

1. CALL TO ORDER:

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

ROLL CALL: EDC MEMBERS PRESENT: James Draznin, Chair; Tim Budelman; Kevin Emerick; Steve Krautscheid; Mark Nakajima; Tom Raabe; Howard Sullivan; Javier Urenda;

EDC MEMBERS ABSENT (EXCUSED): Brad Bafaro; Jim Langstraat; Jennifer Prickett; Guy Storms; Jill Verboort; Jonathan Yawson

EDC MEMBERS ABSENT (UNEXCUSED): Kevin Yamada; Christopher Wilmeth

OTHERS PRESENT: Bruce McVean; Kristin Tangen

COUNCIL LIAISON: Councilor Rippe

STAFF PRESENT: Jeff King, Economic Development Coordinator

2. CITIZEN COMMUNICATION:

None

3. APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MINUTES:

Howard Sullivan moved a motion to approve the meeting minutes from May 2, 2019. Steve Krautscheid seconded. The motion passed unanimously.

4. ADDITIONS/DELETIONS:

None

5. BUSINESS:

A. Chamber of Commerce Update, Howard Sullivan

The Junior Achievement project, funded in part by a CEP application to the Forest Grove EDC, was successful. Over 400 students received training in Career Success and Personal Finance. A college scholarship from the JA organization was awarded to a Forest Grove High School student. A grant (\$435,000) was awarded to the school for the Mechatronics program. EDC was a good supporter of this grant and helped to encourage the process. Intel came to FGHS to discuss future job openings with their company.

B. City Council Update, Councilor Rippe

Council approved a site plan adding 16 dwelling units to Rose Grove. These will be manufactured homes. Council received presentations from Metro regarding their future bond initiatives. Council approved the changing of two plots of land from General Industrial to be rezoned to Multi-Family High Density Residential. Jeff did a great job of presenting economic development trends to City Council. He will share more on this in

July. Public Arts presented their Strategic Plan to the Council. Boards and Commissions will continue to present their revised Strategic Plans to the Council. Metro is asking each municipality to recycle their own food waste. Details have not been finalized. A study on solar energy for FG was completed.

C. Committee for Citizen Involvement, Kristen Tangen

Kristen Tangen from CCI (Committee for Citizen Involvement) was introduced and spoke on their role of becoming more active in the community as well as various city commissions. CCI has been working with the League of Women voters to promote youth outreach for political involvement. They are currently looking for input on available keynote speakers for their next event. They will be organizing a conference with the high school and local college to help educate students on how to get involved and become more politically active. They will be organizing a Latino Summit and will be looking for collaboration from other committees. They are also working to educate the community on the police facility and areas that the community can help our local police. She encouraged the commissioners to reach out anytime for various areas of needed support from CCI.

D. Strategic Plan: Vision Statement, Mission Statement

Jeff opened with questions on the proposed EDC Vision and Mission Statements and asked for input from members. The Commissioners agreed the current Vision statement should remain as is.

The Mission statement was discussed and a consensus was achieved with a few minor changes. It now reads as follows:

We foster a vibrant economic climate that encourages and attracts sustainable and equitable business development through strategically focused policies, programs, collaborations and partnerships.

E. Organization Roles & Responsibilities, Councilor Rippe

Councilor Rippe spoke on the roles and responsibilities of the City when it comes to recruitment of various businesses interested in moving or starting their business in Forest Grove. We need to make sure we are engaging with the City to meet the needs of the City. It is important that we have the right people and resources available to direct interested parties, businesses or individuals.

F. Final Strategic Plan Review & Recommendation

Jeff summarized the completed Strategic Plan. A small change will be made in reducing the number of performance measures currently listed.

Chair Draznin recommended the EDC adopt the current and recommended Vision and Mission statements as well as the Strategic Plan with edits and to continue to reduce the

number of performance measures. Howard Sullivan moved a motion to accept and approve them. Tom Raabe seconded, the motion passed unanimously.

The Strategic Plan will be submitted to City Council for approval with a possible upcoming work session.

6. STAFF AND BOARD MEMBER COMMUNICATIONS:

Jeff mentioned EDC will need to submit the new bylaw template to City Council. Board member size will need to be approved by Council. Absences, excused and unexcused, will need to be better accounted for each month.

A few new developments are in the formative stage. There is potential for a Carl's Jr. and/or Starbucks in the works.

Steve Krautscheid updated the Commission. The Forest Grove Primary Care facility is now up and running with the EPIC computer charting system. The new geriatric facility that closed in Forest Grove is now set to re-open in two weeks in Hillsboro.

7. ANNOUNCEMENT OF NEXT MEETING:

James Draznin announced that the next meeting of the EDC will be on Thursday, July 11th at 12:00 p.m. in the Alice Inkley Room at Mcmenamins Grand Lodge.

8. ADJOURNMENT:

James Draznin adjourned the meeting at 1:28 p.m. by consensus.

Respectfully submitted by:
Shannon Reynolds
Administrative Specialist
City of Forest Grove

Approved by the Forest Grove EDC:

Date: _____