



Clackamas, Hood River, and Wasco Counties

Board Meeting
June 18, 2026
9:00 – 10:00 a.m.

Zoom option: <https://us06web.zoom.us/j/88126767785>
Or call: 253-205-0468, Meeting ID: 881 8676 7785
In-person option: 802 Chenoweth Loop, The Dalles, OR 97058

AGENDA

Topic	Estimated Time	Item
Call to Order, Introductions		
Clackamas County Member Vacancy	5 minutes	Decision
Minutes: Feb. & Mar. 2026	2 minutes	Approval
Financial Report	2 minutes	Approval
Presentation of FY 2027 Budget; Public Hearing	10 minutes	Discussion
Approval of FY 2027 MHEA Budget Resolution 2026-1, Adopting the FY July 1, 2026 – June 30, 2027 Budget	2 minutes	Approval
MCEDD Contract Renewal	5 minutes	Decision
Board Officer Election	2 minutes	Decision
Funded Loan Updates	10 minutes	Information
<i>Frutas Locas, Vibe Consignment, Clay Commons</i>		
<i>Executive Session per ORS 192.660(2)(f) (Exempt Documents)</i>		
<i>Regular Session Reconvened</i>		
Loan Actions	5 minutes	Decision
Staff Updates	5 minutes	Information
Other New Business, Good of the Order		
Adjourn		

The meeting location is accessible to persons with disabilities. If you have a disability that requires any special materials, services or assistance please contact MCEDD at (541) 296-2266 at least 48 hours before the meeting so arrangements for appropriate accommodations can be made.

Executive Session Protocol
Mount Hood Economic Alliance (MHEA) Board

After discussion agenda items are presented in open session by MHEA staff, the MHEA Chair will state the following: "Pursuant to ORS 192.660(2)(f), Exempt Documents, I call the Executivesession of the Mount Hood Economic Alliance to order"

MHEA Chair asks all non-staff and non MHEA members to leave the meeting, except that representatives of the news media are allowed to attend but cannot disclose any information. Staff will explain to visitors where they can wait and that they will be invited into Executive Session when their agenda item will be discussed.

For each discussion item on the agenda for Executive Session, the MHEA Chair will follow the following procedural steps:

1. Invite the loan applicant (or their representative) into the Executive Session for the presentation of their loan request. MHEA Chair requests a brief presentation from MHEA staff on a summary of the loan proposal or other discussion item.
2. After presentation of information by staff, the MHEA Chair asks if there are any questions for the loan applicant or MHEA staff.
3. Following questions and discussion by the MHEA, the loan applicant (and/or their representative) is asked to leave Executive Session with instruction that they will be invited into the Open session when Executive Session is adjourned.
4. MHEA Chair asks MHEA members if there is any discussion related to loan request that needs to take place before inviting the next loan applicant or other persons in to Executive Session for the next discussion item.
5. Additional discussion between the MHEA members takes place then Steps 1-5 are repeated for each following discussion item for Executive Session.

At the end of discussion, the MHEA chair will close the Executive Session. The MHEA moves back to open session. At this point, the MHEA Chair can ask for a motion of the decision items in open session. Open session is when the MHEA can make decisions on agenda items.

Memorandum

To: Mount Hood Economic Alliance Board of Directors

From: Jessica Metta, MCEDD Executive Director

Re: Clackamas County Member Vacancy

Date: June 11, 2026

Overview

In March, James Graham stepped down from the MHEA Board as one of our Clackamas County representatives when he moved out of the area. We posted the position and conducted outreach to our Clackamas County members, Small Business Development Center, Clackamas County staff, and in our newsletter. We have received one application for the role from Jon Legarza. His application is included in the packet.

Per the MHEA Bylaws: “Clackamas County has authorized the Clackamas County representatives on the Board of Directors to appoint six (6) people on Clackamas County’s behalf. Each County, or the Board of Directors for Clackamas County, shall undertake their best efforts to select appointees that represent the private business sector, rural interests, and local government.”

Options

The sitting Clackamas County members can choose to appoint Jon to the vacancy or reopen the application period.

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BOARD MEMBER APPLICATION

Name: Jon Legarza

Physical Address: [REDACTED] Wilsonville, OR 97070

Mailing Address: Same

Phone: 702-[REDACTED] Email: jon@hscommunities.com

Occupation: Principal at Healthy Sustainable Communities

Please attach a brief resume with your application.

1. List any government committees, commissions, or boards on which you have served:

N/A

2. List any civic or service organizations on which you have served:

N/A

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3. Briefly describe why you are interested in this appointment:

Our firm providing fractional economic development support to cities, counties and other governmental agencies in the Pacific NW.

4. Please describe what you will do to support the work of MHEA:

We work closely with several cities in the MHEA region and their business community. I believe we can bring awareness to more opportunities for MHEA programs.

**Return your resume and this form to the address below
or via email to mcedd@mcedd.org**



JON LEGARZA

✉ jon@hscommunities.com

☎ (702) [REDACTED]

📄 linkedin.com/in/jonlegarza

📍 Wilsonville, Oregon

BRIEF WORK EXPERIENCE (see full resume at end)

PRINCIPAL

Apr. 2020 - Present

HEALTHY SUSTAINABLE COMMUNITIES

As principal of Healthy Sustainable Communities, I lead a talented and bright team of associates and partners that help public and private entities achieve their goals.

ECONOMIC DEVELOPMENT COORDINATOR/MANAGER

Nov. 2017 - June 2021

CLACKAMAS COUNTY

As an Economic Development Manager and Coordinator for Clackamas County, I led a creative team that helped the County achieve its economic goals.

STRATEGIC PROJECTS MANAGER

Oct. 2015 - Nov. 2017

MULTNOMAH COUNTY

As a Strategic Project Manager at Multnomah County, I led cross-department, multi-level efforts to modernize, update, and reposition county facilities.

MANAGING PARTNER

May 2010 - May 2015

URBAN PIONEER PROPERTIES

As Managing Partner of Urban Pioneer Properties, I oversaw and led projects across four states representing both for-profit and nonprofit owners.

SENIOR VICE-PRESIDENT

May 1997 - May 2010

AMERICAN NEVADA CORPORATION

As Senior Vice President of Commercial Development at the American Nevada Corporation, I oversaw numerous projects from inception to completion.

ORGANIZATIONS

NAIOP, COMMERCIAL REAL ESTATE
DEVELOPMENT ASSOCIATION

URBAN LAND INSTITUTE

SKILLS

FINANCIAL ANALYSIS

COLLABORATIVE LEADERSHIP

ECONOMIC DEVELOPMENT

STRATEGIC ANALYSIS

ECONOMIC DEVELOPMENT COURSES

NDC - Mixed Use Real Estate Finance

NDC - Economic Development Finance

NDC - Business Credit Analysis

IEDC - Ethics

IEDC - Managing Economic Development Organizations

National Development Council (NDC)

International Economic Development Council
(IEDC)

**MOUNT HOOD ECONOMIC ALLIANCE
BOARD MEETING MINUTES
Thursday February 19, 2026, 9:00 am
Zoom Teleconference
In Person Option: 802 Chenoweth Loop Rd, The Dalles, OR 97058**

ATTENDANCE

MHEA Members: Renate Mengelberg, Jill Amery, Ed Weather, Pam Gramenz, Kristin Talamantez, Matt Lorenzen, James Graham, Scott Hege

Staff: Jessica Metta (Executive Director), Ami Beaver (Loan Fund Manager), Leana Kinley (Finance Manager), Allan San Juan (Loan Servicing Specialist)

CALL TO ORDER / INTRODUCTIONS

Renate Mengelberg called the meeting to order at 9:02 am. There was a quorum present.

MINUTES APPROVAL

Document referenced: October 16, 2025, MHEA Meeting Minutes

Renate Mengelberg asked for any questions, comments or changes to the October 2025 minutes.

There were none.

Motion: Ed Weathers motioned to approve the October 16, 2025, minutes as presented. James Graham seconded the motion

Approved by: Renate Mengelberg, Jill Amery, Ed Weather, Pam Gramenz, Kristin Talamantez, James Graham

Opposed by: None

FINANCIAL REPORT

Document Referenced: January 2026 MHEA Balance Sheet and Profit & Loss Reports.

Leana Kinley, MCEDD's Finance Manager, gave a brief update on the financial report which was included for the Board to review. She noted the FY25 audit is almost complete. There were no questions.

LOAN MODIFICATION REQUEST: TORTI-YES, LLC

Document Referenced: Confidential loan modification requests material for Torti-Yes, LLC

Ami Beaver asked to enter Executive Session to share confidential information for the loan modification requests for Torti-Yes, LLC.

Matt Lorenzen & Scott Hege joined the meeting at 09:05 am.

EXECUTIVE SESSION

Executive Session, per ORS 192.660 (f) (Exempt Documents) was called to order at 09:05 am.

Renate Mengelberg read aloud the full requirements pertaining to Executive Session.

Regular sessions reconvened 09:45 at am.

LOAN ACTION: TORTI-YES, LLC

Motion: Matt Lorenzen motioned to approve the loan modification request to provide interest-only payments for three months and extend the loan schedule by three months. Scott Hege seconded the motion.

Approved by: Renate Mengelberg, Jill Amery, Ed Weather, Pam Gramenz, Kristin Talamantez, Matt Lorenzen, James Graham, Scott Hege

Opposed by: None

ANNUAL RISK RATING REPORT REVIEW

Ami Beaver presented the new portfolio risk assessment report and asked the board for feedback on its format, content, and overall presentation. Staff reviewed four primary evaluation criteria used to assess each loan debt service coverage ratio, discounted collateral coverage, adjusted personal net worth, and repayment record. The information was compiled into a risk tier guide to illustrate where each borrower falls within the portfolio. Overall, there were no significant surprises in the results and borrowers generally landed in the expected risk categories. Ami stated that the portfolio is performing well, and although many borrowers fall within the moderate risk category, several are close to transitioning into the low-risk tier with minor improvements. The report included individual loan summaries along with broader portfolio level information and anticipated upcoming business developments. This is the first of MCEDD's portfolios undergoing this risk-tier analysis and was selected due to its smaller size. Ami asked for feedback on the report's presentation and encouraged the board to suggest adjustments for future portfolios.

Discussion: Renate noted we might identify which loans were microloans versus standard loans because of their different collateral requirements. The Board thanked staff for their work on this.

STAFF UPDATES

Jessica let the group know that Ami Beaver was invited to attend a business support event in Sandy, Oregon. However, due to illness, staff attendance was not possible. Flyers will be sent with the event organizers to ensure information about the loan program is distributed. Board members were invited to attend, and flyers will be provided for anyone interested. The event is being organized by the City of Sandy. Jessica also provided an update regarding ongoing efforts to identify additional loan funding sources, particularly to support borrowers without Social Security numbers. Overall, lending inquiries are currently low due to broader economic conditions. Jessica mentioned that James Graham raised the idea of selling the portfolio as a strategy to generate additional capital for lending. Follow-up conversations were held with James to better understand the proposal, and outreach was conducted with several economic development districts in Oregon that operate revolving loan funds to determine whether they have pursued similar strategies. The consensus from these discussions was that selling the portfolio to a secondary lender would likely result in a financial loss, as loans are typically sold at a discount.

ADJOURNMENT

Renate Mengelberg adjourned the meeting at 9:50 am.

Respectfully submitted by Allan San Juan, Loan Servicing Specialist

**MOUNT HOOD ECONOMIC ALLIANCE
BOARD MEETING MINUTES
Thursday March 19, 2026, 9:00 am
Zoom Teleconference
In Person Option: 802 Chenoweth Loop Rd, The Dalles, OR 97058**

ATTENDANCE

MHEA Members: Renate Mengelberg, Ed Weather, Jill Amery, Kristin Talamantez, Nate DeVol, Katie Kadlub, Scott Hege

Staff: Jessica Metta (Executive Director), Leana Kinley (Finance Manager), Allan San Juan (Loan Servicing Specialist)

CALL TO ORDER / INTRODUCTIONS

Renate Mengelberg called the meeting to order at 9:00 am. There was a quorum present.

FY25 AUDIT RECEIPT AND PLAN OF ACTION

Leana Kinley gave an update about the audit being completed successfully with no major issues identified. The only item noted was a material weakness related to the use of QuickBooks, as the system allows for relatively easy modifications to financial data. As a recommended mitigation, the auditor suggested generating and maintaining an audit trail. Leana mentioned that a QuickBooks audit trail report will be printed and included as part of the monthly reconciliation process. This report will be attached for review each month to help ensure transparency and accountability.

Motion: Katie Kadlub motioned to approve the plan of action as presented. The motion was seconded by Scott Hege.

Approved by: Renate Mengelberg, Ed Weather, Jill Amery, Kristin Talamantez, Nate DeVol, Katie Kadlub, Scott Hege

Opposed by: None

OTHER NEWS, GOOD OF THE ORDER

Jessica Metta noted that James Graham stepped down from his role as a Clackamas County representative due to moving outside of the area. The vacant position must be filled with a representative from Clackamas County. Jessica mentioned that the position is open to candidates from all areas within Clackamas County. She will be posting the vacancy publicly and conducting targeted outreach to support recruitment efforts. An email will be sent to Clackamas County members once the position is posted, and board members were encouraged to assist by referring potential candidates to apply.

ADJOURNMENT

Renate Mengelberg adjourned the meeting at 9:05 am.

Respectfully submitted by Allan San Juan, Loan Servicing Specialist

Mt. Hood Economic Alliance
Balance Sheet Prev Year Comparison
As of May 31, 2026

	May 31, 26	May 31, 25	\$ Change	% Change	
ASSETS					
Current Assets					
Checking/Savings					
MHEA Ck - Umpqua Bank #4192	61,801.56	70,091.82	-8,290.26	-11.8%	
MHEA LGIP Account	183,085.05	112,330.87	70,754.18	63.0%	
MHEA MMA - Umpqua Bank #0836	350,074.46	350,067.42	7.04	0.0%	<--Reserves not available for lending.
Total Checking/Savings	594,961.07	532,490.11	62,470.96	11.7%	
Other Current Assets	244,886.61	182,422.69			<--Balance w/o reserves.
MHEA Loan Payments Holding	1,369.60	3,741.37	-2,371.77	-63.4%	
MHEA Loans Receivable	706,362.01	758,092.54	-51,730.53	-6.8%	
Total Other Current Assets	707,731.61	761,833.91	-54,102.30	-7.1%	
Total Current Assets	1,302,692.68	1,294,324.02	8,368.66	0.7%	
TOTAL ASSETS	1,302,692.68	1,294,324.02	8,368.66	0.7%	
LIABILITIES & EQUITY					
Liabilities					
Current Liabilities					
Accounts Payable					
Accounts Payable	0.00	29,326.58	-29,326.58	-100.0%	
Total Accounts Payable	0.00	29,326.58	-29,326.58	-100.0%	
Total Current Liabilities	0.00	29,326.58	-29,326.58	-100.0%	
Total Liabilities	0.00	29,326.58	-29,326.58	-100.0%	
Equity					
Fund Balance	543,176.15	543,176.15	0.00	0.0%	
Opening Balance Equity	685,486.21	685,486.21	0.00	0.0%	
Retained Earnings	38,208.71	13,792.36	24,416.35	177.0%	
Net Income	35,821.61	22,542.72	13,278.89	58.9%	
Total Equity	1,302,692.68	1,264,997.44	37,695.24	3.0%	
TOTAL LIABILITIES & EQUITY	1,302,692.68	1,294,324.02	8,368.66	0.7%	Overall change remains on an increaseing trend.

9:25 AM

06/03/26

Accrual Basis

Mt. Hood Economic Alliance
Profit & Loss Budget vs. Actual
July 2025 through May 2026

	Jul '25 - May 26	Budget	\$ Over Budget	% of Budget
Ordinary Income/Expense				
Income				
Interest Earned	9,770.83	7,200.00	2,570.83	135.7%
Loan Filing Fee	49.84	375.00	-325.16	13.3%
Loan Interest	46,413.59	64,493.05	-18,079.46	72.0%
Loan Late Fees	626.06	0.00	626.06	100.0%
Loan Processing Fee	705.01	2,062.50	-1,357.49	34.2%
Sales	0.00	0.00	0.00	0.0%
Total Income	57,565.33	74,130.55	-16,565.22	77.7%
Expense				
Advertising and Promotion	0.00	187.50	-187.50	0.0%
Bank Service Charges	478.05	504.00	-25.95	94.9%
Computer and Internet Expenses	0.00	25.00	-25.00	0.0%
Credit Report	0.00	187.50	-187.50	0.0%
Filing Fees	15.00	187.50	-172.50	8.0%
Legal	105.00	750.00	-645.00	14.0%
Professional Fees	21,144.07	28,857.00	-7,712.93	73.3%
Travel Expense	1.60	300.00	-298.40	0.5%
Total Expense	21,743.72	30,998.50	-9,254.78	70.1%
Net Ordinary Income	35,821.61	43,132.05	-7,310.44	83.1%
Other Income/Expense				
Other Expense				
Bad Debt Expense	0.00	0.00	0.00	0.0%
Total Other Expense	0.00	0.00	0.00	0.0%
Net Other Income	0.00	0.00	0.00	0.0%
Net Income	35,821.61	43,132.05	-7,310.44	83.1%

Mt. Hood Economic Alliance
FY27 Budget Recommended by the Budget Committee

**MOUNT HOOD ECONOMIC ALLIANCE
RESOLUTION 2026-1**

**ADOPTING THE ANNUAL BUDGET FOR FISCAL YEAR 2027
(JULY 1, 2026 – JUNE 30, 2027)**

WHEREAS, on May 21, 2026, the Mount Hood Economic Alliance Budget Committee reviewed and recommended adoption of the Fiscal Year 2027 budget to the Board of Directors; and

WHEREAS, the Board of Directors has reviewed and had an opportunity to hear public comment on the Budget at their June 18, 2026, Board meeting.

NOW THEREFORE, BE IT RESOLVED:

1. The Board of Directors of Mount Hood Economic Alliance hereby adopts the budget for fiscal year 2027 AS APPROVED AND RECOMMENDED BY THE Budget committee; and
2. The following amounts are hereby appropriated for the purposes specified for the Fiscal Year beginning the 1st of July 2026.

EXPENDITURES:	
MATERIALS AND SERVICES	27,774
REVOLVING LOAN FUND	302,696
TOTAL EXPENDITURES	330,470

PASSED AND APPROVED this 18th day of June 2026.

ATTEST:

**MOUNT HOOD ECONOMIC
ALLIANCE**

Jessica Metta, MCEDD Executive Director

Renate Mengleberg, Chair

Memorandum

To: Mount Hood Economic Alliance Board of Directors

From: Jessica Metta, MCEDD Executive Director

Re: MCEDD Administration Contract

Date: June 18, 2026

Overview

Since 2020, MHEA has contracted with MCEDD annually for administration of its loan program. We are requesting a change with the FY27 contract where billing moves from \$75 per hour to covering time and materials. This would allow us to better cover our current expenses. The contract would still retain the \$25,000 not-to-exceed level. A draft contract follows with edits shown using strike and underline.

PERSONAL SERVICES CONTRACT

This Personal Services Contract is made by and between MID-COLUMBIA ECONOMIC DEVELOPMENT DISTRICT hereinafter referred to as "MCEDD" and MOUNT HOOD ECONOMIC ALLIANCE hereinafter referred to as "MHEA." The terms of the Contract are as follows:

1. Services to be Provided by the Parties

- A. The MCEDD will provide the services and personnel to complete in a satisfactory and proper manner as determined by MHEA the work activities described in the Scope of Work in Exhibit A to this Contract.
- B. The MHEA will provide such assistance and guidance as may be required to support the objectives set forth in the Scope of Work and will provide compensation for services as set forth in Section 2 below.

2. Consideration

MCEDD will invoice the MHEA at the end of each month that expenses were incurred. Invoices are payable within 30 days. The MHEA agrees to compensate MCEDD as follows:

- A. The MHEA will compensate MCEDD for services performed under this agreement monthly for actual hours worked during the preceding calendar month on a time-and-materials basis ~~at the rate of \$75/hour~~, not to exceed a total of twenty-five thousand (\$25,000) Dollars of interest, fee revenue, or other revenue earned by Contractor, during the term of this Contract, on the MHEA revolving loan funds. Payment will not come from MHEA principal available to loan.
- B. Reimbursement to MCEDD for MHEA expenses on a direct reimbursement basis; and
- C. Reimbursement to MCEDD for travel specific to this contract at the standard IRS mileage rate. Reimbursement for travel will also include parking, tolls, meals, and similar incidental items incurred during these trips.

3. Copyright and Document Ownership and Use

No report, maps, or documents produced in whole or in part under this Contract shall be subject of an application for copyright by or on behalf of the MCEDD. All reports, maps, documents and other materials produced by the MCEDD in association with services provided under this Contract shall become the property of MHEA.

4. Term

Subject to other Contract provisions, the period of performance under this Contract will be from July 1, 2026 ~~2025~~ to June 30, 2027 ~~2026~~, unless sooner terminated as provided herein.

5. Insurance Requirements

MCEDD shall obtain and maintain insurance of the types and amounts required by MHEA, as listed in Exhibit B. MCEDD will include MHEA as an additional insured.

6. Relationship

The relationship of the MCEDD to the MHEA shall be that of an independent consultant rendering professional services. The MCEDD shall have no authority to execute contracts or to make commitments on behalf of the MHEA and nothing contained herein shall be deemed to create the relationship of employer and employee or principal and agent between the MHEA and the MCEDD. The MCEDD shall be and herein declares that MCEDD is an independent contractor for all purposes and shall be entitled to no compensation other than the compensation provided for under this Contract.

7. Notices

If to MCEDD:	Executive Director Mid-Columbia Economic Development District 802 Chenoweth Loop Road The Dalles, OR 97058
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If to MHEA:	Board Chair Mount Hood Economic Alliance 2263 Gilman Dr. Oregon City, OR 97045
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8. Personal Services Contract Modifications

The MCEDD and MHEA may, from time to time, request changes to this Contract or its provisions. Any such changes that are mutually agreed to by the MCEDD and MHEA shall be incorporated herein by written amendment to this Contract. It is agreed and understood that no material or substantive alteration or variation in the terms of this Contract shall be valid unless made in writing and signed by all parties to this Contract. Any oral understanding or agreements shall not be binding unless made in writing and signed by all parties to this Contract.

9. Suspension or Termination

This Contract may be suspended or terminated if MCEDD materially fails to comply with any terms of this Contract. This Contract may also be terminated for convenience upon written notification by either party with a minimum notice of 30 calendar days. In the event of Contract termination for convenience, MCEDD shall be due payment for all work completed by the time of termination

10. No Implied Waiver

No failure on the part of the parties hereto to insist upon the strict performance of any provision of this Contract or to exercise any right called for in this Contract shall constitute a waiver of the provision of this Contract or the rights of the parties hereto.

11. Attorney's Fees

The prevailing party in any dispute arising from this Contract shall be entitled to

recover from the other its reasonable attorney's fees at trial or an appeal.

12. Assignment

No party may assign this Contract without obtaining written consent from the other parties

13. Indemnification

Each party shall be responsible for their own acts and omissions and shall not be responsible for the acts and omissions of the other party in carrying out this Contract. Each party agrees to indemnify and hold harmless the other party against all actions, claims or demands whatsoever including costs, expenses and attorney fees to which the other party may be put out arising out of each party's negligent acts and omissions during the performance of this Contract.

14. Severability

If one or more of the provisions in this Contract are deemed void by law, then the remaining provisions will continue in full force and effect.

15. Entire Agreement

This Contract constitutes the entire agreement between parties. There are no understandings, agreements or representations, oral or written not specified herein regarding this Contract. Any waiver or consent, if made, shall be effective only in the specific instance and for the specific purpose given.

The attachments to this contract are identified as follows: Exhibit A, Scope of Work, consisting of (1) page(s).
Exhibit B, Insurance, consisting of (1) page(s)

IN WITNESS WHEREOF: MCEDD and the MHEA have signed the above Contract this ____ day of June 2025.

MCEDD:
MID-COLUMBIA ECONOMIC
DEVELOPMENT DISTRICT

By _____
Jessica Metta
Executive Director

Date:

MHEA:
MOUNT HOOD ECONOMIC ALLIANCE

By _____
Renate Mengelberg
Board Chair

Date: _____

Exhibit A

Scope of Work

MCEDD will provide the personnel, resources and tools to successfully complete the following tasks:

1. Management of the MHEA Loan Program:
 - a. Review project proposals, applications, financials, and project feasibility with prospective loan clients.
 - b. Prepare and present credit analysis of prospective loan clients to Alliance Board for their decision-making.
 - c. Prepare and complete loan closing documents.
 - d. Monitor performance of loan clients and work to ensure accounts are kept current.
2. Marketing of MHEA Loan Program throughout Clackamas, Hood River and Wasco Counties through outreach with partners and likely loan referral sources.
3. Management of MHEA finances with quarterly reports, budget development and assistance with the annual audit.
4. Administration of Board meetings on an as-needed basis to address loans or regular Board business, as well as management of Board of Director appointments.
5. Coordination with economic development partners in Clackamas, Hood River and Wasco Counties.

Memorandum

To: Mount Hood Economic Alliance Board of Directors

From: Jessica Metta, MCEDD Executive Director

Re: Board Officers

Date: June 11, 2026

Overview

Annually at the June meeting, the MHEA Board appoints officers. Current officers are Renate Mengelberg as Chair, Nate DeVol as Vice Chair, and Kristin Talamantez as Secretary/ Treasurer.

Per the MHEA Bylaws:

Section 4. Officers:

- A. Members of the Board shall meet and elect a chair, vice-chair and secretary/ treasurer. The chair, vice-chair and secretary/ treasurer shall serve for one (1) year and are eligible for re-election.
- B. Officers shall be elected annually at the regularly scheduled annual meeting of the Board.
- C. If the office of Chair, Vice-Chair or Secretary/ Treasurer becomes vacant, the Board shall elect a successor, who shall serve the unexpired term of the predecessor.

Section 4. Chair: Except as otherwise provided herein, the Chair shall have the duties and powers to:

- A. Call and preside over deliberations of Board meetings;
- B. Direct the preparation and distribution of an agenda for all Board meetings;
- C. Vote on all questions before the Board;
- D. Call special meetings of the Board in accordance with these bylaws;
- E. Sign all resolutions or other documents memorializing Board actions;
- F. Establish Board committees and appoint chairs thereof.

Section 5. Vice-Chair: During the absence, disability or disqualification of the Chair, the Vice-Chair shall exercise or perform all the duties and be subject to all the responsibilities of the Chair.

Section 6. Secretary/ Treasurer: During the absence, disability or disqualification of the Chair and Vice Chair, the Secretary/ Treasurer shall exercise or perform all the duties and be subject to all the responsibilities of the Chair and Vice-Chair. In the absence of the Chair, Vice-Chair and Secretary/ Treasurer, the remaining members present shall elect an acting Chair.