



URAC Meeting Minutes April 28, 2022
Zoom Community Auditorium

Minutes approved by the URAC on September 22, 2022

1. **Called to Order:** Rod Fuiten called the meeting to order at 10:05 a.m.

Present: Rod Fuiten, Councilor Gustafson, Hattie Krebsbach, Mark Nakajima

Absent: Maribel De Leon

Staff: Bryan Pohl, Community Development Director; Dan Riordan, Senior Planner

Invited Guests: None

2. **Public Comment:** No public comments received

3. **Consent Agenda:**

- a) Approve January 27, 2022 meeting minutes: Mark made a motion, seconded by Hattie to approve the January 27, 2022 meeting minutes as drafted. The motion passed unanimously.

4. **Additions/Deletions:** No additions or deletions.

5. **Discussion/Decision/Presentation Items:**

- a) Update on Agency projects: Site B development, Parklets, and Mural Program.

Staff presented updates on urban renewal funded projects currently underway. Staff noted the Agency is waiting for additional information from Fresh Foods on the proposed grocery store project for Site B at Pacific Avenue and B Street. The Fresh Foods development is working on the design package and financial analysis. Additional information will be provided to the Committee as it becomes available.

Staff informed the Committee that the Urban Renewal Agency Board of Directors adopted a resolution in March to continue the parklet program.

Staff updated on the Committee on the Mural Program partially funded with Urban Renewal Agency tax increment revenue. The City's Public Arts Commission is leading the effort to select locations and artists to complete murals in the City including within the urban renewal boundary. One mural will be painted on the building wall adjacent to the Forest Grove Post Office parking lot. That mural should be finished soon.

Councilor Gustafson asked when the Festival Street project design will be presented to City Council for approval. Dan responded that the project could be presented to Council in June. Councilor Gustafson suggested a day and

time be scheduled soon.

- b) **Membership Recruitment – Bylaws Review.** Dan presented the URAC bylaws to the Committee. Dan noted the bylaws establish the URAC structure including the number of Committee members and representation needed.

The bylaws require that members must reside or conduct business inside the urban renewal boundary. Committee composition includes representatives from the Economic Development Commission or Chamber of Commerce, non-profit organization located in the urban renewal area boundary, finance, banking, or lending professional, real estate, development or construction industry professional, at-large resident living adjacent to or within one mile of the urban renewal boundary, two commercial property and/or business owner representatives within the urban renewal boundary. The URAC currently has three vacancies.

The Committee discussed removing the requirements for specific representatives on the Committee to facilitate filling the vacancies. The Committee supported loosening the requirements to allow for broader representation. Councilor Gustafson noted the need for diversity on the Committee. Maribel recommended the Urban Renewal Agency/City Council continue the interview process to fill the current vacancies. Mark made a motion, seconded by Hattie to edit the URAC bylaws. The motion passed unanimously.

- c) **Transition to In-person Meetings.** The Committee discussed transitioning to in-person meetings in the future. Councilor Gustafson supports “hybrid” meetings to allow for remote participation since meetings are held during the day. Mark noted he supports in person-meetings. Committee members reached consensus to meet in-person and provide a remote participation option.

- 6. **Committee Communications:** Maribel noted the Wednesday Farmers Market will start again on May 4th.
- 7. **Board Liaison Communication:**
- 8. **Commissioner Communications:**
- 9. **Announcement of Next Meeting:** The next URAC meeting will be on April 28th.
- 10. **Adjournment:** The meeting adjourned at 11:08 a.m.

Respectfully Submitted by: Dan Riordan, Senior Planner/Staff Liaison