



Loan Program Advisory Committee Meeting Packet

**April 23, 2026
9:00 – 9:30 am**

**IN PERSON:
Corvallis COG Office
1121 NW 9th ST,
Corvallis, OR 97330
or Virtual Via Microsoft
Teams Technologies by
Clicking [HERE](#)**

Meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at amuzchenko@ocwcog.org, forty-eight (48) hours prior to the meeting.



LOAN PROGRAM ADVISORY COMMITTEE MEETING AGENDA
Thursday, April 23, 2026
9:00 – 9:30 am

In Person at OCWCOG Corvallis Office:
1121 NW 9th Street, Corvallis, Oregon 97330
or via Teams by clicking [HERE](#)

NOTE: Please contact Ashlyn Muzechenko at amuzechenko@ocwcog.org, no later than noon on Wednesday, April 22nd, in order to confirm your attendance.

1. **Welcome/Call to Order** (Chair, Commissioner Pat Malone)
(9:00 – 9:05 am)

Introductions for all in attendance.

2. **Consent Calendar** (Chair, Commissioner Pat Malone)
(9:05 – 9:10 am)

- a) Approval of Loan Program Advisory Committee (LPAC) meeting minutes for February 27, 2025.
([page number 03](#))

ACTION: Motion to approve Consent Calendar items.

3. **LPAC 101: Member Orientation** (Staff, Didi Aho)
(9:10 – 9:15am)

Staff to provide walkthrough of the LPAC New Member Binder and give an overview of the OCWCOG Lending Program which supports LPAC. Hard or electronic copies of the LPAC New Member Binder can be requested from Ashlyn by email amuzechenko@ocwcog.org. ([page number 06](#))

ACTION: Information only.

4. **Program Update & Activity Report** (Staff, Didi Aho)
Staff Didi Aho will provide a program update and activity report. ([page number 13](#))
(9:15 – 9:30 am)

ACTION: Information only.

5. **Adjournment**
(9:30 pm)

The next regularly scheduled LPAC meeting will be on Thursday, June 25, 2026.

OREGON CASCADES WEST COUNCIL OF GOVERNMENTS
LOAN PROGRAM ADVISORY COMMITTEE MEETING

Thursday, February 27, 2025
IN PERSON: Albany ABC Conference Room
or virtually via Microsoft Teams

Attendees: Benton County Commissioner Pat Malone, Waldport Councilor Rick Booth, Lincoln County Commissioner Claire Hall, and City of Albany Mayor Alex Johnson.

Staff: OCWCOG Executive Director Ryan Vogt, Loan Officer Didi Aho, Confidential Executive Assistant Angelykah Light, CED Director Jaclyn Disney, CED Administrative Assistant Ashlyn Muzechenko.

Absent: Lebanon Community Director Kelly Hart, Corvallis Mayor Charles Maughn, Linn County Commissioner Sherrie Sprenger.

1. Call to Order and Agenda Review

Meeting called to order at 9:04am by The Chair, Commissioner Pat Malone.

2. Consent Calendar: Approval of October 10, 2024, Meeting Minutes.

ACTION: Councilor Rick Booth made a motion to approve October 10, 2024, LPAC meeting minutes, Mayor Alex Johnson seconded the motion. Motion passed unanimously.

3. LPAC Membership Update

Commissioner Malone shared the Corvallis Mayor Charles Maughn will be taking the LPAC position over from the Philomath Mayor Chas Jones.

4. Program Update and Activity Report

Staff Didi Aho provided her program update which has been updated from October 2024 until February 2025.

Aho shared a new EDA loan was made to Riverside Door and Window in Corvallis. The \$50,000 loan was for working capital to support their expansion into installation services for their products. Additionally, a new Lincoln County Loan Fund loan was made by the Nye Beach Café in Newport. The \$94,050 loan was to refinance the business purchase and retire the seller carry note.

Aho noted the Bay House in Lincoln City made the final payment on their Lincoln City Urban Renewal Agency loan. Owner Steve Wilson was told the Salishan Lodge was not renewing the lease as they intended to reclaim the space for their banquet department.

The restaurant served the Oregon coast for 45 years. Wilson has decided to relocate the 4-diamond restaurant to Dayton, Oregon.

Aho shared to date \$634,500.00 has been enrolled in the protection program. Additionally, there is approximately \$2 Million across six active loan programs in available funding.

Aho noted Local loan program workplans state rates are to be set at approximately Wall Street Journal prime rate currently at 7.5%. For SBA 504 rates are currently 6.64% 10 years, 6.58% 20 years, and 6.28% 25 years. The SBA 504 loan remains a great choice for small businesses looking to purchase, renovate, or construct commercial property with low rates, long terms, and a down payment or equity injection as low as 10%.

Aho shared OCWCOG is partnering with CCD Business Development Corporation (CCD), Lane Council of Governments, and Mid-Willamette Valley Council of Governments on a new marketing program that will allow us to share costs, combine tools and expertise, and to reach a much wider audience for our loan programs.

The website has been launched, and marketing materials have been finalized for use. CCD will start marketing on their social media sites.

Disney shared the unity lending website with the LPAC members in attendance, the website can be found at this link: <https://www.ccdbusiness.org/unity-project/>.

Aho added OCWCOG has contracted with Business Oregon on the Oregon Business Development Fund (OBDF) referral program. Cascades West Business Lending (CWBL) helps with marketing the OBDF program and supports additional loan programs available through Business Oregon.

The OBDF is a revolving loan fund that provides fixed-rate financing for land, buildings, equipment, machinery, and permanent working capital. Participants must typically be a traded-sector business in manufacturing processing or distribution. Maximum loan amount \$2,000,000, and terms up to 20 years. If CWBL refers a qualified prospect for the OBDF fund and the loan is approved, Business Oregon will share 50% of the 1.50% loan fee with CWBL.

Aho shared CWBL has sent updates for our internal website to Karla Garrett, Communications Manager, that include linking us to the Unity Lending webpage. Lending staff will be meeting monthly to formulate a formal marketing plan for lending.

Aho added OCWCOG has applied for EDA funding to rebrand and expand the OCWCOG's Small Business Lending Program: a comprehensive marketing and outreach plan, promotional materials and a static display, and to update their nine loan workplans.

Aho shared that lending staff are actively reviewing a new prospect, a western clothing online store and event pop up store. The business is in Harrisburg, Oregon and will sell at rodeo events all across the Country.

Additionally, staff hosted a booth at the Willamette Innovators Network (WIN) Expo 2024 in Corvallis. This former annual event was held for the first time since Covid. The event

brings together local businesses, entrepreneurs, and community members to share, learn, and connect.

Other staff highlights include:

- Participated on a panel at the LBCC SBDC “Fund your Small Business” live event in Corvallis.
- Met with a new U.S. Bank contact over lunch to explain our programs and how we can partner.
- Attending new OEDD Lending Staff Meetings. The intent of the group is to bring together all the Economic Development Districts in Oregon in order to collaborate and share the best practices around lending and our similar loan programs.

CED Director Jaclyn Disney noted that one crucial part of Aho’s programs are the recipients of the loan programs must be denied traditional financing in order to be applicable for her loans.

Mayor Johnson asked for the maximum amount able to be loaned for the 504 loans.

Aho answered the maximum for those types would be \$5.5million.

5. Adjournment

The LPAC meeting was adjourned at 9:30am. The next scheduled LPAC Meeting will be on Thursday, April 24, 2025.

Loan Program Advisory Committee (LPAC)



OREGON
Cascades West
Council of Governments



2026

Loan Program Advisory Committee Meeting Schedule

Occurs the 4th Thursday of every 2 months. Meetings take place directly before the COG Executive Committee meetings, from 9:00 – 9:30 am.

April 23rd
June 25th
August 27th
October 22nd
December 3rd

Via Microsoft Teams or Attending at the Albany OCWCOG Office

Microsoft Teams Information:

[Join the meeting now](#)

Meeting ID: 225 714 550 074 63

Passcode: si9uD2CV

Dial in by phone

[+1 872-242-8088,,986029248#](#)

Phone conference ID: 986 029 248#

The meeting locations are wheelchair accessible. If you need special assistance, please contact Oregon Cascades West Council of Governments at 541-967-8720, forty-eight (48) hours prior to the meeting.

LOAN PROGRAM ADVISORY COMMITTEE - 2026

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BY-LAWS
LOAN PROGRAM ADVISORY COMMITTEE
of the
OREGON CASCADES WEST COUNCIL OF GOVERNMENTS

Adopted September 16, 1999
Amended January 15, 2009
Amended May 15, 2014
Amendment December 3, 2015
Amendment May 19, 2016

ARTICLE I

PURPOSE

The Loan Program Advisory Committee (LPAC) is hereby established by the Oregon Cascades West Council of Governments (OCWCOG) to advise the Business Lending staff and the OCWCOG Board of Directors on matters relating to the development and operation of the Business Lending Program.

- A. Setting loan program objectives and monitoring the loan program relative to the objectives, including review of program and portfolio reports.
- B. Assisting in identifying unmet needs within the OCWCOG region.
- C. Adopting or modifying the work plans for the individual loan funds.
- D. Setting operational policies, such as those for loan liquidation and foreclosure.
- E. Advocating activities to support policies, services and facilities for small business interests at local, state and national levels.
- F. Reviewing and recommending action on loan applications.

ARTICLE II

MEMBERSHIP

- A. Shall consist of the Board of Directors' Executive Committee, Chair of the OCWCOG Community and Economic Development Committee, and a commercial banking lending professional or an individual involved in economic development within the OCWCOG region.

- B. The term of membership for the Non-Executive Committee members shall be two (2) years. There shall be a limit of three (3) terms. Former Committee members shall be eligible for reappointment when at least one year has lapsed after completion of the maximum of three terms.^[SE1]

ARTICLE III

OFFICERS AND STAFFING

Officers shall consist of a Chairperson and Vice-Chairperson and will be the Chair and Vice Chair of the OCWCOG Board, respectively.

- A. **Chairperson** - Shall preside at all LPAC meetings and shall be an ex-officio member of all sub-committees. The Chairperson may vote on any item before LPAC.
- B. **Vice-Chairperson** - In the absence of the Chairperson, the Vice-Chairperson shall execute all the functions of the Chairperson.
- C. OCWCOG will provide staff support for the Loan Program Advisory Committee and will provide staff to serve as recording secretary.

ARTICLE IV

SUBCOMMITTEES

- A. LPAC may establish subcommittees as necessary to handle specific responsibilities.
- B. Subcommittees shall operate under workplans, policies and planning guidelines of LPAC and the OCWCOG Board. Membership of subcommittees may include, but is not restricted to, members of LPAC.

ARTICLE V

ORGANIZATION PROCEDURES

- A. LPAC shall hold meetings as necessary, at least semi-annually, at a time and place designated by the Chairperson.
- B. A majority of the membership of LPAC shall constitute a quorum for the transaction of business.
- C. Proceedings of meetings will be recorded in order to insure accuracy of minutes. Recordings will be retained for reference for one year.

- D. Recommendations to the OCWCOG Board to repeal, amend, add to or replace these bylaws may be made by a majority vote of the membership. A positive vote to change shall be forwarded to the OCWCOG Board for action.

The OCWCOG Board may initiate a change in the bylaws. Such change shall be presented at one meeting of OCWCOG Board. If it receives a positive, majority vote, it shall be referred to LPAC for comment. Subsequently, it shall be presented for adoption by OCWCOG Board with the comment of the Loan Program Advisory Committee. A simple, positive majority vote from OCWCOG Board is required to adopt the proposed change.

- E. Robert's Rules of Order Revised will serve, as the parliamentary authority for the operation of LPAC in all cases not covered by these bylaws. LPAC may formulate additional specific standing rules and rules of order to govern the conduct of its meetings provided they do not conflict with these bylaws.
- F. No proxy voting is permitted.
- G. Special meetings, for any purpose or purposes, may be called by the Chairperson, or, in the absence of the Chairperson, by the Vice-Chairperson. Notice of time and place of any special meeting shall be given to each member, either electronically, personally or by mail, at least three days prior to such meetings. Notice shall state the purpose of the meeting.
- H. Each LPAC member shall be given a copy of these bylaws and amendments.

Loan Program Advisory Committee (LPAC) Staff Contacts:

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Cascades West Business Lending Activity Report 12/04/2025 – 04/15/2026

New Loans:

A new EDA loan was made to The Restoration Rooms LLC in Albany, OR. The \$71,250 loan was for equipment and working capital to support their new business. The Restoration Rooms provides a holistic wellness atmosphere where individuals can find healing and balance through emotional release, mindfulness, and community connection.

Closed Loans:

- A Lincoln City loan, the Mercantile Building, paid off at its maturity.
- An RDF 1-3 loan paid off early with no prepayment penalty.

Modifications:

A modification was prepared for an existing business that was buying out a partner. A full underwriting event was performed as the COG was losing a personal guarantor and a portion of the original commercial real estate.

Other Activity:

Loan officer has spoken with 21 prospects since 12/04/2025.

SBA Loans in process:

Physical Therapist office acquiring a building in Corvallis.

Mechanic in Philomath building a larger shop.

SBA Potential loans:

A small grocery co-op in Newport is trying to purchase a building they are leasing.

A seed farmer is trying to purchase a building he leases in Tangent.

In-House Potential loans:

A small natural grocery in Lebanon expanding to a second location in Sweet Home.

An in-home baker looking to lease a location to grow her business.

A coast trail rides business looking to purchase land with a barn they currently lease for the horses.

Funds:

Approximately \$2M across five active loan programs available to loan.

Approximately \$1.2M in loans receivables (outstanding loans).

Loan Program Debt approximately \$185,345.

Current Rates:

- Local loan program workplans state rates are to be set at approximately Wall Street Journal prime rate is currently at 6.75%.

- SBA 504 rates are currently 5.61% 10 years, 5.98% 20 years, and 5.94% 25 years. The SBA 504 loan remains a great choice for small businesses looking to purchase, renovate, or construct commercial property with low rates, long terms, and a down payment or equity injection as low as 10%.

New EDA Grant Request:

OCWCOG did not get the EDA funding to rebrand and expand the OCWCOG's Small Business Lending Program.

Small Business Development Center (SBDC):

The SBDC at Linn Benton Community College will be closing its doors on June 30, 2026, due to lack of funding.