

1. CALL TO ORDER:

The meeting was called to order at 10:00 a.m. by EDC Chairman Kevin Emerick.

ROLL CALL: EDC MEMBERS PRESENT: Tim Budelman; Jill Craig; Kevin Emerick; Steve Krautscheid; Jim Langstraat; Juanita Lint; Alfredo Moreno; Mark Nakajima; Tom Raabe; Javier Urenda

EDC MEMBERS ABSENT (EXCUSED): Brad Bafaro, Jennifer Prickett, Guy Storms, Jonathan Yawson, Rick Lafave

EDC MEMBERS ABSENT (UNEXCUSED): None

OTHERS PRESENT: Court Carrier;

COUNCIL LIAISON: Councilor Timothy Rippe

STAFF PRESENT: Jeff King, Economic Development Manager

2. CITIZEN COMMUNICATION:

None

3. APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MINUTES:

Due to recording issues the December EDC minutes will be presented at the February meeting for approval.

4. ADDITIONS/DELETIONS:

None

5. BUSINESS:

A. Chamber of Commerce Update, Tom Raabe:

Tom provided a Chamber of Commerce update. The restaurant grant was received and purchases for tents, planter boxes and heating units have been dispersed to local restaurants. Businesses have been very happy with this additional help. A lunch on January 25th at noon will be held to give "The State of the Chamber" presentation.

B. City Council Update, Councilor Rippe:

Councilor Rippe presented an update from the City Council. Forest Grove Annual Town Meeting will be held virtually on Saturday the 30th. Topics include the new police facility and the newly organized Community Policing Advisory Council. The second public hearing will be held on Monday the 11th in regards to the Annex of 37.7 Acres of land North of David Hill Road. The land is intended for residential use, elementary school and a City park. Chief Kincaid will be retiring this month. The council will be looking to allow the hiring of a current chief from TVFR on an interim basis of six months.

C. Chair and Vice Chair Election

Kevin mentioned the need to open these positions for the next month for any possible volunteers. The commission will vote on these positions at the February meeting.

D. Latino Equity Study – Refined EDC Goals; Kevin Emerick

Councilor Rippe mentioned the possibility of a start-up Citizen Academy that allows citizens to learn about the various departments within the city. Jeff mentioned it might be best to see if the Committee for Community Involvement could help lead.

Kevin made a suggestion to vote on the current draft of “Action steps and Measures” in regards to the Latino Equity Study. Tim Budelman motioned to accept, Steve Krautscheid seconded. The motion passed unanimously.

E. Pandemic Planning next 3-4 months & 6 month recovery transition; Jeff King

Jeff discussed his assessment. In meeting with economic development staff from other communities, the feeling is that we are still in economic relief but not yet recovery. The next 90 days or so will still be focused on relief. The hope is that with vaccines and other strategies a more consistent recovery will start in late April or May. Jeff explained several proposed efforts during the continued relief program.

- Announcement of grants awardees from Round 5 of the Washington County Cares Act. Administered by MESO, this program closed in late December. The word is that all Forest Grove applicants will be funded.
- Actively providing information on the new federal PPP and SBA EIDL programs. Jeff said he is obtaining information on the status of each area bank and will send directly to local businesses.
- A Special emphasis on local restaurants. This sector has been among the hardest hit. The chamber and the City are working together to provide tents and heaters for outdoor dining, assist restaurants with contactless digital ordering and local ads and an email blast on which restaurants are open for takeout, online ordering, outdoor dining and curbside pick-up. The PPP also provides enhanced funding for dining and drinking establishments.
- Monitoring a state rent relief program for commercial landlords and future federal Covid-19 relief funding

Kevin Emerick stated that the Employee Retention Tax Credit which is part of the recently passed federal Pandemic Relief Act can be quite valuable for some companies. Jeff said that would provide information out to businesses. Jeff concluded by saying we should have a deeper discussion on recovery strategies including specific type of marketing and messaging.

Jill mentioned the communication coming from Jeff King on the various programs has been very helpful. A restaurant “highlight” across city websites for businesses would also be helpful during this slow economic time. Court Carrier gave an update on how

the Tourism committee is working hard to push all aspects of travel to Forest Grove. The brand new Forest Grove website will be finished this week. The two new social media channels can be used to promote businesses. Forest Grove's new page ad came out in Travel Oregon. Juanita Lint also mentioned that the Chamber of Commerce will work to support highlighting Forest Grove business and restaurants. Mention was also made to allow for the Pedestrian Mall again as businesses start to open up further with the spring and summer months coming. Members expressed the importance of educating the community about how to order take-out or curb-side pick-up.

6. STAFF AND BOARD MEMBER COMMUNICATIONS:

Jim Langstraat from Pacific University mentioned you can go to the school website and see any Covid-19 campus updates. Attendance numbers were slightly down in the fall, they will see what happens after winter break.

7. ANNOUNCEMENT OF NEXT MEETING:

Chairman Kevin Emerick, announced that the next meeting of the EDC will be on Thursday, February 4th at 10:00 a.m. (virtual).

8. ADJOURNMENT:

Kevin Emerick adjourned the meeting at 11:24 a.m. by consensus.

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

Approved by the Forest Grove EDC:

Date: 2/4/21