1. LOGIN INFORMATION TO ATTEND VIA ZOOM
   Join Zoom Meeting
   https://us02web.zoom.us/j/82380647394?pwd=OXByVGNUSkxuVzNVRDmbo0d4TG8wZz09
   Meeting ID: 823 8064 7394
   Passcode: 326239

   Call in (no internet)
   253-215-8782
   Meeting ID: 823 8064 7394
   Passcode: 326239

2. CALL TO ORDER:
3. ROLL CALL:
4. PUBLIC COMMENT:
   We encourage those wishing to comment to do so in advance of the meeting by
   emailing comments to info@northplains.org. Comments will be read into the record.
   Persons wishing to speak on matters not on the agenda may be recognized at this
time.
5. APPROVAL OF MINUTES:
   A. Review and approval of May 5, 2021, Regular Session Minutes
      [3 - 5]
      □ Economic Development Committee - Regular Session - 05 May 2021 - Minutes
6. NEW BUSINESS:
   A. Glencoe Opportunity Area Development Request for Proposals (RFP) Discussion
7. UNFINISHED BUSINESS:
8. **STAFF, COUNCIL, PLANNING COMMENTS:**
   A. **Land Use Applications - May 2021**
      □ Land Use Application Index - Current
   B. **3J Consulting Monthly Update Report**
      Report is provided by the 5th of each month.
      It will be emailed to the EDC when it is received

9. **ECONOMIC DEVELOPMENT COMMITTEE COMMENTS:**
10. **ADJOURNMENT:**

   *****

North Plains Economic Development Committee meetings are accessible for disabled individuals. The City will also endeavor to provide services for persons with impaired hearing or vision and other services, if requested, at least 5 days prior to the meeting. To obtain services, please call City Hall at (503) 647-5555

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The following North Plains Economic Development Committee Meetings are scheduled to be held at the North Plains Senior Center, 31450 NW Commercial Street, North Plains, Oregon.

The meetings will be held the 3rd Wednesday of each month on the following dates at 6:00 p.m.:

   Wednesday, July 7, 2021       Wednesday, August 4, 2021       Wednesday, September 1, 2021
MINUTES
Economic Development Committee - Regular Session - Meeting
Wednesday, May 5, 2021 6:00 PM -- Via ZOOM Only

COMMITTEE MEMBERS: Chair Gabe Martinez, Vice-Chair Lisa Beutler, Jacquelyn Hunt, Eric Lawson, Erika Moellmer

COMMITTEE MEMBERS ABSENT: Eric Lawson excused

STAFF PRESENT: Finance Director Bill Reid, City Recorder Lori Lesmeister

OTHER: Ex Officio Mayor Teri Lenahan

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2 CALL TO ORDER: at 6:00 pm

3 ROLL CALL:
   a) Member Eric Lawson excused
      Member Jacquelyn Hunt joined at 6:27 pm

4 PUBLIC COMMENT: NONE

5 APPROVAL OF MINUTES:
   a) Review and approval of April 7, 2021, Regular Session Minutes
      Motion to approve the April 7, 2021 Regular Session Economic Development Committee Minutes.
      Moved by Member Erika Moellmer. Second by Member Lisa Beutler. Motion was approved unanimously.
6 NEW BUSINESS:
   a) **Downtown Study Update**

   Finance Director Bill Reid said that the Downtown Plan Update project should begin sometime in June. It will start off with a community engagement plan which will include surveys, a web page, advisory committee meetings (member Lisa Beutler is the EDC representative in the group) and stakeholder interviews. During the second phase existing conditions will be reviewed, there will be a walking tour, as well as a study of current market conditions and the first survey will take place. During the third phase of the project land use and transportation alternatives will be reviewed. This will include creating a project vision statement, looking at alternative strategies to address conditions, reviewing the feedback from meetings and interviews, and the second survey to address downtown issues and proposed preferences for solutions. All of the data gathered will then be presented to the Planning Commission, and probably the EDC, as well.

   Questions and discussion ensued. Member Moellmer asked how long this project is expected to take. Reid said it is hoped that it will be complete in less than a year. The advisory meetings will be open to the public. Reid said they hope to have residents/property owners that live in or close to the downtown area participate so that they can get a feel for their concerns and what they would like to see with regards to changes in the area. Reid said that the advisory committee will be represented by business owners and residents from all areas of North Plains, including the Sunset Ridge development area.

b) **2022-2023 Budgeted Economic Development Projects**

   Finance Director Reid explained that the City is transitioning to a two-year, biennial, budget beginning this July 1, 2021. Reid went over proposed projects for the two-year budget cycle of 2021-2023, including the Glencoe Opportunity Area and getting a grocery store at that location as a priority.

   Questions and brief discussion ensued.

c) **Washington County Economic Indicators Monthly Report**

   Finance Director Reid said that this report provides some good information so he will share it with the committee every month. It is based on payroll information from county businesses.

7 UNFINISHED BUSINESS:
   a) **Update on GOA**

   Tests results came back confirming that there is no threat to humans based on what is in the soil, but it is also not considered 'clean fill' soil because of residue from past agriculture uses. If soil needs to be removed from the property there will be a cost
associated with it because of that residue. If the property is used for strictly commercial use, that soil will be paved over and won't be an issue. Member Beutler asked for a brief explanation of what the Pavement Management Plan is. Reid said it is a program to plan street repairs and repaving etc. in advance which will be more cost effective.

b) **UGB Study Update**

Mayor Lenahan said there will be a public meeting held on May 17, 2021 from 6:00-7:00 pm regarding the UGB Expansion Project. It will be held via Zoom with the link available on the City calendar on the website.

8 **STAFF, COUNCIL, PLANNING COMMENTS:**

a) **Land Use Applications - Year to Date**

b) **3J Consulting Monthly Update Report**

9 **ECONOMIC DEVELOPMENT COMMITTEE COMMENTS:**

a) Member Erika Moellmer asked if there is a way to determine when city committees will go back to meeting in person at Jessie Mays. Mayor Lenahan said it is discussed on a regular basis with the City Manager and the decision is made based on the current state guidelines as well as how things are specifically in North Plains at the time.

b) It was requested that City Recorder Lesmeister email the flyer for the Recology Public meeting to the EDC members at the adjournment of this meeting.

10 **ADJOURNMENT: 7:10 pm**

Submitted by:

_____

Lori Lesmeister, City Recorder

Date Minutes Approved ______________________
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<th>RECEIVED</th>
<th>SUBPROJECT: LU TYPE/BP/FN/SN/ROW/etc</th>
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<th>APPLICANT</th>
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<th>ADDRESS</th>
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<tr>
<td>21-018</td>
<td>5/10/2021</td>
<td>Lot Line Adjustment</td>
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<td>Holm Family Real Estate</td>
<td>Type 1- Lot Line adjustment for vacated Pacific St</td>
<td>Northern 30' of vacated Pacific St</td>
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<td>21-019</td>
<td>5/17/2021</td>
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<td>$430.00</td>
<td>HD Fowler</td>
<td>Type 1- New Industrial Structure</td>
<td>10875 NW 292nd Ave</td>
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