



URBAN RENEWAL AGENCY BOARD WORK SESSION

Monday, February 9, 2026
Community Auditorium, 1915 Main Street

Malynda Wenzl, Chair

Mariana Valenzuela, Director
Angel Falconer, Director
Donna Gustafson, Director

Michael Marshall, Director
Karen Martinez, Director
Brian Schimmel, Director

[TVCTV Livestream](#)

[Zoom Webinar](#) Meeting ID: 850 7572 2488 Passcode: 97116

5:30 - URBAN RENEWAL AGENCY WORK SESSION

No public comment will be taken. The Board will take no formal action.

URA Building Grants

Staff: Bryan Pohl, Community Dev. Director, Miles Glowacki, Economic Dev. Coordinator

Adjournment

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BUILDING IMPROVEMENT GRANTS

Miles Glowacki | Economic Development Coordinator

February 9, 2026

City of Forest Grove

AGENDA

Vision 2040 Plan

Purpose

Background

Applications

Rubric / Scoring

Program Feedback

VISION 2040 PLAN



- **2040 GOAL STATEMENT:** We envision a thriving, inclusive Forest Grove community with a vibrant downtown, a diverse economy, offering high-paying jobs, and a strong sense of identity and place
- **2040 ACTIONS:**
 - 1.2 Increase the volume and diversity of commercial business development
 - 1.10 City incentive programs to support/retain small/local businesses

PURPOSE

The purpose of the presentation is to provide an overview of the Building Improvement Grant program, review the Economic Development Commission's (EDC) recommendation on grant awards, score submitted grant applications, award grants, and highlight potential program changes for next year.

BACKGROUND

June 2024: The URA established the Building Improvement Grant Program

July 1 – Dec. 31, 2024: First grant cycle

March 17, 2025: URA Board reached consensus on an updated application and scoring process for the 2025 cycle

July 1 – Dec. 31, 2025: Grant cycle window

Jan. 8 2026: Economic Development Commission review and recommendations

BACKGROUND

Building Revitalization Grant

Purpose: The purpose of the Building Improvement Grant Program (Program) is to provide financial assistance to projects within the urban renewal area that:

- increase the assessed value
- stimulate private investment
- create jobs
- improve property values
- increase the desirability for leasing
- increase the functionality of the space
- promote sustainable building practices
- encourages the preservation of historic resources
- provide needed housing and mixed-use development
- encourage uses and amenities that promote increased residential uses
- encourage the construction of public gathering spaces

BACKGROUND

Building Revitalization Grant

Eligibility Requirements:

- Property must be located within the Urban Renewal Area.
- The project will likely increase the taxable assessed value.
- Property must be used in whole or in part for commercial purposes.
- Applicant must be a building owner or tenant and must provide a signed and notarized authorization letter from the building owner.
- Business must be locally owned or a locally owned franchise. National franchises not locally owned are ineligible.
- Business must be for profit or a non-profit that does not receive a city property tax exemption.

BACKGROUND

Building Revitalization Grant

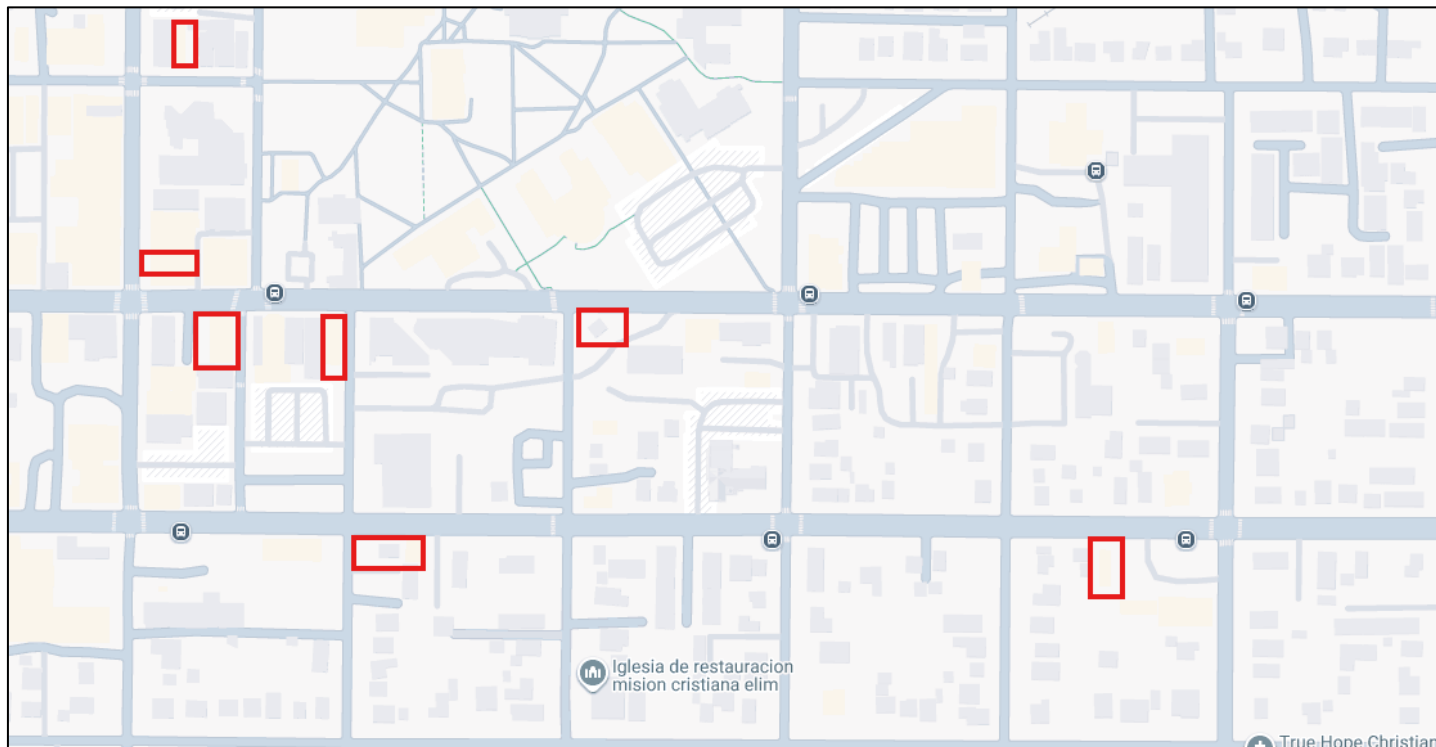
Eligibility Requirements:

- The total project cost must not exceed the maximum amount of funding a single property can receive in a five-year cycle of \$105,000.
- Applicant must attest they will not use grant funds for their own labor.
- Applicant must attest they will not use grant funds for any governmental permit, system development charge (SDCs), and/or application fee.
- Project must comply with all local, state, and federal rules and regulations.
- Applicant must provide a signed and notarized Hold Harmless Letter.
- Applicant must answer all questions on the application to be eligible for consideration.

BUILDING GRANT APPLICATIONS

The Numbers

- Total Budgeted Funding: \$350,00
- Total Project Requests: \$337,735
- Anticipated Match from Applicants: \$342,135
- Total Anticipated Investment in URA: \$679,870



PROJECT LOCATIONS
2007 21 st
2009 Main St
2016 Pacific Ave
2038 Pacific Ave
2202 Pacific Ave
2018 19 th
2420 19 th

MINIMUM SCORE THRESHOLD

1
0

Does the Board wish to establish a minimum score a project must achieve to receive funding?

Considerations:

- The current rubric has 25 possible points
- Under the current program, there is no minimum threshold to receive funding
- Staff recommends that an application receive a score of at least 10 to 15 points to be eligible for funding

ECONOMIC DEVELOPMENT COMMISSION ¹₁

The Economic Development Commission (EDC) reviewed and scored the applications at its January 8, 2026, meeting. The EDC found all seven projects to be worthwhile investments and recommends that the Board approve all projects for full funding.

During the scoring process, the Commission raised several questions about the program. These questions will be discussed during the program review discussion after scoring.

Eight applications were received during the open application period of July 1 – Dec. 31, 2025. One application, 4383 N Adair Street, is outside the Area and therefore it is not eligible under the program.

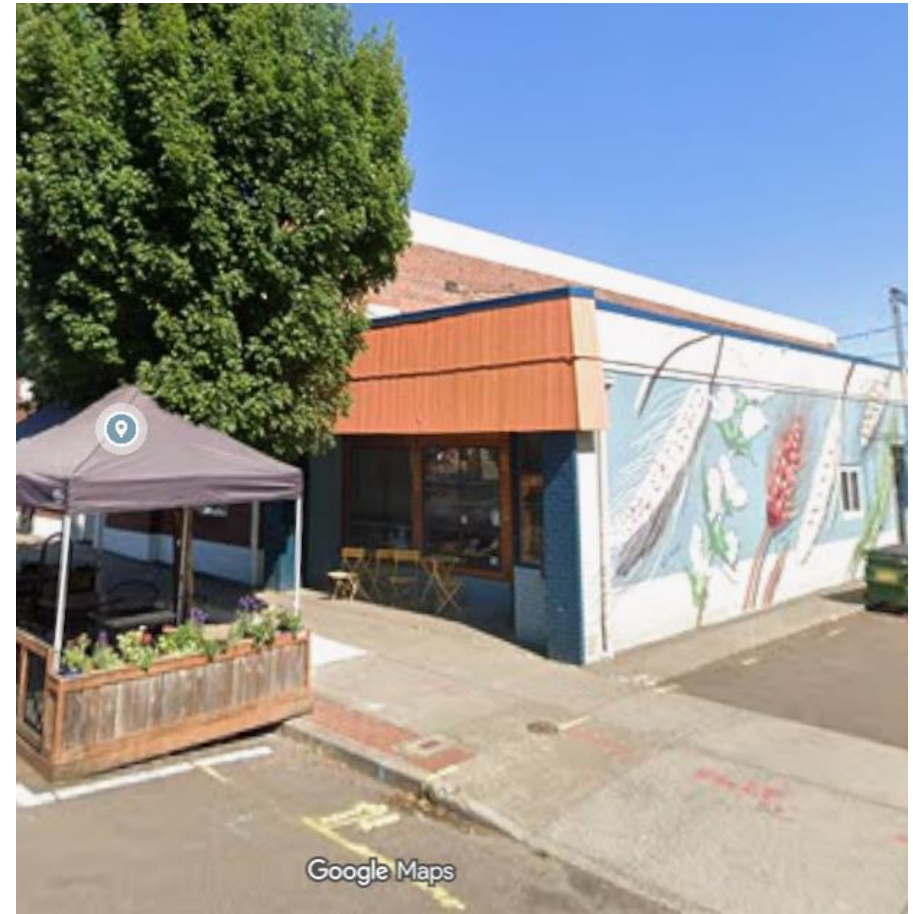
2007 21st Ave

1
2

Grant Request: \$33,870

Project Cost: \$66,935

Construction of a walk-in cooler, roofing adjustments, and electrical upgrades.



2009 Main St

1
3

Grant Request: \$12,500

Project Cost: \$25,000

Installation of a new HVAC system



2016 Pacific Ave

1
4

Grant Request: \$46,300

Project Cost: \$92,600

Interior and exterior paint, new carpet, uncover boarded-over windows, add ceiling/skylights, update interior lighting, new interior signage.



2038 Pacific Ave

1
5

Grant Request: \$4,000

Project Cost: \$8,000

Replace outdated wiring and breaker-box.



2202 Pacific Ave

Grant Request: \$98,000

Project Cost: \$196,000

Expand existing building footprint. Remodel interior bathroom to be ADA compliant, additional exterior ADA compliance improvements.



2118 19th Ave

1
7

Grant Request: \$60,000

Project Cost: \$120,000

Comprehensive upgrade and expansion of its service areas.

Interior remodeling and new equipment purchases



2420 19th

Grant Request: \$100,000

Project Cost: \$204,400

Construction of 4 new studio apartments.

Construction of a coffee terrace for the Bakery.



EDC SCORE

PROJECT LOCATION	GRANT REQUEST	PROJECT DESCRIPTION	EDC SCORE
2007 21st Ave	\$33,870	Walk-in refrigerator.	18
2009 Main Street	\$12,500	Upgrade HVAC system.	23
2016 Pacific Ave	\$46,300	Interior renovations. Window additions.	22
2038 Pacific Ave	\$4,000	Upgrade the electrical system.	20
2018 19th St	\$60,000	Interior renovations, HVAC.	23
2202 Pacific Ave	\$98,000	Building addition for new office. ADA accessibility.	23
2420 19th Ave	\$100,000	Construction of 4 new studio apartments. New outdoor eating plaza.	23

SCORING RUBRIC

Criteria	Eligible Points	Score
<p>Project stimulates private investment</p> <ul style="list-style-type: none"> Applications with a higher ratio of match to grant and potential impact to assessed value would receive a higher score. 	5	
<p>Project would create or retain jobs</p> <ul style="list-style-type: none"> Applications are scored based on type and number of jobs created. 	5	
<p>Project would increase the desirability of the space for leasing or increase gathering spaces</p> <ul style="list-style-type: none"> Projects that increase desirability for leasing or increase the use of the space as a “third place” (public gathering space) would receive a higher score. 	5	
<p>Project would increase the functionality of the space for leasing</p> <ul style="list-style-type: none"> Projects that increase the functionality of the space, i.e., HVAC/plumbing/electrical improvements, for current or future tenants, including aesthetics, access, and ADA compliance, would receive a higher score. 	5	
<p>Project would improve the operating, preservation, and/or environmental sustainability of the space</p> <ul style="list-style-type: none"> Projects that improve the operating, preservation, and/or environmental efficiency of the building would receive a higher score. 	5	
	Total Score:	

PROGRAM FEEDBACK

2
1

Does the Board want to discuss potential alterations to the program for the next grant cycle?

Considerations:

- Program Eligibility
- Scoring Rubric
- EDC Recommendations

PROGRAM FEEDBACK: ELIGIBILITY

Eligibility Requirements:

- Property must be located within the Urban Renewal Area.
- The project will likely increase the taxable assessed value.
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- Applicant must be a building owner or tenant and must provide a signed and notarized authorization letter from the building owner.
- Business must be locally owned or a locally owned franchise. National franchises not locally owned are ineligible.
- Business must be for profit or a non-profit that does not receive a city property tax exemption.
- The total project cost must not exceed the maximum amount of funding a single property can receive in a five-year cycle of \$105,000.
- Applicant must attest they will not use grant funds for their own labor.
- Applicant must attest they will not use grant funds for any governmental permit, system development charge (SDCs), and/or application fee.

PROGRAM FEEDBACK: SCORING RUBRIC

2
3

Criteria	Eligible Points	Score
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<p>Project would improve the operating, preservation, and/or environmental sustainability of the space</p> <ul style="list-style-type: none"> Projects that improve the operating, preservation, and/or environmental efficiency of the building would receive a higher score. 	5	
	Total Score:	

EDC COMMENTS

The Economic Development Commission raised key questions during their deliberations on this year's projects.

- Project feasibility
 - Should the criteria include a measure of project feasibility? For example, is financial proof, i.e., loan, required to apply?
- Job creation/retention
 - Should the Board weight construction jobs vs. permanent employment vs. retaining jobs in the scoring rubric?

OTHER COMMENTS

Are there other aspects of the program the Board would like staff to research?

Next steps:

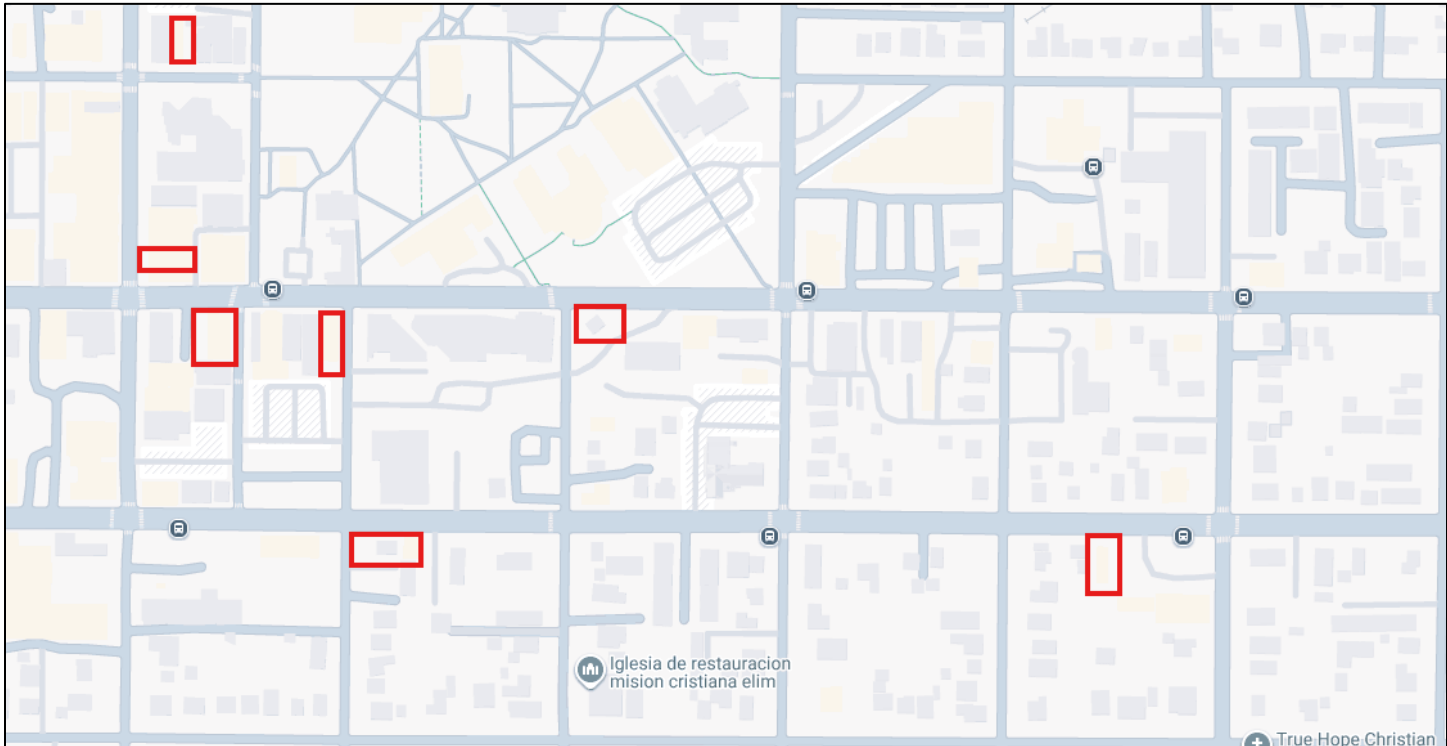
- Work session April/May (if needed)
- Program finalization June
- Program advertised July 1

Building Revitalization Grant Applications 2026

Staff is pleased to present to the Urban Renewal Board seven Building Improvement Grant applications for review. The seven projects are requesting a total of \$337,735 in grant funding, with an anticipated match of \$342,135, resulting in \$679,870 in new investment in the Urban Renewal Area. The program is funded at \$350,000 for FY 2025-2026.

The Economic Development Commission (EDC) reviewed and scored the applications at its January 8, 2026, meeting. The EDC found all seven projects to be a worthwhile investment and recommends that the URA Board approve all seven projects for full funding.

Eight total applications were received; however, one application, 4383 N Adair Street, is outside of the Urban Renewal Area and therefore it was not submitted to the EDC for review.



PROJECT LOCATION	GRANT REQUEST	PROJECT DESCRIPTION
2007 21 st Ave	\$33,870	Walk-in refrigerator
2009 Main Street	\$12,500	Upgrade HVAC system
2016 Pacific Ave	\$46,300	Paint, weatherproofing, carpet, windows, lighting
2038 Pacific Ave	\$4,000	Upgrade the electrical system
2018 19 th St	\$60,000	Interior renovations, HVAC
2202 Pacific Ave	\$98,000	Building addition for new office. ADA accessibility
2420 19 th Ave	\$100,000	New outdoor eating plaza, construction of 4 new studio apartments

Building Revitalization Grant Applications 2026

Section 1: Purpose

- 1.1 The purpose of the Building Improvement Grant Program (Program) is to provide financial assistance to projects within the urban renewal area that:
- increase the assessed value
 - stimulate private investment
 - create jobs
 - improve property values
 - increase the desirability for leasing
 - increase the functionality of the space
 - promote sustainable building practices
 - encourages the preservation of historic resources
 - provide needed housing and mixed-use development
 - encourage uses and amenities that promote increased residential uses
 - encourage the construction of public gathering spaces

Section 2: Programs

- 2.1 Building Improvement Design Grant: A grant of up to \$5,000 for architectural, design, and engineering services.
- 2.2 Building Improvement Grant: A matching grant (1:1) up to \$100,000 for project costs that meet the above purpose. This includes interior and exterior improvements, excluding storefront facades which are covered under the Storefront Façade Grant Program.
- 2.3 There is a cap of \$105,000 in funding from the Building Improvement Grant Program per business or property in a five year period.

Section 3: Eligibility Requirements – Applicants must meet all of the following requirements to be eligible for consideration by the Economic Development Commission and Urban Renewal Agency Board of Directors:

- 3.1 Property must be located within the Urban Renewal Area.
- 3.2 The project will likely increase the taxable assessed value.
- 3.3 Property must be used in whole or in part for commercial purposes.
- 3.4 Applicant must be a building owner or tenant and must provide a signed and notarized authorization letter from the building owner.
- 3.5 Business must be locally owned or a locally owned franchise. National franchises not locally owned are ineligible.
- 3.6 Business must be for profit or a non-profit that does not receive a city property tax exemption.
- 3.7 The total project cost must not exceed the maximum amount of funding a single property can receive in a five-year cycle of \$105,000.
- 3.8 Applicant must attest they will not use grant funds for their own labor.
- 3.9 Applicant must attest they will not use grant funds for any governmental permit, system development charge (SDCs), and/or application fee.
- 3.10 Project must comply with all local, state, and federal rules and regulations.
- 3.11 Applicant must provide a signed and notarized Hold Harmless Letter.
- 3.12 Applicant must answer all questions on the application to be eligible for consideration.

Section 4: Application and Approval Process

Building Revitalization Grant Applications 2026

- 4.1 Building Improvement Design Grant: applications are reviewed and approved by staff if the application demonstrates the project is consistent with the purpose of the program and the applicant is prepared to implement building improvements that meet or exceed \$25,000.
- 4.2 Building Improvement Grant Program: applications are screened by staff for completeness and program eligibility consistent with the purpose, requirements, and restrictions of the program. If the project application is eligible and complete, a conference is scheduled with the applicant to review the project and clarify any questions. The application is then forwarded to the Economic Development Commission (EDC) to make recommendations to the Urban Renewal Agency Board (Board) who will make the final decision on each application. All grantees will be required to enter into a Grant Acceptance Agreement outlining the roles and responsibilities of each party.
- 4.3 Award of grant monies is contingent upon funding availability.

Section 5: Distribution of Funds

- 5.1 Both the Design Grant and Building Improvement Grant are reimbursable upon submittance of qualifying and certified receipts.
- 5.2 Design Grant reimbursements are one-time and upon submittance of final design.
- 5.3 Building Improvement Grant reimbursements:
 - 5.3.1 For projects less than \$25,000 in grant funds, payments will be made upon completion of the project.
 - 5.3.2 For projects exceeding \$25,000 in grant funds, payments will be made semi-annually upon certification of qualifying receipts or upon completion of the project.

Building Revitalization Grant Applications 2026

2007 21st Ave

Project Cost: \$66,935

Grant Request: \$33,870

Use: Commercial

Project Narrative:

Slow Rise is very interested in being part of the Building Improvement Grant program.

We are asking for help in constructing a walk-in cooler that would allow us to expand and strengthen our business in its current location.

Since moving to 21st Avenue, Slow Rise has enjoyed an upward trend in growth. Our production has increased and has the potential of continuing to grow, however, without a walk-in, our production is compromised.

Most of our products have to be proofed overnight in a refrigerated environment.

We are currently using 5 refrigerators to accommodate this; it is crippling our capacity. These 5 refrigerators cannot keep up with the constant opening and closing of the doors and are overloaded; we have lost 3 fridges within the last year. We are unable to expand operations and are forced to turn down potential new clients that would help our business to grow.

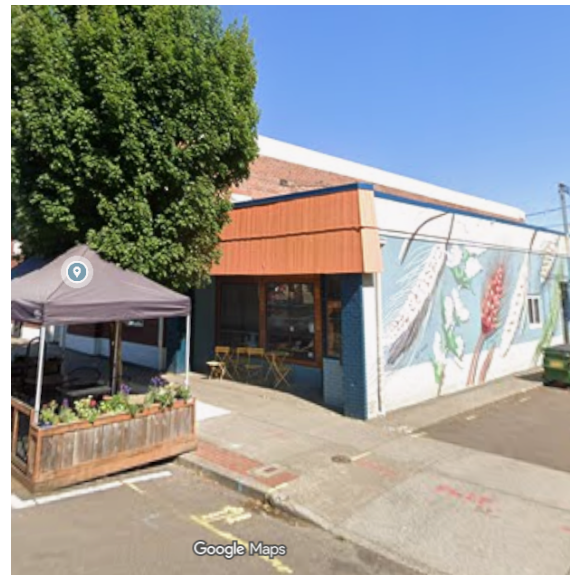
A walk-in would allow us to create a more usable space and a safer work environment for our staff.

It would reduce energy consumption, thus allowing us to achieve our goal of a more energy-efficient operation.

We have worked with PKNW (contractor) on previous projects; they do excellent work and specialize in restaurant projects.

They have quoted us \$31,870 for this project; there will likely be some roofing and electrician charges that we will not be able to determine until the project has begun. Therefore, we are estimating an additional 2k for these expenses.

This walk-in would be installed in an existing room that houses our office and additional storage. Containing our refrigeration needs to one area would open up the space for continued growth, a safer workspace, and the introduction of classes to the public. Please reach out if you need additional information.



Describe how the project will stimulate private investment:

The addition of a walk-in will be a capital improvement, thus increasing the property value. We will be able to increase our production, which in turn will create more jobs. We will be able to further utilize our procurement of local ingredients as our volume of goods increases. The ability to increase production will also allow us to expand to other local markets. In addition, continuing a thriving business will stimulate interest in the Forest Grove downtown business core.

How will this project create or retain jobs?

The addition of a walk-in will allow us to greatly expand our production capacity to serve more bread and pasty to both Forest Grove and to other markets and wholesale locations. Increased production capacity will create a need for additional bakers, delivery staff, and market staff. During slower times of our onsite business, we can maintain our staff level as we will have other external avenues of selling our products.

Building Revitalization Grant Applications 2026

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

This space was originally laid out as a cafe with an apartment behind it. We are utilizing this 800 sq. ft. as a production area. Our current footprint requires us to maneuver around multiple free-standing refrigerators. It is cumbersome, inefficient and a hazard to our staff, as they have to negotiate five different destinations as opposed to one. Adding a walk-in will bring this building to a full functioning cafe, restaurant, and production space. It will be a huge asset to our operations and to future tenants. A walk-in is simply an industry standard for any foodservice establishment. It will expand the usable work area, thus allowing the possibility of classes in the future.

Describe how the project will increase the functionality of the space for leasing.

Offering 2007 21st Avenue as a fully functional restaurant/bakery space will be attractive to future tenants. Our understanding is that this was a deal breaker for our landlord when they were trying to lease the space prior to our tenancy. Potential tenants required a walk-in, and without one, they did not feel they could adequately operate in this building. With the addition of the walk-in, the traffic flow would be unencumbered, and operations would be streamlined. A walk-in is industry standard for a bakery/ food service establishment.

Describe how the project will improve the environmental sustainability of the space.

Our product relies on humidity control and refrigeration to attain the quality we are so famous for. We sought out the expertise of BPA and Resource Innovations to evaluate the 800 square foot production area. The 5 refrigerators and three freezers were causing excessive heat and humidity, which is very detrimental to our product. This situation was increasing the heat load of the building, so we had to install a mini split to offset this. It was suggested by the energy auditors that a walk-in would eliminate 5 refrigerators and thus reduce our heat load and energy consumption

Is the building a contributing historic structure?

No

Building Revitalization Grant Applications 2026

2009 Main Street

Project Cost: \$25,000

Grant Request: \$12,500

Building Use: Commercial

Project Description: The Taqueria Corona restaurant needs HVAC for crucial things like maintaining guest and staff comfort, ensuring food safety and hygiene by controlling air quality, removing cooking odors, and meeting health codes, and for operational efficiency, preventing equipment failure, and protecting food from humidity, all while creating a positive dining atmosphere that keeps customers coming back. Without it, you risk unhappy customers, lower employee productivity, and potential health violations.

Describe how the project will stimulate private investment:

This project stimulates private investment by offering stable, recession-resistant demand, fragmented markets ripe for consolidation (roll-ups), and significant growth opportunities from energy efficiency and increased demand for better air quality, attracting, seeking predictable revenue, efficiency gains, and high returns through acquisition, operational improvement, and strategic expansion. Investors inject capital for growth, technology, and market consolidation, transforming small firms into larger, more profitable.



How will this project create or retain jobs?

It will positively impact in the worker to stay, continue to work and wont close the business, This project create and retain restaurant jobs by ensuring a comfortable environment for staff (boosting productivity) and customers (increasing sales), maintaining food safety (preventing spoilage), and requiring ongoing maintenance, installation, and specialized repairs,\ creating consistent work for technicians in temperature control, ventilation, and refrigeration. A well-run system reduces operational risks, allowing staff to focus on service, while also demanding skilled professionals to keep everything running smoothly and efficiently.

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

Yes- people wants to go out when its extreme weather and stay in a nice atmosphere. Clients and shoppers tend to spend more time in stores with comfortable temperatures, leading to increased sales and customer satisfaction. On the other hand, uncomfortable temperatures can discourage potential customers from entering a store or cause them to leave prematurely

Describe how the project will increase the functionality of the space for leasing.

It will be beneficial for everyone to visit us and stay local (people don't like extreme hot weather and cold weather into the restaurant. It will be very welcoming to anyone. An HVAC system significantly boosts a leased space's functionality by providing tailored comfort (zoning), ensuring excellent Indoor Air Quality (IAQ) for productivity, reducing tenant operating costs (efficiency), and offering flexibility for different business needs, making the space more desirable, reducing complaints and operational headaches

Building Revitalization Grant Applications 2026

Describe how the project will improve the environmental sustainability of the space.

High Energy Efficiency: Modern AC heaters are highly efficient because they work by transferring existing heat (from the air, ground, or water) rather than generating it from scratch. Integration of Smart Technology: Features like smart thermostats and automated controls optimize energy use by adjusting operation based on occupancy and real-time conditions, preventing energy waste from heating or cooling unoccupied areas. Enhanced Indoor Air Quality: Without on-site combustion, the systems avoid the associated indoor air pollutants. Additionally, units feature advanced filtration systems that remove allergens and contaminants, contributing to a healthier indoor environment. Resource Conservation and Durability: The durability and long lifespan of these systems, combined with their reduced maintenance needs, minimize the environmental toll associated with the manufacturing and disposal of replacement units

Is the building a contributing historic structure?

Yes

Building Revitalization Grant Applications 2026

2016 Pacific Ave

Project Cost: \$92,600

Grant Request: \$46,300

Building Use: Commercial

Project Description: The building located at 2016 Pacific Avenue, occupied by Frye's Action Athletics for over 50 years, is a perfect candidate for the City of Forest Grove Building Improvement Program grant funding. As a commercial property that anchors the downtown Forest Grove business district, this is a prime location to initiate or relocate an existing business. Frye's, as well as future occupants, have the potential to increase visibility, private investment, tourism, and jobs in the local jurisdiction. The proven success of a long-term tenant, even during limits implemented during the COVID pandemic, helps make this location a coveted commercial space. Visitors and community members alike enter the retail district to eat, shop, and socialize. The proposed improvements will not only improve the quality, desirability and shopping experience, it will also spark job growth and future business investment in the urban core. The project scope of work includes the following components:

General Contractor services

- Paint exterior and interior with updated colors to improve visibility and aesthetics
- Weather-proof west side wall to avoid future weather damage
- Install new carpet to create a more inviting space
- Replace water-damaged ceiling tiles
- Uncover (and possibly replace) east building windows to capture historical integrity and increase natural light
- Add ceiling windows/skylights
- Update interior lighting to complement natural light
- Install new interior signage
- Support sustainable practices



Describe how the project will stimulate private investment:

The project proposed under this opportunity, valued at \$92,600 will result in an initial investment of \$46,300 in private dollars by the property owner/applicant, which is likely to result in continued investments in future projects supported by city grant and non-city dollars over the next several years. As the work included in the proposed project scope has not been initiated, the need for/details of potential improvements that may follow have yet to be identified, but the emergence of additional improvement projects is highly probable and will increase future private investment. Given the square footage, layout, and building location there may be opportunities that we are not yet aware of (e.g. updated bathroom facilities, updating wall panels/design, changing layout, finishing the basement, creating distinct spaces). In addition to direct investment in this project, situated on the corner of Pacific Avenue and Council Street, the 2016 building is one of the first things both visitors and residents see as they come into the downtown core. The proposed project will invest in sectors from trade, labor and supplies across the scope of services. Private investment beyond that of the owners has the potential to positively affect the following: Increased visibility As a result of increased visibility, the Forest Grove business district will attract more small businesses interested in establishing storefronts in the community, resulting in a more vibrant feel, attracting more businesses and business patrons. Over the years, the area around Main Street has continued to blossom into a destination, not only for visitors, but for local residents. Increasing access to products and services downtown will help alleviate the need for Forest Grove residents, as well as those who live in smaller adjacent communities (e.g. Gaston, Banks), to travel to big box stores, chains, etc. to meet their shopping needs.

Building Revitalization Grant Applications 2026

With a long-time regional customer base from Hillsboro to Vernonia, Frye's has attracted shoppers to the area for decades. As retail, restaurant and professional service options increase, customers are primed to spend more dollars locally. In addition, the increased visibility and vibrancy will draw more interest in permanency for current residents as well as the migration of new people and families relocating to the community. Labor and Products The increased visibility, number of successful businesses, residents and visitors, spurs the need for more labor, services and supplies across sectors such as home repair, medical care, groceries/household supplies, mechanics, etc. Festivals, Markets, Sporting events The factors described above will all contribute to bringing more events, market vendors and event goers to the community, positively affecting hotel occupancy, restaurant traffic etc.

How will this project create or retain jobs?

As detailed in the Project Scope, the proposed project will create jobs across the following sectors:

- Painting/painting prep = 3
- Carpet laying = 2
- General Contracting/Construction =1
- Other trades/labor combined (electric, sign installation, skylight/window installation, etc.) = 1

In addition, the proposed project could stimulate job growth in retail and restaurant industries as described in the previous section (Private Investment).

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

With new carpet, more natural light, and new ceiling tiles, the space will be more attractive for leasing and not just for one business. As noted above, the building could house multiple businesses, given the opportunities to divide the existing space, finish the basement, etc.. In addition, the recent investment in weatherization will put future tenants at ease. The upgrades supported by the recently awarded City of Forest Grove StoreFront improvement grant will also contribute to building appeal, including contributing to the historic preservation of downtown buildings.

With the updated improvements, the 2016 Building will be primed for after hours events particularly the upstairs space. This includes both generating revenue through renting the space and donating it for community, team, and cultural events.

The existence of "Third Spaces" in the Forest Grove and surrounding communities, are rare, especially for affinity groups (i.e youth, culturally specific, LGBTQ, clubs, etc.). A low cost or no-cost "Third Space" has the potential to create community cohesion and feelings of support and belonging.

Describe how the project will increase the functionality of the space for leasing.

The primary aspects of the proposed project that will increase functionality are the lighting components - both natural and artificial. However, after completion of the scope included, the owner will engage in a thorough assessment of additional improvement that could increase functionality for example, structural divides, moving the cash register area, increasing the number of bathrooms, among others.

Describe how the project will improve the environmental sustainability of the space.

As detailed in the Project Scope in Attachment A, proposed costs include using non-toxic, eco-friendly products. In addition, the estimated budget includes a line item specific to filling any gaps identified during implementation, when it comes to recycling, reuse, and disposal of materials. Finally, the General Contractor will be tasked with ensuring the project is implemented with an eye towards optimal sustainability.

Is the building a contributing historic structure?

Yes

Building Revitalization Grant Applications 2026

2038 Pacific Ave

Project Cost: \$8,000

Grant Request: \$4,000

Building Use: Commercial

Project Description:

At this location, upstairs, there is a fuse box that needs to be updated to a breaker box. Also, the wiring outside of the front of the building is frayed and require attention for safety reasons. I am unable to provide an accurate quote until Washington County reviews the issue. This is just a guesstimate from a local commercial electrician.

Describe how the project will stimulate private investment:

Bringing the building to code will attract future tenants and investors.

How will this project create or retain jobs?

If these fuses fail, it will be sometime before I will be able to get this upgraded. There is a long term tenant, Upstairs yoga that uses this space daily.

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

Having everything up to code is important for everyone's safety.

Describe how the project will increase the functionality of the space for leasing.

Upgrading the electrical as well as the frayed outside wires will the functionality and safety of the space and building.

Describe how the project will improve the environmental sustainability of the space.

I have upgraded most of the breaker panels. I want to make sure that the building is safe for all occupants.

Is the building a contributing historic structure?

Yes



Building Revitalization Grant Applications 2026

2118 19th Ave

Project Cost: \$120,000

Grant Request: \$60,000

Building Use: Commercial

Project Description:

This project is for the Me Time Spa Salon, which seeks to perform a comprehensive upgrade and expansion of its service areas. The renovation will focus on enhancing the client experience through modern amenities and an improved layout.

Key project components include:

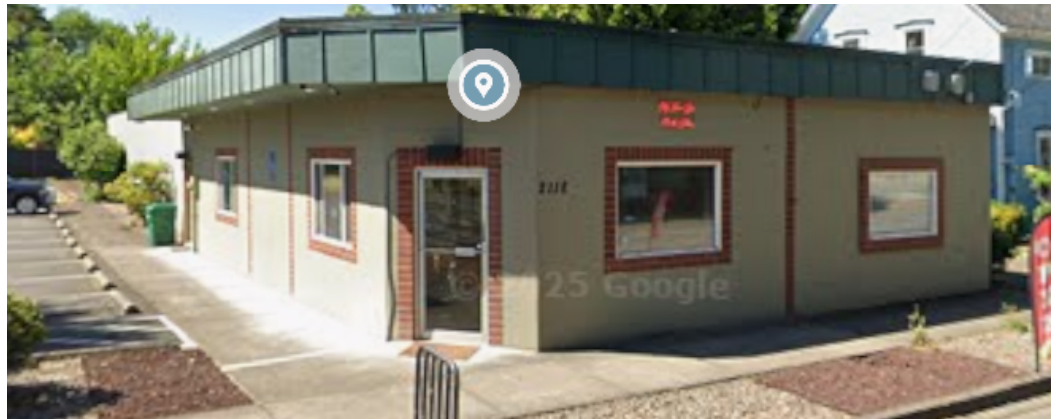
Expansion and reconfiguration: Demolish the wall separating the existing tanning area from an adjacent, currently underutilized space. This will create a larger, open-concept floor plan dedicated to a new, expanded spa and salon.

Advanced service technologies: Replace outdated equipment with

state-of-the-art tanning beds featuring new lighting technologies. Upgrade the hair service stations with ergonomically designed chairs and modern sinks, and install high-efficiency, full-spectrum lighting throughout the service areas to improve visibility and ambiance.

Dedicated spa and "me time" area: The larger footprint will allow for the creation of a distinct, quiet spa zone. This will include a new massage room, private treatment areas, and a comfortable waiting lounge to enhance the "me time" experience for clients.

Infrastructure upgrades: Improve plumbing and electrical systems to support the new layout and equipment. A new HVAC system will be installed to ensure consistent temperature control and proper ventilation in all service areas, particularly for the tanning and hair services.



Describe how the project will stimulate private investment:

This project is designed to increase the value and revenue of the Me Time Spa Salon, attracting further private investment.

Increased property value: Modernizing the facility with high-end finishes and state-of-the-art equipment will increase the overall assessed value of the property. This makes it a more attractive and sound investment for the owner or potential private partners.

How will this project create or retain jobs?

The project will contribute to the local economy through both temporary construction jobs and new, permanent employment opportunities.

Construction employment: The remodeling phase will require the hiring of skilled professionals, including contractors, electricians and plumbers. The salon will prioritize hiring local tradespeople, ensuring the project's investment circulates within the community.

Permanent job creation: The expanded space and increased service offerings will necessitate an increase in staffing. The Salon plans to hire a minimum of [insert number] new permanent employees, which may include:

- Licensed massage therapists for the new spa services.
- Additional hair stylists and nail technicians.
- A dedicated salon manager to oversee the larger operations.

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- Front desk and administrative staff to support the increased client volume.

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

The project will transform the salon into a premier destination, making it more desirable for customers and increasing its function as a community space.

Luxurious environment: The redesigned layout and updated finishes will create a more luxurious and relaxing ambiance, elevating the entire customer experience.

Dedicated third place: The new spa area and comfortable waiting lounge will offer clients a space to relax and socialize, functioning as a "third place" outside of work and home. This encourages social interaction and increases the time clients spend on the premises.

Community workshops: The expanded area could host wellness seminars, beauty workshops, and community events. Further establishing the salon as a community hub and increasing its public use.

Describe how the project will increase the functionality of the space for leasing.

Upgrading the electrical as well as the frayed outside wires will the functionality and safety of the space and building.

Describe how the project will improve the environmental sustainability of the space.

I have upgraded most of the breaker panels. I want to make sure that the building is safe for all occupants.

Is the building a contributing historic structure?

Yes

Building Revitalization Grant Applications 2026

2202 Pacific Ave

Project Cost: \$196,000

Grant Request: \$98,000

Building Use: Commercial

Project Description:

The project intends to expand the existing building with an additional 260 sf to add an additional office space for a second Financial Advisor and also an additional assistant . The project will also remodel the interior bathroom to be ADA compliant, with additional interior improvements for ADA accessibility. Exterior improvements will include trimming the landscape and adding exterior lighting for improved safety and security. A sidewalk will also be added from the parking area to the front door for additional ADA accessibility. Exterior improvements will also be to freshen up the current curb appeal.



Describe how the project will stimulate private investment:

As the business owner, I am investing my financial resources into the local economy by looking to improve the real estate of a downtown business. The improvements, which include adding square footage, updating the interior to be ADA compliant, and the addition of a new HVAC system will increase the value of the real estate, which will therefore increase its tax base. It is a very visible location, being directly adjacent to the post office, library, police station and Pacific University. When the community sees improvements in their local community, it can be a source of inspiration.

How will this project create or retain jobs?

The office location is a local Edward Jones office which currently employs one Financial advisor and one assistant. With the additional square footage, the new plan will have offices for two Financial Advisors with an assistant and a third office which will allow for another assistant in the future. The Edward Jones office provides complete wealth management services to the community of Forest Grove and its residents

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

The project will increase the desirability of the space by adding another useable office and by creating a functioning conference room for group meetings or additional staff.

Describe how the project will increase the functionality of the space for leasing.

The project will increase functionality in its improvements to make the bathroom ADA compliant as well as all interior hallways and doorways. In addition, an exterior sidewalk will be added to increase ADA accessibility to the front door. Lastly, the space will be getting an all new HVAC system. The current heating and cooling systems are wall mounted ductless units. The removal of the wall units not only improves aesthetics but also function

Describe how the project will improve the environmental sustainability of the space.

The installation of a new HVAC system as well as the addition of new energy efficient windows will improve the environmental sustainability of the space. .

Is the building a contributing historic structure?

No

Building Revitalization Grant Applications 2026

2420 19th Ave

Project Cost: \$204,400

Grant Request: \$100,000

Building Use: Commercial / Residential

Project Description:

We are very happy to be able to deliver this project and make our business idea come true in the university and central area of Forest Grove. This idea starts by building new projects, looking for and finding value in the market and improvements that not only help us as a business but also help to promote the economy of more businesses. Our commercial property is a 3-minute walk from the University. There is even a business that has been showing the quality of its products for 5 years, La Panera is a



business that sells, bread, past lol Mexican stuffed breads, with this project we want to improve, secure and expand these properties, I would fix all the floor, with gravel and asphalt, reducing risks, and dangers of falls, accidents and damage to the property with the desgate with concrete that is at the exit. left of the property. Puddles of water and mud that there are. Create safe and clean spaces for the terrace that we will make, expanding towards the front a New space that will create or give way to making a coffee terrace so that customers can enjoy their orders in the same place or simply enjoy the wait for their order. Complementing it with something enjoyed and. as popular as coffee. This project will give a totally new image. renewed.

Back part.

4 studio apartments with kitchen, bathroom, and a room for washing and drying clothes. We have realized that Forest Grove needs a dignified and modern place for our residents and visitors, studios that will be rented, per day, per week, or month by month, giving options for discounts to students and workers. Giving more value to the property, the Baker, even more growth in restaurants, car wash, plaidpantry and more. That they are around it.

Describe how the project will stimulate private investment:

This project is of great help, because this idea, apart from raising the value of the property, more than \$400k, opens up the possibility of growing in recognition, and starting a franchise with studios, apartments or real estate, looking for and finding key places to continue doing it, this type of project, and we have more loyalty with banks and / or even with enterprises, companies, companies and of course with the client. Having more opportunities in every area, private and business.

How will this project create or retain jobs?

Of course! This project promises, a great profitability,. work team of at least 30 people, in the construction of this entire project. from designs, plans, equipment for each assigned area, and The goal is to activate this place by accessing with an idea that helps to promote other businesses 100% creating new jobs and even new ones, the cafeteria will need more people to attend, and the studios, interior designers, cleaning staff, and maintenance personnel.

Describe how the project will increase the desirability of the space for leasing or increase gathering spaces.

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This project of the terrace and renovated spaces, with asphalt parking we will leave a space to rent for a food truck behind the studios, it will enable that place where it will become meeting points, meetings, a modern place, with a nice design, giving a public space.

The front terrace, we will also use a public place, as you wait for the bus station that is just outside near the property. The spaces, the terrace and of course the studios are made to encourage spaces for relaxation, meeting, study or work, business meetings and more, we will promote harmony, of our place and environment. so that these spaces are filled.

Describe how the project will increase the functionality of the space for leasing.

Absolutely everything will grow, we will have to make a construction, where it is a building that is required to do from 0-100. Adding plumbing, electricity, installations and permits for building extensions, which are for the creation of the studios and their construction that requires everything you ask for. Since it is a building and construction that will improve the property for us and the renters or future buyers.

The terrace will give more value to the property, business and in the future a better space and for future tenants

Describe how the project will improve the environmental sustainability of the space.

Everything is sustainable. Our designs, and ideas, are with a great economic profitability, in the short and long term, naturalistic designs, representing, the natural of forest grove. Caring and responsible for the care of the planet. And finally with the approach of social well-being, giving social and environmental

Is the building a contributing historic structure?

Yes

Building Revitalization Grant Applications 2026

URA BOARD APPROVED SCORING RUBRIC

PROPERTY _____

REVIEWER _____

<u>Criteria</u>	<u>Eligible Points</u>	<u>Score</u>
<u>Project stimulates private investment</u> <ul style="list-style-type: none"> <i><u>Applications with a higher ratio of match to grant and potential impact to assessed value would receive a higher score.</u></i> 	<u>5</u>	
<u>Project would create or retain jobs</u> <ul style="list-style-type: none"> <i><u>Applications are scored based on type and number of jobs created.</u></i> 	<u>5</u>	
<u>Project would increase the desirability of the space for leasing or increase gathering spaces</u> <ul style="list-style-type: none"> <i><u>Projects that increase desirability for leasing or increase the use of the space as a “third place” (public gathering space) would receive a higher score.</u></i> 	<u>5</u>	
<u>Project would increase the functionality of the space for leasing</u> <ul style="list-style-type: none"> <i><u>Projects that increase the functionality of the space, i.e., HVAC/plumbing/electrical improvements, for current or future tenants, including aesthetics, access, and ADA compliance, would receive a higher score.</u></i> 	<u>5</u>	
<u>Project would improve the operating, preservation, and/or environmental sustainability of the space</u> <ul style="list-style-type: none"> <i><u>Projects that improve the operating, preservation, and/or environmental efficiency of the building would receive a higher score.</u></i> 	<u>5</u>	
	<u>Total Score:</u>	

PROJECT LOCATION	GRANT REQUEST	PROJECT DESCRIPTION	SCORE
2007 21 st Ave	\$33,870	Walk-in refrigerator	
2009 Main Street	\$12,500	Upgrade HVAC system	
2016 Pacific Ave	\$46,300	Interior renovations. Window additions.	
2038 Pacific Ave	\$4,000	Upgrade the electrical system	
2018 19 th St	\$60,000	Interior renovations, HVAC	
2202 Pacific Ave	\$98,000	Building addition for new office. ADA accessibility	
2420 19 th Ave	\$100,000	New outdoor eating plaza, construction of 4 new studio apartments	