



**SCAPPOOSE**  
*Oregon*

## **Economic Development Committee Meeting Minutes**

**Scappoose City Hall, 33568 E Columbia Ave., Scappoose, OR 97056**

**July 18, 2019 12:00 – 1:15 pm**

### **Attendees:**

Len Waggoner, Susie Wilson, Christine Collins, George Hafeman, Brady Preheim, Michael Sykes, Laurie Oliver, Alex Rains, Huell White, Jeff Weiss, Jeannet Santiago

### **Absent:**

Phil Griffin, Alex Tardif, Scott Burge, Brian Rosenthal, Marty Baldwin, Larry Ericksen, Chuck Daughtry

1. **CALL TO ORDER** - The meeting was called to order at 12:10 by Chair Len Waggoner.

*General Discussion: There was some question as to whether or not CCET could provide a representative to attend the meetings since Chuck Daughtry had not been present for some time. Laurie shared that PCC obtained their grading permit that week and were moving forward with their project and that an inquiry meeting had been held regarding the addition of a brew pub at the Cinnamon Tree Property.*

1.1 Introductions – Chad from the coffee truck.

1.2 Meeting minutes from May 16<sup>th</sup>, 2019 approved – Brady made a motion and Christine seconded, approved unanimously.

1.3 Citizen Communication – none.

1. **New Business**

#### **2.1 Events Sub-Committee Update on Sauerkraut Festival:**

Susie Wilson, Chair of the Events Sub-Committee, began by passing out some information and noting that she was not a computer person and is super busy. She said that the Community Club still doesn't have a separate account for the event, and noted that as a result, they are still holding on to checks. She also noted that she still didn't have insurance numbers on the event liability coverage. She continued by stating that she was working to find out if the garbage and boxes will be donated, but still hasn't heard back. Susie then passed out copies of the budget. She said she was still looking into portable toilets and wasn't sure if they will be free or will have to be rented. She said that fencing might be free, but we will have to see. Entertainment might also be free, Hit Machine Unplugged has sponsors, the Big River Band is not charging, and we're still looking for additional sponsors to cover other entertainment. Additionally, she noted that they might be able to get a sponsor for sound equipment. Susie relayed that the Community Club paid \$100 in years past for electricity and that we'd be charging people enough for booth



# SCAPPOOSE *Oregon*

fees to cover those costs. Susie then said that they would be renting tables for the beer garden. Contest prizes, might be donated through Tumbleweed Studios. Dunk tanks are still in the works, and they will be used as a fundraiser for park benches. Susie also mentioned that they might have a line on cabbage bowling supplies, and they also might sponsor it. Susie shared the Festival posters she had made; the group was receptive to the design. She noted that they needed to determine the hours for the petting zoo. In addition to the posters, Susie mentioned that there would be event post cards made as well. At that point, Susie said she needed help with computer related stuff.

*Discussion: Brady noted he could help with computer issues relating to forms, letters to go out to vendors to confirm their approval and emails.*

Susie also said that there were checks that needed to be picked up from sponsors. Really, any amount of help would be much appreciated. Printing costs from her office are ramping up.

*Discussion: Len asked how is the community club was functioning in this event? Susie said it's too late to move away from them, we need them, but that they are not being very helpful. They refuse to help with anything.*

Michael Sykes commented that both Alex and Huell would be available to help, so please let them know how they can do so. He also noted that funds from the City will be on a reimbursement basis if that's the easiest way. Susie then went on to describe the "living room" set up, a place for people to rest and hear about the history of the festival. We have an MC and announcer for the day, she works at Ticor title. She said they would like more community sponsors. Some sponsors are donating booth space to others. Still waiting to discuss some details with Dave and Norm, she said they were putting together a laminated site plan.

## *General Discussion:*

*Christine asked Susie if we currently had \$3650 in checks, she answered yes. The question of insurance came up again, Susie said that she was waiting on a quote. In reference to the garbage pick-up, forms had been filled out and the Sub-Committee is waiting on a response. Christine offered to follow up on the portable toilets, she noted that she would request 12 plus wash stations. Susie went on to say that she wasn't sure how much those things would cost (since some of it might be donated). She also noted that payment was due immediately to the printer for the posters and post cards. She said she would provide those invoices to the City to be covered as part of the City's donation. There was a question regarding the total budget for the last Sauerkraut Festival and the answer was \$15,000. Susie noted that they were doing a much more scaled back version and did not intend on spending that much money. Community Club sign up sheets were passed out at that time so encourage EDC members to sign up. Susie then said she would not be organizing the event next year and asked who within the group might be interested or if the Committee as a whole would take it on? Additional questions asked during the discussion included whether or not booth fees should be raised and whether or not additional power/electricity could be offered to vendors in the future. Brady said he would call Dave and ask how much power Heritage Park currently had available, Susie mentioned that she's turned four vendors away because their power needs were too great. Jeannet noted her marketing*



# SCAPPOOSE *Oregon*

*efforts and mentioned that she has a press release ready to go and a Facebook page that has received lots of views and all positive responses. The Committee discussed what might happen should the Festival make money, the general consensus was that the Community Club could hold on to the funds for the next Festival. Christine asked if the group would want to continue with the Sauerkraut Festival or start a new tradition of sorts, maybe something like an October Fest? Susie wrapped up by discussing the location of booths for the event, some of which are a hold over from that morning's Saturday Market, she said Bill doesn't want to mix locations. Brady said he would contact Dairy Queen to discuss them providing Sauerkraut Ice Cream.*

To wrap up, Jeff Weiss made a motion to dedicate up to \$5,000 of the EDC's funds to the Sauerkraut Festival on an as needed (reimbursement) basis. Christine seconded and it was passed unanimously.

## **2.2 Updates**

None.

## **2.3 Cancel August Meeting?**

The Committee opted to meet in August in order to discuss Festival Planning.

## **2. Announcements and Next Meetings**

- August 15<sup>th</sup>, 2019
- September 19<sup>th</sup>, 2019 – Tour of Cascade Tissue
- Reappointments made by Council of EDC Members Christine Collins, Phil Griffin & Brian Rosenthal

## **3. Meeting Adjourned at 1:30.**