

Forest Grove Economic Development Commission
Thursday, April 7th, 2011

Meeting Minutes

Attendees: Don Jones, Tom Belusko, Mark Frandsen, J.J. Johnston, Steve Lach, Teri Koerner, Lois Hornberger, Jeff King, Alejandro Tecum, Clyde Fulkerson, Lisa Duncan, Brian Wilbur, Gina Bell, Kati Mayfield, Danielle French

City Staff: Michael Sykes

Also Attending: Gary Roth, Jerry Gardner, Brett Rehrig, Kimberly Viera, Pete Truax

1. Call to Order:

The meeting was called to order @ 12:12 p.m. by EDC Chair Brian Wilbur who asked everyone to please introduce themselves.

2. Citizen Communications:

None.

3. Approval of EDC Meeting Minutes:

Teri Koerner moved to accept the meeting minutes as presented. Mark Frandsen seconded the motion. The minutes passed unanimously.

4. Additions / Deletions & Staff Summary:

None.

5. Business:

A. McMenamins Host Update

Clyde Fulkerson reported that McMenamins will be changing the name of the Yard House Pub. In honor of their mother, Pat, who recently passed away, they will be changing the name of the Yard House Pub to Pat's Corner. Also, Clyde reported that in June, McMenamins will begin serving breakfast seven days a week.

B. Board of Members Recruitment

Jeff King reported that there is a broker / developer, at large, contractor, industrial, & wine positions all available. The EDC has considered Rudy Marchesi to fill the wine position, but he has been very busy travelling recently, so it may not be an option at this time.

C. Subcommittee Reports

Brian Wilbur reported that the Branding & Marketing Committee did not meet this last month.

Industrial & Infrastructure report was given by Mark Frandsen. Mark reported that the committee met on 03/17/11 and had an excellent meeting. They discussed four topics which were the proposed business incentive program, the City's comprehensive plan that is being developed by the Community Development Dept., the proposed economic development budget, and the next broker letter that will be sent to Portland area real estate brokers, in hopes they will keep Forest Grove in mind when working with clients who are interested in industrial property.

Jeff King reported for the Workforce Partnership Committee. He stated that there is a fear that the legislation being made in Washington D.C. may cut funding for the workforce center here in Forest Grove as well as others near by. He said the committee will try and maintain their relationship with the City Library by continuing to offer programs there. Also the committee will continue to work with the private sector businesses such as ViaSystems, Stimson's, and local nurseries to find out exactly what type of training they are looking for in employees.

Jeff King & Kati Mayfield both gave reports for the Small Business Committee as to how the feasibility study is going for the Buy Local program that Adelante Mujeres is developing. Kati said that they have spoken quite a bit with local business owners and consumers and that they have also kept in mind as they progress the recommendations given by the EDC. They would also appreciate the EDC reviewing their survey before it goes out to the public. The survey is scheduled to go out to the public with the next round of the City's utility billing. There will also be a link on-line. After approximately a month, they will compile the surveys, and

do an analysis of the results. At that time they will bring the results back to the EDC for their comments and recommendations on how best to proceed with the Buy Local program.

Teri Koerner gave the update for the Tourism Committee. She relayed that she had submitted the grant application to the WCVA. The recipient of the grant will be announced in mid-May, or the beginning of June. Both Teri & Jeff King will be attending the Governor's Tourism Conference in Eugene, OR this weekend.

Jeff King noted briefly that regarding the Branding & Marketing Committee there is some news even though they haven't been able to meet recently. He stated that the Wayfinding signs are now here. There are 10 signs and they should be installed by the end of April. Also there will be three kiosks placed throughout the City. The committee is working on the design for the kiosks and will hopefully be ordering them soon.

D. Business Stimulus Proposal Update

Jeff King stated that the City Council has approved the Business Stimulus Proposal. There have been press releases including the Oregon Business Journal. The Oregonian has contacted the City as well. A budget is currently being proposed and should be decided upon by May or June 2011.

E. Oregon Department of Agriculture Presentation

Gary Roth & Jerry Gardner of the OR Dept. of Agriculture were in attendance and spoke to the EDC about what their department does. Agriculture still makes up between 10 and 15% of the state of Oregon's GDP, and provides 1 in 12 jobs. Oregon exports 80% of the 4 to 5 billion dollars of farm products it produces. 40% of that is exported outside of the country. Gary reported that more and more people are interested in where their food actually comes from and how it is grown. They have assistance available for such programs as the Farm to School program, the Specialty Crop Block Grant, domestic marketing, and a business development program. Their main focus currently is on jobs, both creating them and retaining them. It was pointed out through discussion that Forest Grove has a lot to offer in both the agricultural side of business and in the area of food processing.

6. Council Communications

Tom Belusko reiterated that the City Council did pass the Business Stimulus Proposal unanimously. Michael Sykes stated that he was very excited about the proposal being passed and that he feels it is very important to market the program and to get the word out to those who can benefit from it.

7. Staff & Board Member Communications

Lois Hornberger announced that the Main Course will be on Saturday, July 9th this year. It will be held on Main Street again this year with wine tasting from 5:30 – 7:00, and dinner @ 7:30. There will be four Forest Grove restaurants preparing various parts of the meal and approximately a dozen wineries represented. The website is maincoursedinner.com.

8. Announcement of Next Meeting

The next EDC meeting will be on May 5th, 2011 @ 12:00 noon.

9. Adjournment

Brian Wilbur adjourned the meeting @ 1:32 p.m.

Approved by the Forest Grove Economic Development Commission:

Date: _____