



Malheur County Development Corporation

Tuesday, March 5, 2024

10:00am (Mountain Time Zone)

Attendees: Grant Kitamura, Board Chair; Mike Walker, Board Member; Corey Maag, Board Member; Shawna Peterson, Executive Director; Taylor Rembowski, Economic Development for Malheur County; Pat Caldwell, Malheur Enterprise

Online Attendees: Kay Riley, Board Member; Ralph Poole, Board Member; Jason Pearson, Board Member; Emily Conlon, S Peterson Law; Steven Mitchell, Malheur Enterprise; Antonio Sunseri, Argus Observer

1. Call meeting to order.

Board Chair Grant Kitamura called the meeting to order at 10:00am.

2. Review and acceptance of previous meeting minutes.

Kay Riley made a motion to approve the February 20, 2024 meeting minutes. Jason Pearson seconded the motion and all present board members voted in favor.

3. Reports:

- a. **Update from Executive Director Shawna Peterson.** Executive Director Shawna Peterson gave an update to the board on the following:

ODOT Meeting – February 21, 2024: Executive Director Shawna Peterson met with ODOT on February 21st to discuss the proposed plan to move forward. ODOT gave positive feedback and conditional approval to move forward. The new business plan contains a list of milestones for the project; ODOT has tasked Peterson with coming up with a list of subpoints under these milestones, along with proposed dates for each milestone. Peterson has a draft list of next steps that she has prepared board discussion and consensus on next steps.

4. Action Items:

- a. **Discussion and Consensus on Next Steps.** The board discussed next steps and milestones for the project:
- Completion of Rail and Connection to Mainline
 - Executive Director Peterson will work on completion of earthwork, confirming materials are onsite, and coordination with UPRR.

Unanticipated agenda items may or may not be included.

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- Securing Operator Commitment
 - Kay Riley and Jason Pearson, and Taylor Rembowski will assist in exploring consultant contractors that will help with data analysis on shipping lanes and identification of potential operators.
- Securing Volume Commitment
 - Mike Walker will continue identifying structure options as well as continuing conversations with local stakeholders.
 - This item is dependent on securing an operator and will coincide with completing the updated business plan.
- Securing Railcar Availability
 - This will include sourcing options and developing a timeline.
 - This will include operator involvement.
- Updated Building and Construction Plan and Budget; Utility and Road Plan Updates
 - This item will be combined with updating the utility and road plan.
 - Mike Walker, Shawna Peterson, and Ralph Poole will work together on this item.
- Securing Financing
 - Requires updated plans and budget and includes identifying sources and quantifying collateral.
 - Corey Maag and Shawna Peterson will work on this item.
- Updated Business Plan
 - This item is ongoing and will be informed by data analysis and operator leads.
 - Mike Walker and Shawna Peterson will continue on this.

Executive Director Peterson will use this list to put together milestones for ODOT review and approval and, ultimately, an amendment to the grant agreement.

b. Approval of Invoices. None.

5. Next Meeting Agenda Build.

The next board meeting will be on March 19, 2024 at 10:00am at the Malheur County Courthouse. Agenda items will include an executive director update, financial report review, and time for board discussion.

6. Adjournment. Board Chair ended the meeting at 11:05am.

Unanticipated agenda items may or may not be included.

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