



A place where families and businesses thrive.

Zoom Video Conferencing

Click Link:

<https://us06web.zoom.us/j/88906089975>

Password: N/A

Economic Development Commission MEETING

December 8, 2022

Zoom

(to accommodate City Staff Holiday Party)

For help with Zoom: <https://support.zoom.us/hc/en-us/articles/115004954946>

During the pandemic, all public meetings are held in a “hybrid” format allowing the public to attend meetings both virtual and in-person. The Community Auditorium is open and has limited availability and social distancing measures. The public can observe the meetings **LIVE** on **Zoom Webinar**. Written comments may be submitted by 9:00 a.m. the day of the meeting by e-mail to: bfulks@forestgrove-or.gov.

Tim Budelman, Chair
Steve Krautscheid, Vice-Chair
Brad Bafaro
Tom Raabe
Jill Craig
Mara Rico
Rick Lafave
Jessica Harrington
Mathea Zietz

Kevin Emerick
Mark Nakajima
Juanita Lint
Jim Langstraat
Guy Storms
Timothy Watts
Timothy Rippe, Council Liaison
Bryan Pohl, Staff Liaison
Michelle Davis, Meeting Recorder

All regular meetings may be televised live and open to the public and persons are permitted to attend any meeting except as otherwise provided by ORS 192. **Accommodations:** In accordance with the Americans with Disabilities Act, the City of Forest Grove will make reasonable accommodations for participation in the meeting. Request for assistance can be made by contacting City Recorder's Office, aruggles@forestgrove-or.gov, 503-992-3235, at least 48-hours advance notice of the meeting.

A G E N D A

- 10:00 1. **CALL TO ORDER:**
2. **CITIZEN COMMUNICATIONS:** Anyone wishing to speak on an item not on the agenda or on the agenda may be heard at this time. In the interest of time, please limit comments to two minutes.
- 10:01 3. **CONSENT AGENDA:**
a) Approve Meeting Minutes of November 10, 2022
4. **ADDITIONS/DELETIONS:**
- 10:03 5. **DISCUSSION/DECISION ITEMS:**
a) Business Oregon Regional Development Officer – Colin Sears

10:30 b) 2023 Meeting location (if McMenamin's needs to be requested/confirmed)

10:35 6. **B/C COMMUNICATIONS:**

- Adelante Mujeres update – Mara Rico

10:45 7. **STAFF COMMUNICATIONS:**

- Downtown Task Force McMinnville Tour recap
- Grocery Store Update

10:50 8. **COUNCIL LIAISON REPORT:**

- Councilor Rippe

11:00 9. **ANNOUNCEMENT OF NEXT MEETING:**

- a) January 12, 2023

10. **ADJOURNMENT**

1. CALL TO ORDER:

The meeting was called to order at 12:10pm by EDC Chair, Tim Budelman.

ROLL CALL: EDC MEMBERS PRESENT: Brad Bafaro, Tim Budelman, Jill Craig, Kevin Emerick, Steve Krautscheid, Mark Nakajima, Tom Raabe, Mara Rico, Timothy Watts

EDC MEMBERS ABSENT: Jessica Harrington, Rick Lafave, Jim Langstraat, Juanita Lint, Guy Storms, Mathea Zietz

OTHERS PRESENT: Paul Hansen, Laura Kubisiak

COUNCIL LIAISON: Timothy Rippe

STAFF PRESENT: Bryan Pohl; Community Development Director, Michelle Davis; Community Development Administrative Specialist, Brenna Fulk; Economic Development Coordinator

a) Guest introductions

2. CITIZEN COMMUNICATIONS:

None

3. CONSENT AGENDA:

a) A quorum was met. Tom Raabe moved a motion to approve the EDC Minutes from October 13, 2022. Kevin Emerick seconded and the motion passed unanimously.

4. ADDITIONS/DELETIONS:

None

5. DISCUSSION/DECISION ITEMS:

a) Washington County Venture Catalyst Presentation- Laura Kubisiak
Laura is the Washington County Representative. Her organization can review business plans, help with finding funding and networking, putting interested parties in touch with Entrepreneurs. She states that The Chamber of Commerce focus on local and main streets, Economic Development focus on retention and Venture Catalyst focus on high growth, national and international businesses. She recently hosted the West Side Pitch Competition, where donations were made by 5/6 Washington County contributors, including Washington County, PGE and City of Forest Grove. There were 30 people who applied. Three prizes were awarded, \$5,000, \$2,500 and donated hours with a local attorney. She also hosts Pub Talks, where a panel of Angel Investors, Seed Funds and Venture Catalysts form a Q&A Panel for interested parties to ask questions, get advice and network.

b) Adelante Mujeres Update – Mara Rico
Due to time restraints, EDC has asked Mara to present in December.

6. B/C COMMUNICATIONS:

- a) EDSP Annual Report Presented to City Council – Tim Budelman
The comments and feedback from the EDC helped with preparation for the presentation to the City Council. The report was well received and approved by the Council.
- b) McMenamin's Summer Concerts – Paul Hansen
The Summer concert series was a huge success and they plan to host again in 2023. There was great feed back from the EDC in regards to the management of the parking for the event and it was noticed that the event brought many more visitors to our downtown areas.

7. STAFF COMMUNICATIONS:

- a) Downtown Task Force –
The Task force had their second meeting via zoom. There was wide representation, engagement and feedback. The task force is planning a guided tour and presentation from The Downtown McMinnville Association on Friday November 18th.
- b) Grocery Store Update –
No new updates to report
- c) December Business Highlight
- d) Breann announced that this will be her last EDC meeting. She has taken a new position and is heading back to Montana.

8. COUNCIL LIAISON REPORT:

The City has annexed 4.28 acres north of David Hill and Highway 47, this will be used for housing development. There is still a need for a housing assessment to provide more affordable housing options.

9. ANNOUNCEMENT OF NEXT MEETING:

- a) The next meeting will be a Zoom meeting on December 8th starting at 10am.

10. ADJOURNMENT:

Chair Tim Budelman adjourned the meeting at 1:20pm by consensus.

Respectfully submitted by:
Michelle Davis
Administrative Specialist
City of Forest Grove

Approved by the Forest Grove EDC:

Date: _____