

**MEETING MINUTES**

**Attendees:** Jeff King, Elena Uhing, Mark Nakajima, Guy Storms, Brian Wilbur, Tom Raabe, Ray Giansante, Don Jones, Lois Hornberger, Lisa Duncan

**City Staff:** Michael Sykes

**Also Attending:** John Michael Kowertz, Kari Bray (reporter for the Forest Grove Leader Newspaper)

**1. Call to Order:**

The meeting was called to order @ 12:09 p.m. by EDC Chair Brian Wilbur. Brian asked everyone to please introduce themselves. Brian also introduced Kari Bray, a reporter from the Forest Grove Leader Newspaper.

**2. Citizen Communications:**

None.

**3. Approval of EDC Meeting Minutes from November 1<sup>st</sup>, 2012:**

Don Jones moved to accept the meeting minutes as presented. Guy Storms seconded the motion. The meeting minutes passed unanimously.

**4. Additions / Deletions & Staff Summary:**

None.

**5. Business:**

**A. McMenemy's Host Update**

None.

**B. EDC Upcoming Board Openings:**

Jeff King reported that the City Council had formally approved Mark Nakajima's membership with the EDC. Jeff mentioned that the seat that was formerly held by the owners of the Urban Decanter needed to be filled since they sold their business last year. He also said that the EDC is looking to fill Rudy Marchesi, owner of Montinore Vineyards, position since he is busy with work and travelling a lot at this time. Jeff asked Brian Wilbur and Don Jones if they could provide names of potential nominees at the next EDC meeting. Jeff also asked that everyone please feel free to e-mail him with any suggestions of possible nominees.

**C. McMenemy's Award:**

Jeff King announced that the EDC will be presenting D.J. Simcoe and Clyde Fulkerson with an award of appreciation at the next City Council meeting on December 10<sup>th</sup>, 2012 @ 7:00 p.m. The award is a token of appreciation for the generosity McMenemy's has shown over the years by donating the Alice Inkley Room for every EDC meeting, and also for providing lunch at those meetings.

**D. City Council Liaison:**

Elena Uhing has recently won re-election to the City Council, and has been re-appointed as the City Council Liaison to the EDC, replacing Tom Belusko who did not seek re-election. Elena reported that she had just recently been to the Governor's Leadership Summit which lasted all day long, and covered several Oregon Initiatives. There are 15 initiatives that are being put forward, but Elena only highlighted the top 6. The top 6 initiatives are: Education, Infrastructure, Public Safety, Natural Resources, PERS, and Economic Growth. Elena mentioned that she would like to bring in the Governor's Economic Team again like she and Michael Sykes were able to do 6 years ago to address solutions for economic growth in Forest Grove.

**E. Forest Grove Chamber of Commerce Update:**

Tom Raabe introduced the interim director of the Chamber of Commerce, Ray Giansante, to the group. Ray has been the director of the Chamber in the past, and has been kind enough to step in at this time until a new director can be appointed. Tom also reported that the annual Chamber Auction is coming up soon, and that they have been pleased with the number of Chamber members who have stepped up to help this year. The auction will be held at Pacific University again this year. Tom pointed out that the Chamber has remained strong even through it's recent struggles with the former director being let go, and if anyone needs anything at all, please do not hesitate to call. The Wine Raffle will be on December 17<sup>th</sup> @ the monthly luncheon in the Community Auditorium.

**F. Urban Renewal Research:**

Jeff King said that the Planning Department is looking into Urban Renewal as an economic development tool. City staff made a presentation to the City Council, the Council is researching it further, working with Metro to understand the strengths and challenges of how it actually works. Metro helps in that they identify developers who may participate, and has funds for development.

**G. Committee Updates:**

**Branding & Marketing**

Brian Wilbur reported that the subcommittee did not meet last month, but that they are scheduled to meet tomorrow @ noon, and will report back next month. He noted that Branding & Marketing is incorporating more of the tourism aspect into the subcommittee. Jeff King & Brian Wilbur will meet with videographer John Cardenas tonight to help with the editing of the new videos.

**Small Business**

Jeff King noted that there weren't many new developments with Workforce. On the Job Training is still available. John Michael Kowertz added that he is available for business advising, and that it is available free of charge. He said he is looking into possibly starting a program with the Chamber of Commerce which would enable him to meet with business owners here in Forest Grove @ the Chamber of Commerce Building, as opposed to the business owner having to travel to the PCC Willow Creek Campus.

**Industrial & Infrastructure**

Guy Storms reported that the subcommittee did not meet this last month. Jeff King added that they are continuing to advertise on OPB, and that there are three upcoming food conventions that are great venues to promote Forest Grove that are coming up in the new year. One is in San Francisco, CA, one is in Portland, OR, and one is in Anaheim, CA.

**6. Council Communications:**

Michael Sykes said that the City Council is looking into annexing existing "islands" within the City, which would incorporate them into Forest Grove. A lot of citizens who live in these "islands", as they are called, may oppose the annexation since this would raise their property taxes. These citizens enjoy the various services that come with living within a city, but do not pay the same property taxes as the rest of the City's residents.

**7. Staff & Board Member Communications:**

Jeff King reported that the Holiday in the Grove was very successful this year. A lot of the restaurants in the City reported that they were extremely busy, and local shops were bustling as well. There were events happening throughout the City all day long, which culminated in the Light Parade at the end of the day.

**8. Announcement of the next EDC Meeting:**

The next EDC Meeting will be held on January 10<sup>th</sup>, 2013 @ 12:00 noon in the Alice Inkely Room @ McMenemy's Grand Lodge.

**9. Adjournment:**

The meeting was adjourned by Brian Wilbur @ 1:24 p.m.

Approved by the Forest Grove Economic Development Commission:

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

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

EDC Chair