

ECONOMIC DEVELOPMENT COMMISSION
THURSDAY JANUARY 8, 2015
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MEETING MINUTES

ATTENDEES: Hope Kramer – Vice-Chair , Kelly Marks, John Hayes, Mark Nakajima, James Draznin, Bruce McVean, John Hayes, Jon-Michael Kowertz, Brian Wilbur, Guy Storms, Don Jones, Howard Sullivan.

ALSO ATTENDING: Elena Uhing – City Council Liaison,

STAFF ATTENDING: Jeff King, Economic Development Manager, George Cress, Director Light & Power, Nyssa Rivera - Intern,

GUEST:

1. CALL TO ORDER:

The meeting was called to order @ 12:09 p.m. by EDC Vice-Chair Kramer.

2. CITIZEN COMMUNICATION:

3. APPROVAL OF THE SUMMARY MINUTES OF December 4, 2014 SUMMARY MINUTES:

Commissioner Jones moved to accept the meeting minutes as presented, seconded by Commissioner McVean. The minutes passed unanimously.

4. ADDITIONS/DELETIONS & STAFF SUMMARY:

Staff Update: Mr. King gave an update on recent activities starting with developments with the former Times Litho site project. The market feasibility study is still in progress with a preliminary report due shortly. The developer Sycan B, is also preparing some of his own financial estimates. It should be determined if the project will proceed with additional negotiations or be rejected outright by the developer over the next month. Mr. King also said that a mixed use project at the former Haggen site, next to Ace Hardware, is planning an aggressive schedule with construction beginning this summer. This project is expected to have 200 market rate apartments and commercial/retail uses in the front parcels. One early stage lead is for a taproom. Chaucer Foods is currently open with limited operations. They expect to be operating at 75% production in January. They are projected to have 50 employees by the end of the first quarter in 2015. Once they receive a food industry certification required by their suppliers, they plan to have a formal official grand opening event in April. The new bakery, Sugar Mommas Bake shop, had a soft opening on December 2nd with an overwhelming response. They have closed down briefly and will have a re-opening on January 10. Staff is also working with a lead for a new Thai restaurant to be located at the former Izgara location and a family owned hydro-seeding company that has purchased the former MIC recycling site on Fernhill Road. They will tear down the existing building and rebuild.

Mr. King also stated that several marketing initiatives are underway for running two radio web ads with OPB advertising, Oregon Business Magazine, and an ad in the Annual Travel Oregon Travel Oregon Guide. Mr. King also distributed a copy of four local business success profiles. Profiles for Usher Industries and Summit were new while profiles for Viasystems and Sake One were updates. They will be placed on the website and used to supplement marketing efforts.

5. Business:

A. McMenamins – Host Update:

There was no report this month

B. Forest Grove Chamber of Commerce Update: Mr. Sullivan announced a ribbon cutting for the grand opening of Sugar Momma's Bake Shop on Saturday, January 10, at 11:00am. They are located on Pacific Ave next to Scotties Drive-In. Sugar Momma's specialize in wedding cakes. He added that the Chamber will be holding an auction on Saturday, March 14th at Pacific University. This is the Chamber's largest fundraiser. Mr. Sullivan said that last year's fundraiser revenues were 40% higher than in the past, lots of interesting items to bid on. He added that the Chamber has added new members and is healthy financially.

C. 2015 Boards & Commission Dinner: Vice Chair Kramer announced the Annual B&C Appreciation Dinner and Reception for Wednesday, January 21, 2015. The event will be held at the FG Senior & Community Center, 2037 Douglas Street. Good time to recognize our members and find out what the other Commissions are doing.

D. EDC Strategic Plan Review: Mr. King handed out a copy of an edited version of the Plan along with an original version for member review. In addition, he handed out copies of the 2015 Oregon Business Plan, and the Oregon Business Alliance fifth annual Economic Check-Up.

Vice Chair Kramer began the Plan discussion regarding revising the Mission Statement. Council Liaison Uhing and Commissioner Hayes, worked as a subcommittee for the review. Proposed changes to the original version read as follows:

The Forest Grove Economic Development Commission advocates for a thriving local economy and advises the Council on relevant economic development issues.

Consensus approval from members was given for the revised Mission Statement.

Vice Chair Kramer continued Plan review discussion commencing with Target Area 6, group discussion centered on removing Goal 13. Goal 13 was removed by member consensus due to lack of funds and necessity. Mr. King, Target Area 7 is a new target area and centers around local area support. Commission members recommended changing Goal 16, Expand Local Community Communication to read: Develop local

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communication strategies increasing both public and business understanding and support of economic development vision and strategies. The second bullet under Goal 16 to remain unchanged. Moving on to Goal 17, changes were recommended to change the first bullet to read: Coordinate and collaborate with appropriate regulatory agencies to reduce barriers to development. Mr. King suggested adding a second bullet to read: Coordinate a streamline approach to the regulatory process. Mr. King felt this was necessary due to recent issues in dealing with regulatory agency review for approving permits for local projects. Discussion progressed to Goal 20, the concern was that the City was indicated as providing funding. A new bullet was added to read: Provide information and assistance with available resources such as tax credits, incentives and financial management. Commissioner Hayes suggested amending the first bullet under Goals 18 to read: Take the necessary steps to identify an adequate and future supply of water, power and telecommunication utilities. Membership agreed to the changes for the first bullet for Goal 18. Commissioner Hayes added another change for Goal 6 second bullet. The bullet will now read: Provide coordination and support leading to expanded market opportunities.

Vice Chair Kramer applauded the Commission for a job well done and thanked them for their help in making the changes and updating the Plan. Vice Chair Kramer, the modifications we made to the Target Areas, this gives us a direction for the upcoming new year. These goals and target areas are relevant and provide a course or direction for the EDC.

E. 2015 EDC Meetings-Topic Planning: Vice Chair Kramer asked the Commission for their input on suggestions for topics for future meetings in 2015. Mr. King, made a couple of suggestions, do the members want to review the subcommittee alignment, or the work plan, or look at external steps for meeting with companies. Mr. King will develop a list for assigning the industrial, tourism, and workforce subcommittees to work on the Plan's Goals for the next meeting.

Vice Chair Kramer, we need to address the Work Force subcommittee moving forward, we currently don't have any manning for it. Councilor Uhing, the Commission needs to give direction, we will probably be looking at Commissioner Marks for ways for engagement. Commissioner Marks, in the areas of education, training and communicating with businesses are the areas we need to focus on. In addition, help with business needs in recruitment of labor force, and skill development. Discussion followed on the merits of forming an had-hoc work force group to align with other subcommittee's as needed. Maybe we should have the subcommittee form as tasks warrant. Councilor Uhing, there is a function through EDC for a work force initiative.

F. Sub Committee Realignment: Vice Chair Kramer, let's have further discussion on Sub-committee alignment at the next meeting. Mr. King will provide us with the current rosters of each subcommittee.

6. COUNCIL COMMUNICATIONS: Councilor Uhing mentioned the Gales Creek Terrace subdivision project proposed for the south side of Pacific Ave near D and E Streets. The Council recently approved the project. She reported that there will be no appeal to LUBA as the deadline has passed. She said that the City Council and Mayor Truax are working on a new city manager selection process. It will take several months. Councilor Uhing also referred to the Oregon Leadership Business Plan Summit was held earlier in the week in Portland. She was disappointed that it did not have stronger initiatives to reduce poverty.

7. BOARD MEMBER COMMUNICATIONS: John Hayes expressed concern that the k-12 school budget of \$6.9B proposed by the Governor will cause cuts. He urged full funding which should be \$7.5B. He stated that state revenues have projected to increase by 11% but the K-12 budget is proposed to increase by only 9%, so school funds are losing ground as a percentage of the budget. The proposed Governors budget is not sufficient the money is being channeled elsewhere. Commissioner Hayes explained that during the last recession most technical and vocational programs were cut. He urged fellow board members to lobby their legislators for more funding.

8. ANNOUNCEMENT OF NEXT MEETING: Vice Chair Kramer announced that the next meeting of the EDC will be on February 5, 2015.

8. ADJOURNMENT:

The meeting was adjourned @ 1:40 p.m. by Vice-Chair Kramer.

Approved by the Forest Grove Economic Development Commission:

Date: _____

Signed: _____

EDC Chair