

**MEETING MINUTES**

**ATTENDEES:** Kelly Marks, George Cress, Ray Giansante, Howard Sullivan, Mark Nakajima, Eduardo Corona, Steven Lach, Bruce McVeen, Tim Budelman, Brian Wilbur, Hope Kraemer, Jeff King, Don Jones

**CITY STAFF:** Michael Sykes

**ALSO ATTENDING:** Pete Truax

**1. CALL TO ORDER:**

The meeting was called to order @ 12:13 by EDC Chair Brian Wilbur.

**2. CITIZEN COMMUNICATION:**

None.

**3. APPROVAL OF EDC MEETING MINUTES FROM MARCH 7<sup>TH</sup>, 2013:**

Brian Wilbur asked for a motion to approve the minutes from the last EDC meeting. Bruce McVeen moved to accept the minutes as presented. Tim Budelman seconded the motion. The minutes passed unanimously.

**4. ADDITIONS / DELETIONS & STAFF SUMMARY:**

Jeff King informed everyone that Gary Holstrom, who was scheduled to attend today's meeting to speak about the Economic Development Marketing Plan, will not be here due to an illness in his family. Jeff said that hopefully he will be able to attend next month's meeting. Next Jeff mentioned that there is a large company out of the United Kingdom that is looking at renting from Henningsen Cold Storage. This company makes fruit products. It is a large company that is trying to keep a low profile, and so their name is not being made public. They are being referred to as "Project Viking" in an effort to keep their identity private. Jeff also mentioned briefly that Forest Grove is still in the running for the applesauce company that is looking to re-locate. Finally, Jeff said that the construction @ Prime Time is moving right along, and that the owners are hoping to re-open @ the end of June, or by July 4<sup>th</sup> at the latest.

**5. BUSINESS**

**A. McMENAMIN'S HOST UPDATE:**

There was no host update today as Clyde Fulkerson was unable to attend.

**B. EDC BOARD OPENINGS:**

Connie Potter has agreed to fill in for the time being for Gil Jimenez, which will fill the School Board opening. There is still a vacancy in the Small Business / Manufacturing

area. This area has typically been filled by a winery in the past, and both Sake One and David Hill Winery have been mentioned as options to fill this spot.

**C. WORKFORCE EDUCATION SUMMIT:**

Jeff King stated that he thought that the Workforce Education Summit was very interesting and informative. He said that a summary of issues or problems facing the workforce and hiring were covered, as well as an update on the Science, Technology, Engineering, & Mathematics Program (S.T.E.M.). Kelly Marks added that she thought it was a very positive meeting with a lot of talk of collaboration amongst interested parties, and the potential to accomplish quite a bit with the future of education. She noted that one topic or issue that was brought up was why are schools still educating their students in the same format or fashion as they did 200 years ago? Jeff also mentioned that the priority of issues at the summit was S.T.E.M. first, educating children to be ready to work in the private sector second, and adapting the children to current technology to bring them up to speed and familiar with what will be expected of them as they join the workforce.

**D. ECONOMIC DEVELOPMENT MARKETING PLAN:**

Jeff King spoke in lieu of Gary Holstrom. He said that the Business Incentive Program is expiring at the end of June, and there is talk of extending the program to attract more business. The issues being evaluated when considering to extend the program are 1) Has the program been utilized by businesses? 2) How much does it cost the City? 3) New food processors looking to relocate to Forest Grove may take advantage of the program too if it is extended. Hope Kraemer mentioned that she thinks it is a valuable program worth extending. Don Jones said that he thinks it is a good idea also to renew the program since the recovery of the economy is not over yet. Jeff noted that the City of Gresham just voted to extend their program of a similar nature. Tim Budelman noted that from a real estate perspective that a program like this one can be enticing to perspective buyers. It is one more incentive that may sway a buyer to purchase something in Forest Grove, rather than in a city that does not offer a similar program. Don Jones moved that the EDC recommend to the City Council to extend this program into 2014. Tim Budelman seconded the motion. The motion passed unanimously.

**E. TIMES LITHO BUILDING UPDATE:**

Michael Sykes said that so far there have been two meetings to discuss how to best utilize the Times Litho Building and land. The second meeting was just last week. He explained that Jerry Johnson, who is a developer who is involved in several projects throughout Oregon, is working up a study on the building that should take approximately six weeks to complete. Next Friday, May 10<sup>th</sup>, the subcommittee that has been established to evaluate this project will meet again. Michael mentioned that the subcommittee is comprised of very talented people with lots of experience in this area. He feels confident that they will provide a lot of good ideas to bring before the City

Council. Michael also shared that he feels that if the City is successful at using the Times Litho space to increase business to Forest Grove, that it will be a great boost to the City.

**F. COMMITTEE UPDATES:**

**Industrial & Infrastructure**

Jeff King noted that there is a new ad that will run in the Portland Business Journal promoting Forest Grove. Also, the committee has finished their most recent letter to brokers, and it has been e-mailed.

**Small Business**

Jeff King said that there are currently two entrepreneurs participating in the training that is offered and partially funded through the City and that there are currently still two slots open. He felt the openings may end up being filled by Becky Schaefer of The Urban Decanter, and by Sam who owns New Era Computers.

**Workforce**

Kelly Marks explained that there are jobs available, but that the problem that employers are having is finding qualified people to fill the jobs. She also mentioned that there is a demand currently for welders, vocational type jobs, and also high tech. Portland Community College has selected a new president. His name is Dr. Jeremy Brown, and he will begin working on July 1<sup>st</sup>, 2013.

**6. COUNCIL COMMUNICATION:**

Pete Truax said that the law suit with The Parks Subdivision developers has finally been settled for \$5 million dollars, and that all \$5 million is covered by the City's insurance, but that even though the insurance will cover the settlement, that this situation is still considered very serious, and that procedures will still need to be addressed by all City staff and departments. Pete also mentioned that the Sustainability Summit that was held on April 20<sup>th</sup>, 2013 covered very important issues, both environmental and economic, which affect the community greatly. Lastly, he noted that budget meetings for the new fiscal year beginning July 2013 are well under way at this point.

**7. STAFF & BOARD MEMBER COMMUNICATIONS:**

Eduardo Corona from Adelante Mujeres reminded everyone that the Farmers' Market begins again on Wednesday, May 15<sup>th</sup>, 2013.

**8. ANNOUNCEMENT OF NEXT MEETING:**

Brian Wilbur announced that the next EDC meeting will be held June 6<sup>th</sup>, 2013 @ McMenemy's Grand Lodge, in the Alice Inkley Room.

**9. ADJOURNMENT:**

The meeting was adjourned by Brian Wilbur @ 1:37 p.m.

Approved by the Forest Grove Economic Development Commission:

Date: \_\_\_\_\_

Signed: \_\_\_\_\_

EDC Chair