SKAMANIA COUNTY
Economic Development Council

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North Bonneville Staff Report
July 2012

Business Startup Informational Calls, Visits and Packets Distributed:	7
Referrals to SCORE for business counseling:	3
Business Retention (ongoing):	24
Business Relocation:	0
EDC Loans	
Total Loans to Date:	66
Amount Loaned to Date:	$847,411
Loans Year to Date:	4
Amount Loaned Year to Date:	$66,701
Current SCEDC Revolving Private Loans:	14
Current Delinquent Loans:	2
Loans in Process:	0
WIF Loans/Grants	
Total Loans to Date:	50
Amount Loaned to Date:	$4,382,469
Total Grants to Date:	24
Total Amount Granted to Date:	$385,000
Loans Year to Date:	3
Amount Loaned Year to Date:	$198,185
Amount Granted Year to Date:	$0
Current WIF Revolving Public Loans:	6
Current WIF Revolving Private Loans:	9
Current Delinquent Loans:	0
Loans in Process:	0

EDC staff met with clients in the EDC offices as well as via telephone regarding start-up businesses. EDC director visited several businesses to discuss their concerns and need for assistance. SCEDC also worked closely with several businesses to provide business plan and financial assistance. EDC staff used Business Resource Center to aid clients in researching and applying for business licenses and to gather information from the state.

Activity Report:

July was a busy month for loans. The EDC loan committees approved 3 loans during the month. JDV Investments received a loan through the WIF (Washington Investment Fund) to build a drive up espresso shop. Also two USDA micro-loans were approved to Skamania Chiropractic & Rehabilitation (locating in Stevenson) and La Casa De Sabor who will be expanding to a larger location in Stevenson.

In addition the EDC has been working with MCEDD to put a website together in order to promote the WIB and OIB's work throughout the gorge. The EDC began planning for an entrepreneur workshop in September that will hopefully turn into a regular program that entrepreneurs will be able to utilize when

building businesses. The EDC is also co-sponsoring an Export Training that will be held at Skamania Lodge on August 6th and 7th as well as assisting with preparations for the Financial Fitness day in White Salmon in October (part of the Paul Allen grant received by a Skamania/Klickitat coalition). The Financial Fitness day will be for individuals as well as businesses.

We had several businesses visit the EDC in July requesting assistance ranging from licensing to property searches to financial help.

7/2/12

- Prepared annual report for Bear Creek grant
- Meeting with Scott Turnoy, of MCEDD, to discuss WIB/OIB website
- Discussion of loan request with business
- Prepared monthly statements and invoices

7/3/12

- Attended meet and greet with Senator Curtis King
- Attended document signing with lendee
- Submitted requests to WIB and Micro Loan Committees after additional research done on both loan requests
- Met with local individual interested in starting a non-profit

7/5/12

- Continued preparing annual reports for Bear Creek grant
- Discussion with Micro Loan committee and loan applicant
- Researched and followed up with individual on information for non-profit business
- Discussion with Sue Ripp, Jamie Tolfree and Paul Spencer on Bear Creek grant
- Preparation of new USDA Micro Loan request for a professional services business
- Began preparation and submission of monthly and quarterly tax documents
- Met with business owner to discuss questions on loan request

7/6/12

- Prepare for loan committee meeting
- Attended micro-loan committee meeting
- Discussion with business on micro-loan approval and next steps with USDA
- Sent e-mail request for WIB motion on a WIB loan request
- Prepared micro-loan documents for USDA review

7/9/12

- Met with business to get final documents for loan agreement
- Discussed and decided on approval of WIB loan request
- Prepared and submitted WIB certification documents to Gorge Commission for approval
- Prepared and submitted quarterly tax reports and payments
- Discussion with Red Carpet committee on event activities

7/10/12

- Attended the Washington Asset Building Coalition meeting in White Salmon
- Discussion of loan request with business and submittal of new micro-loan request to loan committee
- Preparation of loan documents

7/11/12

- Met with individual interested in purchasing a current business
- Updated CAT project list and submitted to County Commissioners for adoption
- Contacted company interested in expansion
- Prepared and submitted contract to SGPC administrator for review
- Reviewed Tax-Exempt Bond financing program
- Prepared a USDA quarterly grant report and submitted
- Follow up with Gorge Commission on loan approval

7/12/12

- Received changes for and continued work on USFS quarterly grant report
- Finalized site and other info for Entrepreneur workshop
- Reviewed available grants on Grant Station
- Began preparation of financials for board meeting

7/13/12

- Began search for speakers at Entrepreneur workshop
- Attended Paul Allen grant meeting to discuss Financial Summit workshop
- Met with ABC and MCEDD to discuss WIB/OIB combined website
- Continued work on board materials for monthly meeting
- Meeting with Scott Turnoy of MCEDD
- Working with business to get information for USDA review

7/16/12

- Prepared for and attended micro-loan committee meeting
- Finalized board documents and submitted them for Thursday's meeting
- Contacted business on their micro-loan request approval
- Site visit
- Finalized and submitted annual reports for Bear Creek grant

7/17/12

- Prepared loan docs
- Prepared USDA loan approval docs
- Contacted professionals to be a part of our August entrepreneur seminar

7/18/12

- Contacted local professionals to help with August entrepreneur seminar
- Submitted USDA loan docs for approval
- Discussed collateral with Title company
- Attended Interpretive Center meeting
- Discussed website proposal with Scott Turnoy of MCEDD
- Prepared for EDC Board meeting
- Continued preparation of loan docs for Micro loan

7/19/12

- Attended EDC Board meeting
- Meeting with business owner
- Preparation of loan documents for signing
- Discussed grant writing for PUD project

7/20/12

- Reviewed ideas for loan/grant request to WIB
- Finalized loan documents for USDA microloan signing today
- Prepared vouchers and deposits
- Met with business to sign loan documents

7/23/12

- Began preparation of loan docs for approved WIB loan
- Discussed necessary loan documents with Eric Nerdin at MCEDD
- Document filing for loans
- Prepared payment terms for possible loan request
- Discussion with Lodge on representatives for the Mai Tai event
- Discussion with Gorge Commission on Loan Certification Application

7/24/12

- Site visit
- Finalized SGPC contract for Forest Service grant
- Met with Jamie Tolfree on SGPC contract
- Began preparation of loan documents for approve USDA micro-loan
- Began preparation of Quarterly report for USDA RBEG grant

7/25/12

- Payroll
- Discussion on grant writing work for EDC
- Finalized and submitted quarterly USDA reports
- Worked on and discussed needed information and documents for multiple loans
- Began preparation of WIF (Washington Investment Fund) annual report

7/26/12

- Attended South Central Economic Symposium

7/27/12

- Met with local business owner
- Attended meeting with Sandy Seaman
- Finalized WIF loan docs
- Met with business man looking to relocate to Skamania County and interested in a loan
- Discussed 2 new businesses with individuals
- Loan signing for approved WIF loan

7/30/12

- Attended PUD meeting with USDA on possible project
- Finalized USDA loan documents
- USDA micro loan signing
- Finalized 2nd Quarter USDA reports and submitted
- Finalized 2nd Quarter Forest Service report and submitted

7/31/12

- Discussed work force training options with LUSB
- EDA scoring research for CEDS project ranking

- September workshop preparation
- Prepared vouchers and deposits
- Attended Red Carpet meeting on “Mai Tai” event