

Meeting Minutes

ATTENDEES: Tim Budelman, Chair; Hope Kramer, Vice Chair; Don Jones; Kelly Marks; Lois Hornberger; Mark Nakajima; Howard Sullivan; Guy Storms; Bruce McVean; John Hayes; Javier Urenda; Steve Krautscheid; James Draznin

CITY STAFF: Jeffrey King, ED Program Manager; Cassi Bergstrom, Admin Specialist; George Cress, L&P Director; Jesse Vanderzanden, City Manager; Jon Holan, Community Development Director; Paul Downey, Admin Services Director; Brandi Walstead, Program Specialist

ALSO ATTENDING: Todd Kelley, Edward Jones Rep; Jim Walker, Studio C Architecture; Dwight Unti, Tokola Properties

1. CALL TO ORDER:

The meeting was called to order at 12:13 p.m. by EDC Chair Tim Budelman.

2. CITIZEN COMMUNICATION:

None.

3. APPROVAL OF DECEMBER 3, 2015 SUMMARY MINUTES:

Mr. Hayes moved to accept the meeting minutes as presented. Mr. McVean seconded. The minutes passed unanimously.

4. ADDITIONS/DELETIONS & STAFF SUMMARY:

None.

5. BUSINESS:

A. McMENAMIN'S -HOST UPDATE:

None.

B. FOREST GROVE CHAMBER OF COMMERCE UPDATE:

Howard Sullivan updated the board on the following:

The holiday decorations around town have been taken down thanks to Light & Power.

There are 19 new chamber members this year.

First meeting regarding the Visitor's Guide was yesterday, and 16 new pages of glossy will be added. This year 8,000 copies will be printed, up from 6,000 last year.

Board of Directors at the Chamber have voted Mr. Sullivan in as the Executive Director for the upcoming year.

C. APPROVAL OF 2016 MEETING SCHEDULE:

Mr. King presented the 2016 meeting schedule. No changes were requested. *Ms. Kramer moved the motion to adopt the 2016 meeting schedule as presented. Mr. Draznin seconded. The motion passed unanimously.*

D. PRESENTATION: TOKOLA PROPERTIES – TIMES LITHO SITE:

Mr. Vanderzanden gave a quick background of the Times Litho Site that is proposed to be developed by Tokola Properties. A Land Use Application has been submitted to the city and has gone through Planning Commission. First reading with the City Council on the development agreement will happen on Monday, January 11th.

Mr. Dwight Unti, President of Tokola Properties, began his presentation on the property and their ideas. Mr. Unti described who Tokola Properties is as a company, describing them as locally based, long term investor. Tokola Properties chose Forest Grove because of their charming Main Street district and it presents a great opportunity for urban, vertical development. Revitalization is important in Forest Grove downtown district.

This project has 78 total units, adding approximately 120-140 residents to downtown. This will attract new retail services and boost spending at local merchants. There are no comparable properties within the Forest Grove district area, and will set a new benchmark for raising rent levels. As construction progresses, this will provide a visual for the community to see that catalytic impact it will have on downtown.

Mr. Vanderzanden and Mr. King stated that there have already been business inquiries and the project hasn't broken ground yet. Mr. Vanderzanden went on to say that an economic impact study is being performed.

Jim Walker, with Studio C Architecture, gave a presentation on the design and architecture of the proposed building. Mr. Walker stated they are a small architecture firm purposefully in order to make their projects more personalized. The design of the proposed building is really based on Economic Development, Sustainability, and Urbanization Policy goals in the 2014 Comprehensive Plan. There are 2 phases on the property, and currently proposed is phase one. Mr. Walker went over the site plan for the property, and the available portions for retail.

Mr. Walker went over the different amenities of the building, with an emphasis on the bike room and the rain garden, explaining how it mitigates storm water. Mr. Unti reiterated how beneficial and visual the rain garden is for public education. Mr.

Walker also described the community garden and play structure area. A green roof will also help with storm water mitigation and help in eliminating heat from the asphalt. Sustainable design is focused on visual items to educate the public. Mr. Unti mentioned that the density of 78 units on the site makes it the most sustainable.

Vice Chair Kramer inquired about lead certified building. Mr. Unti stated that measures are implemented in conserving energy. Mr. Walker went on to say that their firm has been lead accredited on energy since 2002.

Mr. Walker went on to explain how the firm referenced old town Forest Grove for their inspiration on the colors and materials used. Even with the site approach to make the new building to scale with the downtown buildings in Forest Grove. Mr. Vanderzanden stated that the building off 4th and Main in downtown Hillsboro is a Tokola Property to reference.

Mr. Unti went over all the amenities of the building, explaining how amenity rich this project is which what people are seeking in urbanized living. This facility creates low maintenance living which is preferable for aging citizens to college students. There is a diversified mix of units and styles, from loft style (3 bed/2 bath) studios, live/work units and small, one level apartment style.

Live/work units provide a micro-commercial opportunity for small businesses and entrepreneurs to rent and run their business more affordably. Mr. Unti spoke of examples of small businesses that have thrived from this live/work situation.

Ms. Kramer inquired about the hotel piece that was mentioned in the newspaper. Mr. Unti spoke of the viability of a boutique hotel in Forest Grove, basing it on marketing research, and realized that this would be premature. An abundance of hotel rooms are being added to the marketplace in Hillsboro, and it will affect Forest Grove's market. The second phase could potentially be a hotel, but the first phase needs to be completed and successful first. Mr. Vanderzanden stated that phase two has a lot of potential to be marketable but waiting to see what the demand will be.

Mr. Hayes stated the issue is communication, and more people need to get on board with the need for a vibrant downtown. This proposal leads Forest Grove in that direction. The Farmer's Market is a good example of revitalizing and making downtown a happening place.

Mr. Nakajima inquired about the street trees on the project. Mr. Walker showed where the trees will be located interior/exterior.

Mr. Urenda inquired about the entry/exit point, and Mr. Walker showed on the map where that location will be.

Mr. Draznin asked about the live/work space size. Mr. Walker stated that those are currently in the works. Mr. Unti went on to say that they are hoping the units fill in 6 months. Mr. Jones inquired about the potential rental rates. Mr. Unti stated they are not broadcasting what they may be as of yet.

Mr. Vanderzanden stated this is going through City Council now, and the Land Use Application will be presented Monday. Chairman Budelman praised Tokola Properties quality work. Mr. King handed out data compiled showing Forest Grove having population growth.

The EDC Board had further discussion in support after Tokola Property representatives left. The board is in consensus with excitement about the project and its sustainability. ***Mr. Hayes moved the motion to offer a letter of support for the proposed building concept to the City Council. Mr. Jones seconded. The motion passed unanimously.*** Mr. King will draft up the letter of support.

E. 2016-2017 ECONOMIC DEVELOPMENT BUDGET:

Mr. King handed out data compiled showing Forest Grove having population growth.

Mr. King briefly spoke on the budget, more in particular looking at the marketing portion and more discussion will be held next meeting.

6. COUNCIL COMMUNICATIONS:

None.

7. STAFF & BOARD MEMBER COMMUNICATIONS:

On January 27th there will be a Boards and Commissions dinner.

8. ANNOUNCEMENT OF NEXT MEETING:

Vice Chair Kramer announced that the next meeting of the EDC will be on Thursday, February 4, 2016 at 12:00 noon in the Alice Inkley Room at McMenamin's Grand Lodge.

9. ADJOURNMENT:

Chairman Budelman adjourned the meeting at 1:38 p.m. by consensus.

Respectfully submitted by: Cassi Bergstrom

Approved by the Forest Grove Economic Development Commission:

ECONOMIC DEVELOPMENT COMMISSION
THURSDAY January 7, 2016
McMENAMIN'S GRAND LODGE – ALICE INKELY ROOM
PAGE 5

Date: _____,

Signed: _____

EDC Chair