

1. CALL TO ORDER:

The meeting was called to order at 10:04 a.m. by EDC Chairman Kevin Emerick.

ROLL CALL: EDC MEMBERS PRESENT: Brad Bafaro; Tim Budelman; Steve Krautscheid; Jim Langstraat; Juanita Lint; Mark Nakajima; Tom Raabe

EDC MEMBERS ABSENT (EXCUSED): Jill Craig; Jennifer Pricket; Guy Storms; Rick Lafave

EDC MEMBERS ABSENT (UNEXCUSED): None

OTHERS PRESENT:

COUNCIL LIAISON: Councilor Timothy Rippe

STAFF PRESENT: Jeff King, Economic Development Manager; Shannon Reynolds, Admin Assistant

2. CITIZEN COMMUNICATION:

None

3. APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MINUTES:

A quorum was met. Steve Krautscheid moved a motion to approve the October 3, 2020 EDC meeting minutes. Tom Raabe seconded and the motion passed unanimously.

4. ADDITIONS/DELETIONS:

None

5. BUSINESS:

A. Chamber of Commerce Update, Juanita Lint:

Juanita provided an update from the Chamber of Commerce. They have twelve new members with four more pending approval.

The Chamber has purchased a customer relationship management system called CC Assist. Juanita is currently being trained. It will allow them to build a data base of all members as well as pay fees online. It will also be integrated with the Chamber's website.

They have applied for NOFA funds (Notice of Funding Availability) through Washington County. Juanita has put two proposals together for various funding needs to assist local restaurants.

Holidays in the Grove will have the annual tree lighting on November 27th. A reverse parade is also being planned with the Fire Department for December 5th.

Jeff also added that the leftover grant funds from the previous Small Business Assist II grant will be distributed as a supplemental grant to the same applicants for an additional rent boost. Jeff also inquired about the use of a large tent for the upcoming Artisans Market.

B. City Council Update, Councilor Rippe:

Councilor Rippe updated the EDC. A new councilor has been voted in; Donna Gustafson of Bella Donna's Bistro. The swearing in will be held on the 23rd of November.

The land area at Thatcher Road/Gales Creek had been zoned neighborhood-mixed use which required a neighborhood village center. Planning commission and City Council determined this could be rezoned as neighborhood/commercial and leave the rest of the area for residential-use. Owners of this land area were all in support of this change. This will hopefully facilitate more interest in this area.

Councilor Rippe attended the Westside Economic Alliance breakfast forum. Covid-19 has not impacted industrial land as much as retail and office space. Businesses are trying to get out of leases or are not renewing contracts to alleviate the effects of the Covid-19 business crisis. It's in our best interest to get the word out that Forest Grove would be a good place for businesses to relocate.

Adelante had a virtual grand opening last Friday. He mentioned what amazing things they have accomplished with their building. You can see a virtual tour on their website.

C. Latino Equity Study Discussion, Kevin/All

EDC Members discussed some possible goals or metrics that may assist and reduce some of the barriers within the Latino business community. Discussion was held on the surrounding goals of Adelante Mujeres.

Goal #1 Enhance support for the Latino-owned businesses in Washington County

Goal #2 Strengthen the relationship between Latino businesses owners and local municipal governments to ensure compliance and business sustainability.

Goal #3 Advocate for policies that support small business ownership and economic empowerment.

Jeff discussed the issue with translation needs. Councilor Rippe mentioned they are working towards better accessibility to obtaining contracted translators. Juanita mentioned all Chamber documents will be translated in Spanish as well as all monthly meetings. They have included this in their Strategic Plan. Jeff mentioned dedicating

one EDC meeting annually to issues pertaining to helping reduce business barriers within the Latino community.

Jeff also mentioned assisting Adelante with the top five business industries specifically with business start-up needs. Mention of assisting with Adelante's Goal #2 Strategy 2 of holding a workshop for local government to aid in training small businesses. Discussion was brought up about adding more diversity to all boards and commissions. Tracking measures we could use that would be helpful for the EDC to reach out to minority business. Continued discussion on how to reach the Latino community. Jeff will prepare a summary of ideas discussed to follow up with at a later meeting.

D. Covid-19 Business Recovery Efforts – Restaurants

Two grants have been applied for to assist with recovery efforts specific to restaurants. One grant will focus on extending outdoor dining areas. The second grant will be for contactless online ordering applications.

E. Forest Grove Business Update, Jeff King

Jeff provided a Forest Grove business update. Two potential large projects upcoming in Forest Grove Industrial areas. Two other companies moved into some vacant space in Forest Grove. Popeye's is still being negotiated for the property near Wauna Credit Union. Forest Grove's current unemployment rate is 6.2%

6. STAFF AND BOARD MEMBER COMMUNICATIONS:

None

7. ANNOUNCEMENT OF NEXT MEETING:

Chairman Kevin Emerick, announced that the next meeting of the EDC will be on Thursday, December 5, 2020 at 10:00 am Location TBA.

8. ADJOURNMENT:

Kevin Emerick adjourned the meeting at 11:10 a.m. by consensus.

Respectfully submitted by:
Shannon Reynolds
Administrative Specialist
City of Forest Grove

Approved by the Forest Grove EDC:

Date: 12/3/2020