1. **LOGIN INFORMATION TO ATTEND VIA ZOOM**
   
   **Join Zoom Meeting**
   https://us02web.zoom.us/j/82380647394?pwd=OXByVGNUSkxuVzNVRDmb0d4TG8wZz09
   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 June 2, 2021, Regular Session Minutes

   □ Economic Development Committee - Regular Session - - 02 Jun 2021 - Minutes

6. **NEW BUSINESS:**

7. **UNFINISHED BUSINESS:**
   
   A. **Updates on the following items:**
   1. UGB process (a new EOA is going to be conducted by a consultant)
2. Glencoe Property proposal process
3. Updating/Revising the roadmap put together last year.
4. Update on ARP money and guidelines
5. Check in about the first Downtown Plan Advisory Committee meeting held Aug. 3, 2021 from member Beutler
   □ North Plains Ec Dev Roadmap

8. STAFF, COUNCIL, PLANNING COMMENTS:
   A. Current Land Use Applications
      □ Current Land Use Applications
   B. 3J Consulting Monthly Update Report
      □ August Update from 3JC

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

*****

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, September 1, 2021       Wednesday, October 6, 2021       Wednesday, November 3, 2021
MINUTES
Economic Development Committee - Regular Session - Meeting
Wednesday, June 2, 2021 VIA ZOOM 6:00 PM

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

COMMITTEE MEMBERS ABSENT:

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

OTHER:

1 LOGIN INFORMATION TO ATTEND VIA ZOOM
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2 CALL TO ORDER: 6:05 pm

3 ROLL CALL:
   a) All members in attendance.
      Ex Officio Councilor James Fage in attendance
      Mayor Teri Lenahan, Councilor Trista Papen and Councilor Rickey Smith were in attendance.

4 PUBLIC COMMENT: NONE

5 APPROVAL OF MINUTES:
   a) Review and approval of May 5, 2021, Regular Session Minutes
      Motion to approve the May 5, 2021 Regular Session Economic Development Committee Minutes.
      Moved by Member Lawson. Second by Member Hunt.
      Motion was approved unanimously.
6 NEW BUSINESS:

a) **Glencoe Opportunity Area Development Request for Proposals (RFP) Discussion**

City Manager Andy Varner and Finance Director Bill Reid gave a PowerPoint presentation on where the city is with the Glencoe Opportunity Area (GOA). Varner noted that the Request for Proposals (RFP) went 'live' today and will be open until July 23, 2021 when all proposals are due.

Chair Martinez asked if the plan is to have this area have generally the same type of look of the downtown area. Varner said that discussion has not taken place yet. Reid said that the proposals that we will receive and will have an impact on how we want the downtown area to look, whether it be similar to the selected proposal, complimentary to the selected proposal or completely different that the selected proposal from a design perspective.

Once all proposals have been received, city staff will go through them to make sure that they provided everything that was requested in the RFP, ruling out any that didn't meet the needed requirements. The proposals will then be ranked based on criteria and the top two choices will be handed over to the Urban Renewal Advisory Committee (URAC) that will be formed and ask them to make a recommendation. The Urban Renewal Advisory Committee will be 5-7 members that will include someone from the Planning Commission, someone from the URA, a member of the EDC and an 'at large' member. The committee will deliberate on the top proposals that were selected by city staff and make their recommendation to the URA.

Councilor Fage asked how much advertising is being done for the RFP and are we sure it is getting out to enough people that we will get a good group of candidates and not just a couple to choose from. Reid said that the RFP has been advertised in the Daily Journal of Commerce, the Portland Business Journal, the Oregonian, and the Portland Tribune. Reid said we do have a consultant that we have been working with and he will getting the word out directly to a large group of developers that specialize in these types of projects, as well as the Oregon Economic Development Association, the Oregon Association of Renewal Agencies and the Westside Economic Alliance. Reid is also on staff at Portland State University in the Real Estate Program so will be sharing it with faculty as well as current and former students that are with different development agencies. Reid and Varner are confident that we will get several proposals to select from, but if we do not, we do have the option to change the schedule as needed.

Mayor Lenahan asked for clarification on who will actually be making the final decision on what developer is chosen. Reid said it will be the URAC making the final selection after interviewing the top two candidates that city staff presents to the URAC. Lenahan then asked if the city is taking names and/or suggestions for the 'at large' position on the URAC. Varner said he and Reid have been working with URA Chair Russ Sheldon to put together a list of possible candidates. Lenahan and Martinez both said they can think of people that might be a good fit and said they will forward their names to Varner for consideration.

7 UNFINISHED BUSINESS:
8 STAFF, COUNCIL, PLANNING COMMENTS:

a) Land Use Applications -May 2021

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

c) Chair Martinez said he and Reid have been working on a plan for moving the Committee forward by structuring future meetings discussion topics, as well as looking at the EDC budget dollars for future projects. There will not be an EDC meeting in July.
    Varner said that the Downtown Planning Project work should begin within a month or so. We received grant dollars for the project so it does take a bit of time for that to come through before the work can begin.
    The Ice Cream Social is tomorrow evening, June 3, 2021 at 6:00 pm on Commercial Street in front of the Senior Center.
    Member Lisa Beutler asked if there are minutes or audio from the UGB meeting that was held last month. City Recorder will send out the audio recording to the EDC members first thing tomorrow morning.

9 ECONOMIC DEVELOPMENT COMMITTEE COMMENTS:

10 ADJOURNMENT: 7:03 pm

Submitted by:

__________________________________________________________________________

Lori Lesmeister, City Recorder

Date Minutes Approved ________________
SUGGESTED ECONOMIC DEVELOPMENT ROADMAP - 2020-2023 - CITY OF NORTH PLAINS

<table>
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<tr>
<th>Issue</th>
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<tbody>
<tr>
<td>Actions</td>
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<tr>
<td>Downtown &amp; Glencoe Road buildings require reinvestment, modernization, and design guidelines</td>
<td>North Plains’ business sector is not growing given its location in the County, lack of rooftops, and marketable assets</td>
<td>Downtown has conflicting uses, underutilized properties, conflicting modes of transportation</td>
<td>North Plains has run out of sufficient commercial, industrial, and residential land</td>
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<td>Agency Partners</td>
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<td>Likely Funding Sources</td>
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<tr>
<td>1. North Plains Urban Renewal Agency</td>
<td>1. City General Fund</td>
<td>1. TGM Grant</td>
<td>1. DLCD TA Grant</td>
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<td>3. Grants &amp; Other Sources</td>
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### Timeline

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### Funding Sources

- Commercial Reinvestment: Civicis, SBA
- Economic Development: SWOT, Ec Dev Plan
- Downtown Plan: Pursue Funding
- Urban Growth Boundary: Pursue Funding
- URA Extension & Update
- TGM Study Process
- Legal Process
- Concept & Infrastructure Plan
<table>
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<tr>
<th>PERMIT #</th>
<th>RECEIVED</th>
<th>Subproject: LU TYPE/BP/FN/SN/ROW/etc</th>
<th>APPLICANT</th>
<th>DESCRIPTION/TYPE</th>
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<td>21-022</td>
<td>6/16/2021</td>
<td>Sign Permit</td>
<td>Oregon Road Runners Club</td>
<td>Type 1- Temporary signs (7) for EGF Race run</td>
<td>Seven locations in town</td>
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<td>6/22/2021</td>
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<td>Sravan Kumar Thota</td>
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<td>7/2/2021</td>
<td>Design Review</td>
<td>Lennar Homes</td>
<td>Type 2- Design Review for Park in Brynhill phase 2</td>
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The following is a short summary of the current tasks undertaken by the 3J staff for both Community Planning and Engineering since the last update.

**COMMUNITY PLANNING**

1. **UGB Expansion:** Initiated Phase 2 of the project.
   - Submitted final Phase 1 report to City and DLCD with contributions from Air Park community and the city attorney.
   - Held kickoff phone call with Andy Varner.
   - Initiated some Goal 14 analysis tasks.
   - Scheduled August 10th kickoff meeting for City, 3J, and KAI.

2. **Buildable Lands Inventory:**
   - Preparing final updates to the Housing Needs Analysis and Buildable Lands Inventory and map(s).
   - Preparing cost summary for HNA and BLI work to submit to Andy Varner at UGB Phase 2 kickoff meeting.

3. **Urban Renewal:** Assisting downtown economics consultant as questions arise.

4. **Zoning Code Update:** Ongoing work continues with the Planning Commission. Work session scheduled for Wednesday, August 11, 2021.

5. **Development Review:**
   - Brynhill Phase II Final Plat in review.

**ENGINEERING**

1. **West Union Pedestrian Pathway:** Project is well underway with piling just finishing up. Boardwalk material has arrived, and the contractor will be assembling the boardwalk. Asphalt path section to the east is nearly complete with final punch list items and some bollards to be added. Intersection work at Glencoe will be continuing to provide the final connection to Commercial Street to the West.

2. **Commercial Street Water Line Extension:** Construction Completed, pending final close out.

3. **Arsenic Treatment Analysis:** Currently in design
4. **Pavement Management Program**: Field work and Drone Flights complete, currently working on final reports.

5. **Cottage Street Pavement overlay and Waterline Improvements**: Survey complete, Design is 90% complete. Anticipate Bid/Construction in September.

6. **Glencoe Sidewalk Improvements (North Ave to Commercial Street)**: Survey complete, design to be completed in August and ready for permitting.

7. **Capital Improvement Projects – 6yr Plan**: Council approved in June; final plan has been posted to City website.

8. **Development Review**:
   - **Brynhill Phase 1**:
     - Phase 1- Subdivision (approved, under construction)
     - Offsite Waterline (approved, under construction)
   - **Holmstead Subdivision**:
     - 3rd Plan Review completed in January
   - **Glencoe Road/Pacific Street Commercial**:
     - Frontage Plan Approved, Pending Pre-construction meeting
   - **HD Fowler Industrial**:
     - Approved, under Construction
   - **Brynhill North Ave Improvements**:
     - Frontage Plans approved, pending pre-construction meeting
   - **Brynhill Phase 2**:
     - 2nd Plan Review completed in July

--- END OF DOCUMENT ---