



Intergovernmental Agreement between Wasco County and Mid-Columbia Economic Development District

This Intergovernmental Agreement is made and entered into this 5th day of June, 2024, by and between Wasco County and Mid-Columbia Economic Development District (hereinafter referred to as MCEDD).

PURPOSE

MCEDD, working under the direction of the Wasco County Board of Commissioners and the Wasco County Economic Development Commission, will provide leadership and staff support for economic development activities in Wasco County, as outlined in MCEDD's Scope of Work listed below,

MCEDD, as directed by the Wasco County Board of Commissioners, will be responsible to the Wasco County Economic Development Commission (WCEDC) for the following areas:

1. MCEDD will work closely with the Chair of the WCEDC to prepare an annual calendar of meetings as well as the agendas for each meeting, take minutes at the meetings, and make the arrangements for all scheduled meetings of the WCEDC; and
2. MCEDD will communicate with WCEDC members, County Commissioners and other entities in Wasco County; and
3. MCEDD will work with employees of Wasco County to maintain a website that shows the calendar of events as it pertains to the WCEDC; and
4. MCEDD will assign staff to support the WCEDC; and
5. MCEDD will work closely with the WCEDC to complete regular updates to the Wasco County Economic Development Strategic Action Plan to ensure the accuracy of information presented in the plan; and
6. MCEDD will work closely with the members of the WCEDC to determine a long-term scope of work for the MCEDD staff assigned to work with the WCEDC, and for the WCEDC; and
7. MCEDD will work closely with the WCEDC to gather, review and prioritize Wasco County economic development projects; and
8. MCEDD staff will be available to provide economic development assistance in Wasco County by providing assistance in grant writing, project development, and the acquisition of resources from supporting organizations; and
9. MCEDD will work closely with the members of the WCEDC to develop and implement WCEDC committee work plans focused on moving priority projects forward and building community capacity for economic development and project implementation;

10. MCEDD will serve as point of contact for Wasco County for all economic development information requests and make referrals as needed to community partners; and
11. The Executive Director, or a designee at MCEDD, will be available to report quarterly to the Wasco County Board of Commissioners on the activities of the Wasco County Economic Development Commission or as requested by the Wasco County Board of Commissioners; and

PERSONNEL:

Jessica Metta shall be designated as MCEDD's Primary Contact Person for the purposes of this Agreement. This Project Administrator shall be responsible for management of MCEDD's day to day administrative activities under this Agreement, and for apprising and updating the Wasco County Board of Commissioners and the Wasco County Economic Development Commission.

WASCO COUNTY'S RESPONSIBILITIES:

Wasco County will be responsible for being the Fiscal Agent for all grants received by Wasco County. In consideration for services rendered under this agreement, Wasco County will provide MCEDD Fifty-Five Thousand Dollars (\$55,000) during Fiscal Year 2025 payable on September 30, 2024. This Agreement may be terminated within thirty (30) days in writing if funding is no longer available. This Agreement shall remain in effect until June 30, 2025.

APPROVED this 5th Day of June, 2024.

MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT

Jessica Metta, Executive Director

WASCO COUNTY BOARD OF COMMISSIONERS

Steven D. Kramer, Commission Chair

Scott C. Hege, Vice-Chair

APPROVED AS TO FORM:

Kristen Campbell, County Counsel

Phil Brady, County Commissioner