

CALL TO ORDER:

The meeting was called to order at 12:03 p.m. by EDC Chairman Kevin Emerick.

ROLL CALL: EDC MEMBERS PRESENT: Tim Budelman; Jim Langstraat; Mark Nakajima; Tom Raabe; Guy Storms; Howard Sullivan;

EDC MEMBERS ABSENT (EXCUSED): Brad Bafaro; Steve Krautscheid Jennifer Prickett; Jonathan Yawson;

EDC MEMBERS ABSENT (UNEXCUSED): none

OTHERS PRESENT: Alfredo Moreno, Portland Community College; Jill Craig, Urban Decanter Rick LaFave, RDF &G , John Southgate, Washington County Interim Economic Development Manager.

COUNCIL LIAISON: Councilor Timothy Rippe

STAFF PRESENT: Jeff King, Economic Development Manager; Shannon Reynolds, Admin Specialist; Yvan Saastamoinen, Economic Development Intern

CITIZEN COMMUNICATION:

None

1. APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MINUTES:

A quorum was met. Howard Sullivan moved a motion to approve the February 6, 2020 EDC meeting minutes. Tim Budelman seconded. The motion passed unanimously.

2. ADDITIONS/DELETIONS:

None

3. BUSINESS:

A. Chamber of Commerce Update, Howard Sullivan:

Howard Sullivan provided an update from the Chamber of Commerce. The March Rise and Shine will be held at the Armory at 8 am on March 6th. Howard provided an update from Clean Water Services the Scoggins Dam/Hagg Lakes three project options:

- 1) Dam modification only, keeping the water levels the same as current.
- 2) Modify the dam by raising levels 17 ft. to provide additional water supply as well as address earthquake safety concerns.
- 3) Move the dam further east and establish a smaller opening.

Reclamations is committed to working with Clean Water Services on this project. Project estimates are between \$750 million and 1 Billion dollars.

March 21st the Forest Grove Chamber of Commerce will have its annual auction. If you would like tickets, please give the office a call.

B. Washington County Econ Development Presentation, John Southgate:

John Southgate presented an update on his newly assigned position of Washington County Interim Economic Development Director. Washington County will be filling this position permanently in July. During his interim John has three main objectives; working with the more rural small cities that do not have Economic Development staff such as; North Plains, Banks, King City, Gaston and Durham. Working with urban unincorporated areas of Washington County and lastly working with the cities as a resource for a myriad of issues; such as infrastructure, entrepreneurial startups, and business retention etc. John attended the Washington County Economic round table that was recently held in February. This is way for various cities within Washington County to meet and collaborate on important issues.

C. Council Update, Councilor Rippe:

Councilor Rippe provided a City Council update. Councilor Thompsons positions is vacant and Council is working to fill that position. Applications are being accepted through March and will then be reviewed by City Council. Interviews will start in April, with the hopes of filling the position by May. This current vacancy has 2 years remaining on its term.

A Parking Study has been completed and received. City Council is reviewing the information. According to the findings there is sufficient parking within downtown Forest Grove, however it is not being efficiently managed. Some necessary changes will be to add parking signage throughout the city as well as better management of the designated hourly parking. Employee/business parking areas may be designated in the future to allow for more visitor parking. Some areas may also need additional handicap designation.

D. Strategic Plan Metrics for Goal 2, Jeff King:

Jeff King discussed Goal 2 of the Strategic Plan and defined particular areas where the EDC can be more engaged. OTBC (Oregon Technology Business Center) is an important entrepreneurial start up program that Forest Grove is looking to initiate. Jeff spoke on the various aspects of establishing this program.

Venture Catalyst Proposal for Washington County was the second item Jeff King discussed with the EDC. An informational handout was given on this program.

More discussion is needed on these two items and will be on the agenda for the next meeting.

E. New Board Member Discussion:

Jill Craig was introduced to the EDC. She is the current owner of Urban Decanter and interested in a position on the EDC and feels she can provide perspective from the downtown business area. Rick LaFave from Diversity Café and RDF & P Inc., would

also like to join the EDC and provide a voice for the small commercial/retail business sector.

Alfredo Moreno, is the Communication Relations Manager of Portland Community Colleges Rock Creek Campus. He looks forward to being a liaison for the Commission and the College.

Tim Budelman moved a motion to recommend to City Council the following member positions for the EDC. Howard Sullivan seconded. The motion passed unanimously.

Downtown Retail – Jill Craig, Urban Decanter

Small Commercial/Retail Business – Rick LaFave, Diversity Café/RDF& P Inc.

Large Manufacturer – Rob Langford, MGC Pure Chemicals

Food/Beverage Processor – Chaucer Foods

Howard moved a motion to elect Alfredo Moreno of PCC Rock Creek as a non-voting liaison EDC member. Mark Nakajima seconded. The motion passed unanimously.

4. STAFF AND BOARD MEMBER COMMUNICATIONS:

None

5. ANNOUNCEMENT OF NEXT MEETING:

Chairman Kevin Emerick, announced that the next meeting of the EDC will be on Thursday, April 2, 2020 at 12:00 p.m. in the Alice Inkley Room at McMenamins Grand Lodge.

8. ADJOURNMENT:

Kevin Emerick adjourned the meeting at 1:33 p.m. by consensus.

Respectfully submitted by:

Shannon Reynolds

Administrative Specialist

City of Forest Grove

Approved by the Forest Grove EDC:

Date: 6/18/20