

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
Jennifer Prickett		Tim Budelman
Brian Wilber		Steve Krautscheid
Kevin Yamada		Sandra Fowler-Hill

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➔ **Citizen Communications** – Anyone wishing to speak on an issue not on the agenda should sign in for Citizen Communications prior to the meeting. The presiding officer will call the individual or group by the name given on the sign in form. Each person must state his or her name and give an address for the record.

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<u>ATTENDEES:</u>	James Draznin	Guy Storms	Tim Budelman
	Howard Sullivan	Brad Bafaro	Sandra Fowler-Hill
	Mark Nakajima	Lois Hornberger	Tom Raabe
	Javier Urenda	Bruce McVean	Dick Stenson
	Hope Kramer	Guy Storms	Janice Nichols

<u>CITY STAFF:</u>	Elena Uhing, City Council
	Jesse VanderZanden, City Manager
	Jeffrey King, ED Program Manager
	Brandi Walstead, Program Coordinator
	Prescott Devinney, ED Intern

ALSO ATTENDING: Larry Stynum, McMenemy's; Kevin Emerick, Woodfold Manufacturing; Vicki VanLoo, FGHS; John Worst, FGHS; Ryan Wells, City of Cornelius

1. **CALL TO ORDER:**
The meeting was called to order at 12:02 p.m. by EDC Chair, James Draznin.
2. **CITIZEN COMMUNICATION:**
Anyone wishing to speak on an item not on the agenda may be heard at this time.
3. **APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MEETING SUMMARY MINUTES of July 14, 2017 and September 7, 2017:**
Mr. Sullivan moved to accept the meeting minutes as presented. Ms. Kramer seconded. No discussion. The motion passed unanimously, minutes approved.

4. ADDITIONS/DELETIONS:

Mr. McVean moved to make a recommendation to City Council to appoint Kevin Emerick to the Economic Development Commission, Mr. Sullivan seconded. No discussion. Motion passes unanimously.

5. BUSINESS:

A. McMenamin's – Host Update

Oktoberfest will be celebrated at McMenamin's October 7th and 8th and Halloween festivities will be coming up. Holiday menus are out.

B. Forest Grove Chamber Update

The Corn Roast/Chalk Art festival had very good turn out this year. It appeared to be a destination point with earnings of \$12,000 after expenses were all paid. There is discussion around growing the event by formally tying the two events together.

Guests of Mr. Sullivan's from Forest Grove High School discussed a new program that they are looking at in microelectronics and mechatronics. Ways to partner with the program would be letters of support, donation of old equipment, employing the students as unpaid interns for OJT. The program would start with 28 students next year and it would be the first program of its kind in a high school. It would be beneficial for companies with the production of an abundance of techs.

Councilor Uhing suggested scheduling to speak to City Council due to their strong interest in the students of the community. Mr. Wells with Cornelius recommended also speaking to the Cornelius City Council.

C. Council Liaison Update – Elena Uhing

- The levy was presented to the EDC last month and Council will continue going out to present to the other B&C's, businesses, and service groups.
- Metro presented on Commercial Food Scraps, Council will have to have things in place to be prepared. This did not come as a proposal.
- Affordable housing – shy about 14,000 units in Washington County and that is up from being 23,000 short. They presented their conclusions and guidance for next steps.
- Out of the Affordable Housing Ad Hoc came the Homeless Ad Hoc group, this was done in order to keep the Affordable Housing group focused.
- CCI has undergone a name change from Committee for Citizens Involvement to Committee for Community Involvement.

- Hagen site is now being built on and will include two apartment buildings.
- Albertson's site is breaking ground
- Parks and Rec will be celebrating 50 years at the Aquatic Center in 2018.
- Rogers Park Concept is complete

D. Presentation: City of Cornelius, Ryan Wells

Mr. Wells, Economic Development for the City of Cornelius provided a snapshot of the current economic situation for their city.

- Annexed 155 acres; 835 acres to UGB
- Will see significant residential housing increase
- Minimum wage is about half of Washington County
- Completed Economic Opportunity Availability and Strategic Plan to focus on:
 - Survey vacant/underused properties
 - Redefine town center
 - Create Urban Renewal Plan
 - Business Retention and Expansion
- Considering Public/Private partnerships for available sites; sites such as Hanks would be an expensive tear down but a renovation would be more doable from a financial perspective.
- Demo for Cornelius Place will begin in November. This will be a combination of a library and affordable housing and will include a YMCA. The second and third floors will be 45 units of 55 and over affordable housing.
- Higher Taste is a vegan food producer that has submitted a design review for locating in the Enterprise Zone which would add at least 20 new local employees to the job market.

Mr. VanderZanden offered for the City of Forest Grove to provide assistance as the City of Cornelius moves through creation of their Urban Renewal Agency.

E. 2017-2018 Marketing Plan Update

Mr. King stated that the Marketing Plan helps to promote Forest Grove in the region and has a list of proposed projects.

Through commission discussions, the sentiment was to take a slightly different avenue than in the past. Some of the recommendations included:

- Look at target audience and stations that they are most likely to listen to
- Look to advertise most in the fall/spring
- Look to bicycle groups and breweries

- Oregon business magazine
- Alaska Airlines commuter jets magazine
- Industry specific advertising

Mr. VanderZanden added that Forest Grove will be conducting an Economic Opportunity Update this year.

F. Board Vacancies Update:

Mr. King stated that Frontier is interested in the utility vacancy on the commission; he will follow up with them and attempt to make contact with Chaucer for filling of the manufacturing position previously held by Mr. Meinecke.

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; there is a significant difference between meeting that at \$9.50 as opposed to \$14.75. Hillsboro is capping at 102% of minimum wage at year 5.

Issue number two is that for 4 and 5 year tax abatement. Most Enterprise Zones are rural zones and have to follow state statute at 150% of county wage. There are only a few that are considered urban. There are various methods used in years 4 and 5. A couple of those include 5-25% paid into a community development fund and paying above average non-mandated benefits.

With the change to minimum wage, it is a good time to entertain a policy for elongated Enterprise Zone benefit.

Mr. King will send out sample policies from other communities for review.

6. STAFF & BOARD MEMBER COMMUNICATIONS:

Mr. King – TLT Committee completed work and will present at the October 9th City Council work session.

- 2 ½% rate
- Four elements of the program to include:
 - Coordinator
 - Marketing
 - Capital projects
 - Innovative/event projects

Mr. Stenson recommended a vote on an endorsement for the new high school program.

Mr. Sullivan moved to provide a letter of support to the FGHS mechatronics program, seconded by Mr. Budelman. No discussion, motion passes unanimously.

7. ANNOUNCEMENT OF NEXT MEETING:

Chair Draznin announced that the next meeting of the EDC will be on Thursday, November 2nd at **12:00** noon in the Alice Inkley Room at McMenemy's Grand Lodge.

8. ADJOURNMENT:

Chair Draznin adjourned the meeting at 1:34 p.m. by consensus.

Respectfully submitted by:
Brandi Walstead
Program Coordinator
City of Forest Grove

Approved by the Forest Grove Economic Development Commission: November 2, 2017