

1. **CALL TO ORDER:**

The meeting was called to order at 10:06 a.m. by EDC Chairman Kevin Emerick.

ROLL CALL: EDC MEMBERS PRESENT: Kevin Emerick; Brad Bafaro; Tim Budelman; Jill Craig; Steve Krautscheid; Jim Langstraat; Tom Raabe, Juanita Lint; Guy Storms; Jonathan Yawson; Rick Lafave; Rob Langford

EDC MEMBERS ABSENT (EXCUSED): Javier Urenda; Jennifer Pricket; Jill Craig; Mark Nakajima

EDC MEMBERS ABSENT (UNEXCUSED): None

OTHERS PRESENT: Court Carrier; Dick Stinson

COUNCIL LIAISON: Councilor Timothy Rippe

STAFF PRESENT: Jeff King, Economic Development Manager

2. **CITIZEN COMMUNICATION:**

None

3. **APPROVAL OF ECONOMIC DEVELOPMENT COMMISSION MINUTES:**

A quorum was met. Tom Raabe moved a motion to approve the July 9, 2020 EDC meeting minutes. Guy Storms seconded and the motion passed unanimously.

4. **ADDITIONS/DELETIONS:**

Jeff added an update from Pacific University to the agenda.

5. **BUSINESS:**

A. Chamber of Commerce Update, Juanita Lint:

Juanita updated the EDC on the City of Forest Grove and Cornelius Chamber of Commerce. Juanita discussed the Pedestrian Mall that will be held downtown hosted by the Chamber of Commerce, September 25th-27th. This is in response to the pandemic and the limitations on seating at restaurants and wine bars. The event will close off part off Main Street and 21st Avenue to allow for seating on the street. Diners can enjoy more distancing while businesses will have more seating for customers. Additional dates will follow if the first event is a success and weather permitting. The Chamber will also hold a modified Corn Roast on Sunday, September 20th. It will be held at the Cornelius movie theatre. Due to the pandemic and significant restrictions from the Washington County health department, event goers will stay in their cars and have their food delivered. There will be a live band, an outdoor movie in the early evening, food and plenty of fresh corn for purchase.

B. City Council Update, Councilor Rippe:

Councilor Rippe update the EDC on City Council news. The next Council Meeting will be held on the 14th. The City will be purchasing 4 more electronic car charging stations using the credits they have received thru this program. This will in hopes encourage electronic car purchases along with the City's own fleet purchases.

A new commission has been created to focus on new policing policies.

The new branding for the City of Forest Grove tourism has been approved.

The beginning stages for a proposed "health food" grocery store near the Jesse Quinn downtown area is being discussed.

The City continues to move forward into Phase II until each county has met the specified standards to reopen.

C. Commercial Real Estate –Metro region and Westside-Tim Budelman

Tim Budelman gave a visual update from Downtown Portland to give perspective to the EDC members on the Central Business District and some of the impacts that the Covid-19 closures, protests and riots have had in this area. Portland has seen a significant loss in sales from the first quarter to the second. He predicts the loss will continue to show into the next quarters and on for several months.

D. Tourism Initiatives and Branding: Court Carrier

Court Carrier provided a Power Point presentation of the new branding for Forest Grove. It has been a very difficult time for the industry of tourism; however, people are anxious to get out and about. The new tourism brand for Forest Grove has been approved by all boards and councils and commissions. The new website is almost complete and looks very good. Now that branding is complete, marketing will be the next step to begin and implement.

E. Covid-19 business Recovery Efforts: Jeff King

Jeff updated the EDC on two grants that are almost complete. Thirteen grants were awarded through the Business Oregon funded Columbia Pacific Economic District. Grants were awarded and checks mailed out. The City of Forest Grove also received over 50 applications for the Small Business Emergency Assistance II Grant. Verification review is now underway and nearly all seem to be eligible. Funds will be dispersed by the end of the month. He mentioned the availability of free PPE thru the Business Recovery Center (BRC). The Forest Grove BRC has also completed their first quarterly report to the County.

F. Employment Lands Took Kit Project and Report :

Jeff updated the EDC on the Employment Lands Tool Kit Study and Roadmap which has now been completed. The report looked at national best practices and tools to reduce the barriers to employment lands development. The Metro grant funded regional project also chose three sites – Happy Valley, Wilsonville and Forest Grove – to develop a roadmap. The site in Forest Grove is owned by Woodfood Mfg on Oak Street. This roadmap is a profile whereby a number of these best practices were applied to make development economically feasible. A summary of the report and roadmap will be presented at a City Council in late September or October. A second study, a City funded Oak Street Area Land Use Refinement Plan is now underway. It should be completed in March 2021. More of a strategic plan, consultants will consider Industrial, Business, Residential, or mixed-use as options being looked into for development. The Refinement Plan and Tool Kit Study and Roadmap are complementary to each other.

G. Pacific University Update: Jim Langstraat:

Jim Langstraat updated the EDC on the opening of Pacific University and its current fall term. They have approximately 1200-1300 students as well 250 students that are solely online. All campus students have been tested prior to coming to school. Only one test has come back positive. They will continue to test students prior to admission thru at least the fall semester. There has been a decrease in housing of 250-300 students. Financially, Pacific is still doing well. The current budget has been reduced by about 8%. No fall sports currently but will be scheduled on a limited basis in the spring. Many staff are still working from home. After Thanksgiving break, all students will finish up the semester and complete tests online. Students are doing well at wearing masks. Social distancing is still an issue for them and they continue to educate on the importance of this. Isolation areas have been designated in case the need for quarantine arises. Councilor Rippe passed on the option of using the Senior Center as another classroom location for Pacific. Overall retention of students is strong. The main effects of lower student numbers have been on the incoming freshman.

6. STAFF AND BOARD MEMBER COMMUNICATIONS: None

7. ANNOUNCEMENT OF NEXT MEETING: Chairman Kevin Emerick, announced that the next meeting of the EDC will be on Thursday, October 1, 2020, at 10:00 am Location TBA.

8. ADJOURNMENT: Kevin Emerick adjourned the meeting at 11:31 a.m. by consensus.

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

Approved by the Forest Grove EDC:
Date: _____