive federal funds for coordinated planning projects such as bike, pedestrian, signals, roads and buses. Mr. Jaffee discussed the Mid-Willamette Area Commission on Transportation (MWACTION), ConnectOregon IV grant, and the recent transit package that came out of the last legislative session with 2.4 million going to the City of Newberg and over \$400,000 going to Yamhill County Transit. Mr. Jaffee reviewed web-based GIS mapping application, US Census workshops and trainings, Oregon Department of Transportation (ODOT) project notification lists, and regional bike maps. He reviewed the most recent project to include the new custom web-based GIS mapping application for Yamhill County (Exhibit A).

Mr. O'Day went over the small business loan program (Exhibit B) stating MWVCOG has access to all major government loan programs such as Economic Development Association (EDA), United States Department of Agriculture (USDA), and Small Business Administration (SBA). He presented to the Board a handout reflecting the history of loans in Yamhill County through Valley Development Initiatives (Exhibit C) adding that this is a very important part of what they do. Mr. O'Day recapped highlighted member services such as executive level recruitments, charter review, customized training, new councilor orientation and trainings, technical assistance, CEO evaluation coordination and the overall desire to utilize whatever talents or expertise they have on staff to best serve their members. He reviewed a few service areas that MWVCOG is considering as they look to the future including human resource services, enhanced training, legal services to assist with land use, general governance, and telecommunications, enhanced grant services, and regional advocacy.

There being no other business, the meeting adjourned at 11:32 a.m.

Crystal Cox  
Secretary