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| Timothy Rippe, Council Liaison | James Draznin, Chair | Lois Hornberger |
| Jeff King, Staff Liaison | Hope Kramer, Vice Chair | Mark Nakajima |
| Tim Budelman | | Jennifer Prickett |
| Brad Bafaro | | Kevin Emerick |
| Steve Krautscheid | | Guy Storms |
| Bruce McVean | | Howard Sullivan |
| Tom Raabe | | Javier Urenda |
| Kevin Yamada | | |

All public meetings are open to the public and all persons are permitted to attend any meetings except as otherwise provided by ORS 192:

→ 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.

All public meetings are handicap accessible. Assistive Listening Devices (ALD) or qualified sign language interpreters are available for persons with impaired hearing or speech. For any special accommodations, please contact the City Recorder, at (503) 992-3235, at least 48 hours prior to the meeting.

ATTENDEES:

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|-------------------|-----------------|--------------|
| James Draznin | Howard Sullivan | Bruce McVean |
| Lois Hornberger | Guy Storms | Tim Budelman |
| Steve Krautscheid | Mark Nakajima | |
| Sara Saucy | Tom Raabe | |

COUNCIL PRESENT:

None

CITY STAFF:

Jeffrey King, ED Program Manager
Brandi Keelan, Program Coordinator
Keith Hormann, Light & Power Director

ALSO ATTENDING:

Wanda Frazier, Jeff Edinger (Tokola Properties), Phil Potter (Henningsen Cold Storage), Mark Miller (News Times), Amy Hofrock (Work Source)

1. CALL TO ORDER:

The meeting was called to order at 12:06 p.m. by EDC Chair, James Draznin.

2. CITIZEN COMMUNICATION:

NONE

3. APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MINUTES:

Tim Budelman moved to accept the meeting minutes as presented. Howard Sullivan seconded. The motion passed unanimously.

4. ADDITIONS/DELETIONS:

NONE

5. BUSINESS:

A. McMenamins – Host Update:

NONE

B. Forest Grove Chamber Update:

The fourth iteration of the Forest Grove/Cornelius Discover Guide has been printed. The Urgent Care ribbon cutting ceremony will take place July 13th at 10 a.m. Rise N Shine Forest Grove was held on the 8th at McDonald's with 30-35 businesses attending. Last week reviewed Junior Achievement with the school board. Bike repair stations are in. Sunday July 15th at 8:30 a.m. the Forest Grove Concours d'Elegance kicks off with about 350 cars.

C. Council Update:

NONE

D. Jesse Quinn Apts/Mixed Use –Jeff Edinger, Tokola Properties

Mr. Edinger reported that there had been some occupancy issues which have been resolved; project completion and move-in for residence will occur in September. There are already students from Pacific University that are scheduled to lease.

Tokola is a general contractor; owner; Property Management Company, which means they are long term investors in the properties that they build. Forest Grove has amazing bones which is a positive factor in a community. Tokola invests in the communities that they own properties in.

Jesse Quinn will have 78 units; the ground floor will have 18 foot high ceilings with five live/work spaces. Mr. Edinger reviewed the projected outcomes and stated that they expect 120-140 new residents. Rent will run from \$1075-\$1650 with an array of floor plans. He then reviewed the trends and fundamentals of rental properties, particularly apartment complexes. Those include population, job growth and income. Within the Portland metro area population is increasing

by around 6,000 a year; home ownership rates have increased with the most significant increase occurring in the west. Another fundamental point is rent growth vs. income growth, there had been an upward trend in rent growth without the growth in income and income is now beginning to see upward growth as well. Vacancy rates are beginning to climb and apartment permits are up. Challenges include rent control and regulatory actions.

Mr. Edinger stated that demographics show multi-generational residents from students to established community members looking to downgrade the size of their residence.

Mr. Hormann asked if Tokola has interest in the second phase of the previously named Times Litho property. Mr. Edinger stated that they do have interest, yet it is too premature to say more than that. Mr. Draznin stated that the property inhabits Forest Grove's motto, allowing both families and businesses to thrive through multi-use.

E. Workforce Incentive, OJT - Amy Hofrock, Worksource Beaverton/Hillsboro :

Portland Community College partners with WorkSource Systems. The unemployed generally have a need to enhance their skills and certifications. For employers who offer On the Job Training (OJT), WorkSource will reimburse a portion of the wages at 30 hours or more a week for about one year. There is no limit for the number of people hired for the program. They also promote job openings for employers who sign up for the program. The target fields are advanced manufacturing, software IT, healthcare/social services and construction although there is room for exceptions. Advanced manufacturing is determined through job duties of the position.

F. Board Vacancies (4):

There are currently four board vacancies. Mike Weech has left Chaucer; he will be replaced by Jonathan Yawson who is likely to be interested in the position. Currently Sara Saucy will fill the position due to being the alternate. This position is currently Large Manufacturer.

Bruce McVean with New Seasons has retired, which opens his seat on the commission, which is Food/Beverage Processors. Brian Wilbur moved away leaving open the Small Commercial/Retail position. Sandra Fowler-Hill retired leaving open the Workforce Development position. We still have the Utility position open.

Mr. King stated that TTM has expressed interest in serving on the commission. He further stated that Chaucer could be moved to the Food/Beverage Processor

position; leaving open the Large Manufacturer position that could be filled by TTM.

It was decided that there should be a sub-committee put together in order to recruit the filling of these positions. The members for this were not finalized in order to receive input from members who were not present that may have interest.

G. Strategic Planning

The Strategic Plan covers the period of 2015-2018, which means it is time to take a look at it. This would entail deciding whether it is still viable and just needs to be renewed through a vote or if updates need to be made. Further, Mr. King inquired whether the commission would want a consultant to look at it or a sub-committee in the event that the commission did not feel it is still viable. A consultant was not popular with the members present. There was discussion around recruiting an intern or college student in need of a project to review in place of a consultant or sub-committee. The topic was tabled until the September meeting.

6. STAFF AND BOARD MEMBER COMMUNICATIONS:

Mr. King mentioned the Grocery Study topic that was to be carried over from the June meeting, due to Councilor Rippe being out of town; it will be held over until September.

Had a meeting with City Council in regards to the TLT, they gave direction to put out a RFP for funded services. This covers an individual to carry out tourist services. They will have a marketing budget and then there will be funds for event development, innovative or capital projects.

Mr. King discussed an email from CIDA development. They have previously had clients in Forest Grove, however, had not sought a relationship with Forest Grove. Due to “positive noise” they have been hearing, they have requested a meeting. They feel that this is a good place for industrial companies to locate.

Within the next couple of weeks Sherwin Williams Paint and Pink Spoon Yogurt should be opening. Black Rock coffee will not be far behind them. Daniels’s gift shop on Main St is now open. There are other businesses discussing moving into Forest Grove at various locations.

H. ANNOUNCEMENT OF NEXT MEETING:

James Draznin announced that the next meeting of the EDC will be on Thursday, September 6th, at **12:00** noon in the Alice Inkley Room at McMenemy's Grand Lodge

I. ADJOURNMENT:

James Draznin adjourned the meeting at 1:04 p.m. by consensus.

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

Approved by the Forest Grove Economic Development Commission:

Date: 10/4/18