

Elena Uhing, Council Liaison	James Draznin, Chair	Bruce McVean
Jeff King, Staff Liaison	Hope Kramer, Vice Chair	Lois Hornberger
Mark Nakajima		Brad Bafaro
Guy Storms		Howard Sullivan
Javier Urenda		Tom Raabe
Keith Horman		Jennifer Prickett
Marc Meinecke		Brian Wilber
Kevin Yamada		Sandra Fowler-Hill
Steve Krautscheid		Tim Budelman

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MEETING MINUTES

ATTENDEES: James Draznin Kevin Yamada Tim Budelman
Howard Sullivan Brad Bafaro Sandra Fowler-Hill
Mark Nakajima

CITY STAFF: Jeffrey King, Econ. Dev Program Manager
Paul Downey, Director of Administrative Services
Kari Kent, Administrative Specialist
Prescott DeVinney, City Intern

ALSO ATTENDING: Peter Truax, Mayor Bryan Guiney, Regional Development Officer, Business Oregon. Dick Stenson

CALL TO ORDER:

The meeting was called to order at 12:09 p.m. by EDC Chair, James Draznin.

- CITIZEN COMMUNICATION:**
Anyone wishing to speak on an item not on the agenda may be heard at this time.
- APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MEETING SUMMARY MINUTES of July 14, 2017:**
Waiting for corrections to July minutes and a full quorum to approve them.

3. ADDITIONS/DELETIONS:

Mr. King introduced the new economic development intern Prescott Devinney and Bryan Guiney the new Regional Development Officer for Business Oregon.

4. BUSINESS:

A. McMenemy's – Host Update

None

B. Forest Grove Chamber Update

September 16th, is the 53rd annual corn roast at Pacific University.

C. Forest Grove Levy Presentation – Paul Downey, Director of Administrative Services

Presented slides on the Renewal of Public Services Levy. The levy expires June 30th, 2018. The renewal would last 5 years at the current rate. The levy will be on the November 2017 ballot. It provides financial support for public services including: police, fire, library and parks.

Mayor Truax - If your home valued at \$250,000 you'd be paying an estimated \$3.59 per day for essential city services.

D. Business Oregon Update: Bryan Guiney, Regional Development Officer

Informational slide presented showing the flow of employment through Forest Grove and the surrounding Washington County areas. Business Oregon strictly exists to aid the increase of business in the State of Oregon. Food processing, high-tech manufacturing and craft manufacturing (non-automated) are currently in high demand. There is a need for talent, space and workforce housing.

E. Council Liaison Update – Mayor Pete Truax

The council worked on two issues, homelessness and affordable housing. This is a country wide issue. Forest Grove is below 25% of the needed affordable housing demand. This issue has an impact on employment. Employees cannot provide good quality work when they are worried about where they will live. That equals decreased productivity. There is an increase in homelessness because the demand for affordable housing isn't being met.

Ad Hoc committee tourism proposal brought to Washington County Visitors Association did not meet with a positive response from their Board of Directors. Ultimately, the WCVA declined to approve the proposal.

Council is in the process of deciding what to do with a family resource center primarily for mental health. This is a group home established to provide a safe house to people who are abused or in danger. This home would not only provide shelter but other essential services.

Mayor's dinner is on October 21st, 2017. For information contact Senior Center.

Sister City cooking class is coming up September 30th at 11 am. This is a fundraiser for the youth exchange with Japan.

Impact discussed food waste collection. Metro is working on the reduction of food waste. Food waste is one of the biggest creators of methane in landfills.

F. Board Vacancies Update:

Mr. Draznin and Mr. King introduced Forest Grove School Board Member, Brad Bafaro.

There are 3 vacancies open. There is one utility vacancy is open and two manufacturing openings with the resignation of Justin Norman.

Commission would like Mr. King to reach out to fill vacancies. Picking order for the Utility vacancy is: 1. Frontier, 2. Comcast, 3. NW Natural

The commission would like the two manufacturers with original members to have first choice to fill vacancies before looking elsewhere.

G. Enterprise Zone Policies

Issue number one for enterprise zones is that the minimum wage is rising. Manufacturers need to meet 150% of the minimum wage. Currently they are meeting the requirement. If the wages rise any further they may fall out of the requirement. Need to discuss options for companies to handle the rise. One idea is to freeze the 150% at the time of application. As we go forward we need to look at this more closely and do more research.

Issue number two is that for 4 and 5 year tax abatement. Should there be a policy to negotiate where money is distributed. Needs to be researched and discussed further.

5. STAFF & BOARD MEMBER COMMUNICATIONS:

Ms. Fowler-Hill – PCC will have a renewal bond on the fall ballot. The Bond should not increase current property owner's expenses.

Mr. King – Greater Portland Inc. Economic Summit will be held at the Portland Art Museum. Subsidized passes for Board Members available.

Forest Grove Projects – Pad going in next to Ace Hardware is going in and includes: Black Rock Coffee, Frozen Yogurt Shop, Telecommunication Company, Sherwin Williams and market rate housing units.

Transient lodging tax plan B and C will be going before the City Council for consideration. Lodging tax would go towards promotion of local tourism businesses and amenities.

6. ANNOUNCEMENT OF NEXT MEETING:

James Draznin announced that the next meeting of the EDC will be on Thursday, October 5th, 2017 at **12:00** noon in the Alice Inkley Room at McMenamin's Grand Lodge.

7. ADJOURNMENT:

James Draznin adjourned the meeting at 1:36 p.m. by consensus.

Respectfully submitted by:
Kari Kent
Administrative Specialist
City of Forest Grove

Approved by the Forest Grove Economic Development Commission:

Date: October 5, 2017