

## GRESHAM REDEVELOPMENT COMMISSION AGENDA

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### COMMISSION CHAIR TRAVIS STOVALL

COMMISSION VICE CHAIR DINA DINUCCI  
COMMISSION ACTING CHAIR JERRY HINTON  
COMMISSIONER JANINE GLADFELTER

COMMISSIONER VINCENT JONES-DIXON  
COMMISSIONER EDDY MORALES  
COMMISSIONER SUE PIAZZA

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## GRESHAM REDEVELOPMENT COMMISSION MAY 16, 2023

**OPEN SESSION – 4:00 P.M.**

**Gresham Civic Center, Public Safety & Schools Building, Council Chambers  
1331 NW Eastman Parkway, Gresham, Oregon**

### **PLEASE NOTE**

The Gresham Redevelopment Commission is transitioning back to in-person meetings. Members of the public are now welcome to attend in-person in the Council Chambers.

This meeting will also be broadcast live at [GreshamOregon.gov/Agendas](https://greshamoregon.gov/Agendas) and via Zoom, an online meeting platform.

The City's business hours are Monday through Friday from 8:00 a.m. to 5:00 p.m.

Persons who desire to access the meeting and are unable to access the meeting via the livestream at [GreshamOregon.gov/Agendas](https://greshamoregon.gov/Agendas) or via Zoom are encouraged to contact Johntae Ivory, Administrative Assistant II, by calling 503-618-2473 or emailing [johntae.ivory@greshamoregon.gov](mailto:johntae.ivory@greshamoregon.gov) by 5:00 p.m. two (2) business days before the meeting, so that the City can provide alternate arrangements.

Persons who desire translation services for this meeting must notify Johntae Ivory, Administrative Assistant II, by calling 503-618-2473 or emailing [johntae.ivory@greshamoregon.gov](mailto:johntae.ivory@greshamoregon.gov) by 5:00 p.m. three (3) business days before the meeting, so that the City can make arrangements for translation services.

### **ZOOM ACCESS LINK AND CALL-IN NUMBERS FOR THIS MEETING**

**Click the link below to join the webinar:**

<https://greshamoregon.zoom.us/j/87895316107?pwd=YTIJZFJrcTV5SU8xa1NoVWdXWXhsZz09>

Passcode: 4xERZB5sqX

**Or One Tap Mobile:**

US: +16699006833,87895316107#,,,\*,4983688933# or +12133388477,,87895316107#,,,\*,4983688933#

**Or Telephone:**

Dial (for higher quality, dial a number based on your current location):

US: +1 669 900 6833 or +1 213 338 8477 or +1 253 215 8782 or +1 646 876 9923

**Webinar ID: 878 9531 6107**

**Passcode: 4983688933**

**International numbers available: <https://greshamoregon.zoom.us/j/87895316107?pwd=YTIJZFJrcTV5SU8xa1NoVWdXWXhsZz09>**

### **PLEASE NOTE**

Instructions for signing up for written or oral testimony are provided on this agenda under section A (2): Instructions to Citizens on Signing Up for Public Testimony Regarding Agenda and Non-Agenda Items.

**GRESHAM REDEVELOPMENT COMMISSION AGENDA  
MAY 16, 2023 – PAGE 2**

**TIME ESTIMATE (Minutes)**

<b>A.</b>	<b>CALL TO ORDER BY PRESIDING OFFICER</b>	<b>5</b>
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1. **ROLL CALL OF THE GRESHAM REDEVELOPMENT COMMISSION**
2. **INSTRUCTIONS TO CITIZENS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS**

**Written Testimony** must be received by 2:30 p.m. on Monday, May 15, 2023 via email to Johntae Ivory, Administrative Assistant II, at [johntae.ivory@greshamoregon.gov](mailto:johntae.ivory@greshamoregon.gov)

**Oral Testimony:** Persons wishing to provide oral testimony must register their request to Johntae Ivory, Administrative Assistant II, by calling 503-618-2473 or emailing [johntae.ivory@greshamoregon.gov](mailto:johntae.ivory@greshamoregon.gov) by 2:30 p.m. on Monday, May 15, 2023 and include their name, email address, phone number, and subject matter of the oral testimony. Mr. Ivory will send persons who wish to provide oral testimony via Zoom a Zoom link to use to provide the oral testimony.

<b>B.</b>	<b>CITIZEN AND COMMUNITY GROUP COMMENTS FOR AGENDA (EXCEPT PUBLIC HEARING) AND NON-AGENDA ITEMS</b>	<b>10</b>
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1. **CITIZEN AND COMMUNITY GROUP COMMENTS**

<b>C.</b>	<b>CONSENT AGENDA</b>	<b>5</b>
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Commission actions are taken in one motion on Consent Agenda items; however, Commission members can remove items from the Consent Agenda to be addressed separately.

1. **URBAN RENEWAL CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2023/24 – 2027/28**

Commission approval of this item would approve the Urban Renewal Capital Improvement Program (CIP) and recommend it to the City Council for adoption. Urban Renewal projects are incorporated into the City of Gresham's CIP. Each year, the Urban Renewal CIP is updated to accurately reflect the needs and available resources of the Rockwood-West Gresham Urban Renewal Area (URA).

2. **GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES**

Commission approval of this item would approve the minutes of the Commission meetings of March 21, 2023 and April 18, 2023.

<b>D.</b>	<b>PUBLIC HEARING</b>	
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None.

<b>E.</b>	<b>COMMISSION BUSINESS</b>	
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1. **SMALL BUSINESS SUPPORT GRANT: PHASE 1**

Move to direct the Executive Director of the Gresham Redevelopment Commission to proceed with Phase 1 of the Small Business Support Grant.

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**GRESHAM REDEVELOPMENT COMMISSION AGENDA  
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**F. COMMISSION MEASURES AND PROPOSALS**

None.

**G. ADJOURNMENT OF MEETING**

**TOTAL ESTIMATED TIME (MINUTES): 65**

**MEETING BROADCAST AND REPLAY SCHEDULE**

**Live Broadcast**

- Comcast Channel 22 (322 HD) or Frontier Channel 33
- City of Gresham website: [GreshamOregon.gov/Videos](https://greshamoregon.gov/Videos). Under “Upcoming Events,” select the May 17, 2022 Redevelopment Commission “Agenda.” An active link to the Zoom meeting is posted on page 1 of the Agenda. Phone numbers are also posted for the option of attending the meeting by phone.

**Replays**

- 4<sup>th</sup> Monday of the same month at 6:00 p.m. on Comcast Channel 30 (330 HD) or Frontier Channel 38
- 1<sup>st</sup> Friday of the following month at 11:30 p.m. on Comcast Channel 30 (330 HD) or Frontier Channel 38
- Any time after 72 hours following the meeting: [GreshamOregon.gov/Videos](https://greshamoregon.gov/Videos)

# GRESHAM

## REDEVELOPMENT COMMISSION

### AGENDA ITEM TYPE: DECISION AND RECOMMENDATION TO THE GRESHAM CITY COUNCIL

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#### Urban Renewal Capital Improvement Program Fiscal Years 2023/24 – 2027/28

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**Meeting Date:** May 16, 2023

**Agenda Item Number:** C-1

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#### REQUESTED COMMISSION ACTION

Move to approve the proposed Urban Renewal Capital Improvement Program Fiscal Years 2023/24 - 2027/28 and recommend it to the Gresham City Council for adoption.

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#### PUBLIC PURPOSE AND COMMUNITY OUTCOME

Each year the Gresham Redevelopment Commission (GRDC) approves the five-year Capital Improvement Program (CIP) and recommends it to the Gresham City Council for adoption, as required by the Rockwood-West Gresham Renewal Plan.

The CIP is a five-year forecasted estimate that identifies major projects requiring the expenditure of public funds over and above operating expenses. The CIP is updated annually to ensure that projects are aligned with community priorities and available resources. This updating process engages stakeholders in setting priorities and ensures that the GRDC is transparent and accountable in the delivery of those projects.

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#### BACKGROUND

Attached is the draft five-year CIP for the Gresham Redevelopment Commission (GRDC) for fiscal years 2023/24 through 2027/28. The proposed projects, both funded and unfunded, are derived from the Rockwood-West Gresham Renewal Plan, Industrial Area Opportunity Study, City of Gresham infrastructure plans, and community input.

The following projects are proposed to be funded in the Fiscal Year 2023/24 Urban Renewal CIP.

1. CIPUR00001: Catalyst Site/Downtown Rockwood
2. CIPUR00004: Sunrise Site
3. CIPUR00006: Property Acquisition Fund

#### CIPUR00001: Catalyst Site/Downtown Rockwood

The work program for this fiscal year includes monitoring the construction activities, leasing and building completion for the 5-story mixed-use commercial/residential building. This mixed-use development is focused on supporting economic stability and improving access to community services, retail, housing, and public space. This is the final construction project for the Catalyst Site/Downtown Rockwood and is anticipated to be complete in spring 2024. Funds for this

project were budgeted in 2022/23, which includes an unspent balance of \$3,147,466, which will be carried over to FY 23/24.

#### CIPUR00004: Sunrise Site

This project will cover capital costs associated with site redevelopment, including on-going maintenance prior to redevelopment. In September 2016, the Gresham Redevelopment Commission purchased the 0.59-acre Asia Kitchen Chinese Restaurant property at 18801 E. Burnside St. and the adjacent 1.40-acre Sunrise Community Center parcel at 18901 E. Burnside St. The purchase will ensure quality redevelopment in a manner consistent with the goals of the Rockwood-West Gresham Renewal Plan and the Commission. Work program this year includes funds associated with on-going maintenance and preparing the property for a future disposition, including the decommissioning of existing buildings on the site. Proposed funding for FY 2023/24 is \$670,100. This does not include the unspent balance of FY 22/23 funding of \$479,990 which will be carried over to FY 23/24.

#### CIPUR00006: Property Acquisition Fund

The Property Acquisition Fund was created to better position the Gresham Redevelopment Commission to respond to development opportunities within the Urban Renewal Area (URA). The Gresham Redevelopment Commission can buy property or team on development with willing private partners within the URA. Staff will be exploring future development opportunities with willing sellers for buying property or teaming on development within the Urban Renewal district. Funds budgeted for this year are estimated to allow for the acquisition of one site. Typical partners will be from the private sector interested in selling property or teaming on a development project. Proposed funding for FY 2023/24 is \$2,577,400.

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### **RECOMMENDATION and ALTERNATIVES**

Move to approve the proposed Urban Renewal Capital Improvement Program Fiscal Years 2023/24 – 2027/28 and recommend it to the Gresham City Council for adoption.

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### **BUDGET / FINANCIAL IMPACT**

The GRDC contracts with the City to administer the Urban Renewal capital program. Sufficient appropriations to fund the capital program are included in the proposed Fiscal Year 2023/24 Urban Renewal budget that is scheduled for adoption by the GRDC on June 20, 2023.

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### **PUBLIC INVOLVEMENT**

The May 9, 2023 GRDC Budget Committee meeting included review of the CIP as part of the proposed fiscal year 2023/24 GRDC budget, and the GRDC Advisory Committee reviewed on April 12, 2023, and recommended adoption of the CIP at their May 9, 2023 meeting.

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### **NEXT STEPS**

The Gresham City Council will hold a public hearing on the citywide CIP, including this Urban Renewal CIP, on June 6, 2023, and will enact the final CIP on June 20, 2023.

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### **ATTACHMENTS**

A: Draft Urban Renewal Capital Improvement Program Fiscal Years 2023/24 – 2027/28

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**FROM**

Brian Monberg, GRDC Executive Director

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**REVIEWED THROUGH**

Sharron Monohon, Budget and Finance Director

Ian Peterson, Financial Analyst

Eric Schmidt, Assistant City Manager

Mark Takahata, Capital Improvement Analyst

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**FOR MORE INFORMATION**

Staff Contact: Brian Monberg

Telephone: 503-618-2418

Staff E-Mail: [Brian.Monberg@GreshamOregon.gov](mailto:Brian.Monberg@GreshamOregon.gov)

Website: [www.GreshamOregon.gov/UrbanRenewal](http://www.GreshamOregon.gov/UrbanRenewal)

### Funded Projects

#### *Overview*

The 1,211-acre Rockwood-West Gresham Urban Renewal Area (URA) was established by city-wide vote in November 2003. The Rockwood-West Gresham Renewal Plan, extended to the year 2029 through city-wide vote in 2022, is aimed at improving public infrastructure, attracting private investment, adding quality jobs, housing and services to the area. The Gresham Redevelopment Commission (GRDC) is made up of members of Gresham's City Council and serves as the final decision-making body. A citizen advisory committee also reviews proposed projects and policies and makes recommendations to the GRDC.

The following capital improvement projects implement the goals of the Rockwood-West Gresham Renewal Plan. To carry out the capital projects the GRDC entered into an agreement with the City of Gresham. Thus, the URA projects are included in the City's CIP and are subject to the same review process as all other City CIP projects.

#### *Highlights*

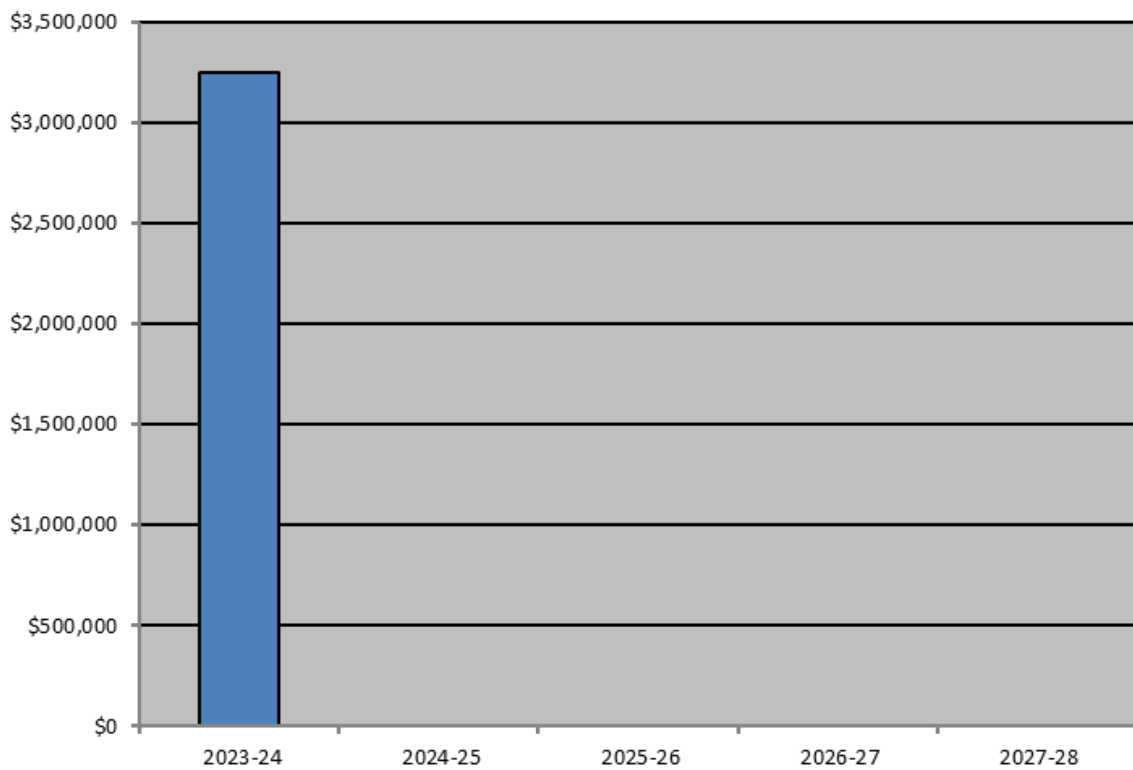
Significant capital improvement projects include:

1. Construction of the third and final phase of the Catalyst Site/Downtown Rockwood project – the 5-story mixed-use commercial/residential building is continuing construction (#CIPUR00001). This mixed-use development is focused on supporting economic stability and improving access to community services, retail, housing, and public space. This is the final construction project for the Catalyst Site/Downtown Rockwood and is anticipated to be complete in spring 2024.
2. Disposition of the Sunrise Site, a 2-acre site located adjacent to the E 188th MAX light rail station, has been a primary focus of the Gresham Redevelopment Commission (#CIPUR00004). In 2022, the Commission directed the Executive

Director to proceed with a non-binding Exclusive Negotiation Agreement with a private partner to prepare the site for development. Site planning and design is proceeding on the site.

3. Staff will be exploring future development opportunity through the Property Acquisition Fund (#CIPUR00006). The Property Acquisition Fund was created to better position the Gresham Redevelopment Commission to respond to development opportunities within the Urban Renewal Area (URA). The Gresham Redevelopment Commission can buy property or team on development with willing private partners within the URA.

**Urban Renewal Expenditure Graph by Fiscal Year**





**Urban Renewal Capital Fund**  
**Urban Renewal Projects - Funding Sources**

			Project Funding Consists of
Project	Project Name	Total Project Budget for FY23/24	Urban Renewal
CIPUR00001	Catalyst Site/Downtown Rockwood	3,147,466	3,147,466
CIPUR00004	Sunrise Site	1,150,090	1,150,090
CIPUR00006	Property Acquisition Fund	2,577,400	2,577,400
<b>Grand Total</b>		<b>6,874,956</b>	<b>6,874,956</b>

**Note:**

The numbers shown include carryover from FY22/23.

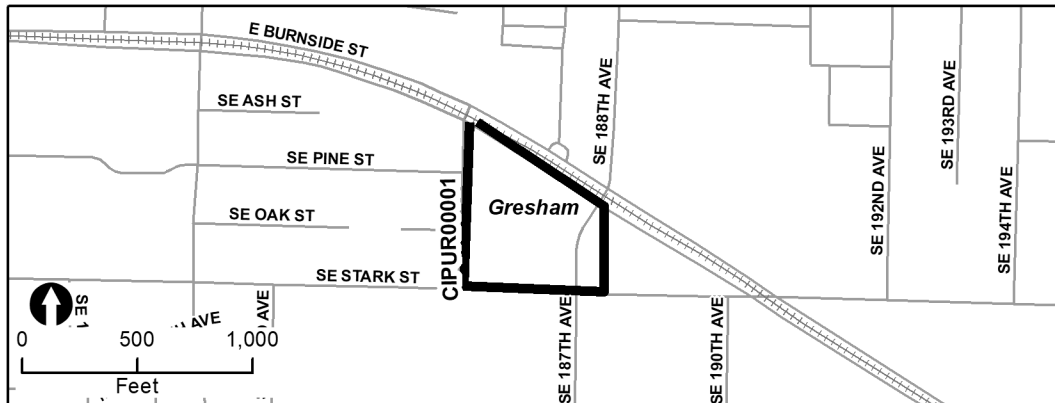
"Urban Renewal" = Funds from the Urban Renewal program area.

**Urban Renewal Capital Fund**  
**Urban Renewal Projects - Five Year View**

		Total Project Budget for FY23/24						
Project	Project Name	Carryover from FY22/23	+ New FY23/24	FY24/25	FY25/26	FY26/27	FY27/28	Total
CIPUR00001	Catalyst Site/Downtown Rockwood	3,147,466	0	0	0	0	0	3,147,466
CIPUR00004	Sunrise Site	479,990	670,100	0	0	0	0	1,150,090
CIPUR00006	Property Acquisition Fund	0	2,577,400	0	0	0	0	2,577,400
<b>Grand Total</b>		<b>3,627,456</b>	<b>3,247,500</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6,874,956</b>
		=						
<b>Total Budget for FY23/24</b>		<b>6,874,956</b>						

Carryover = Existing budget authority being rebudgeted in the following fiscal year to ensure projects can proceed uninterrupted at the fiscal year change.

## CIPUR00001: Catalyst Site/Downtown Rockwood



Funds	Description	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	Total
Resources	Urban Renewal	3,354,999	0	0	0	0	0	3,354,999
Resources Total		3,354,999	0	0	0	0	0	3,354,999
Expenses	Construction	3,257,299	0	0	0	0	0	3,257,299
	Admin (3%)	97,700	0	0	0	0	0	97,700
Expenses Total		3,354,999	0	0	0	0	0	3,354,999

**FUNDED PROJECT**  
**Urban Renewal**

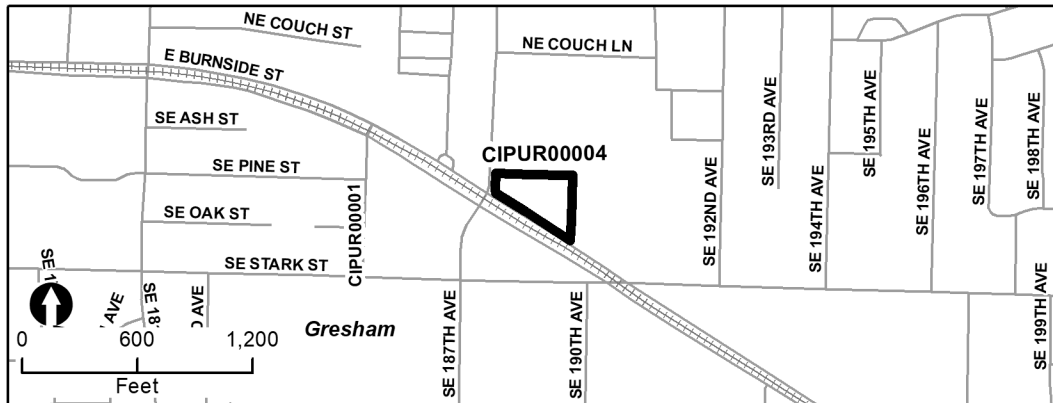
**CIPUR00004: Sunrise Site**

**Description:** This project will cover capital costs associated with site redevelopment, including on-going maintenance prior to redevelopment. In September 2016, the Gresham Redevelopment Commission purchased the 0.59-acre Asia Kitchen Chinese Restaurant property at 18801 E. Burnside St. and the adjacent 1.40-acre Sunrise Community Center parcel at 18901 E. Burnside St. The purchase will ensure quality redevelopment in a manner consistent with the goals of the Rockwood-West Gresham Renewal Plan and the Commission, as well as complement redevelopment of the Commission's adjacent Rockwood Rising Catalyst Site. The parcels are located to the northeast of the Rockwood Rising Catalyst Site and immediately east of the Rockwood/E. 188th Ave. MAX light rail station and together, they constitute one of the largest sites in the Rockwood Town Center.

**Justification:** This project will complement the adjacent Rockwood Rising Catalyst Site and help renew and revitalize the Rockwood Town Center, making it more appealing to private investment.

**Type of project:** Construction and renovation of facilities and supporting utilities.

**Partner:** Private development.



**Estimated Dollars:**

Funds	Description	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	Total
Resources	Urban Renewal	515,000	670,100	0	0	0	0	1,185,100
<b>Resources Total</b>		<b>515,000</b>	<b>670,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,185,100</b>
Expenses	Construction	500,000	650,600	0	0	0	0	1,150,600
	Admin (3%)	15,000	19,500	0	0	0	0	34,500
<b>Expenses Total</b>		<b>515,000</b>	<b>670,100</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,185,100</b>

**FUNDED PROJECT**  
**Urban Renewal**

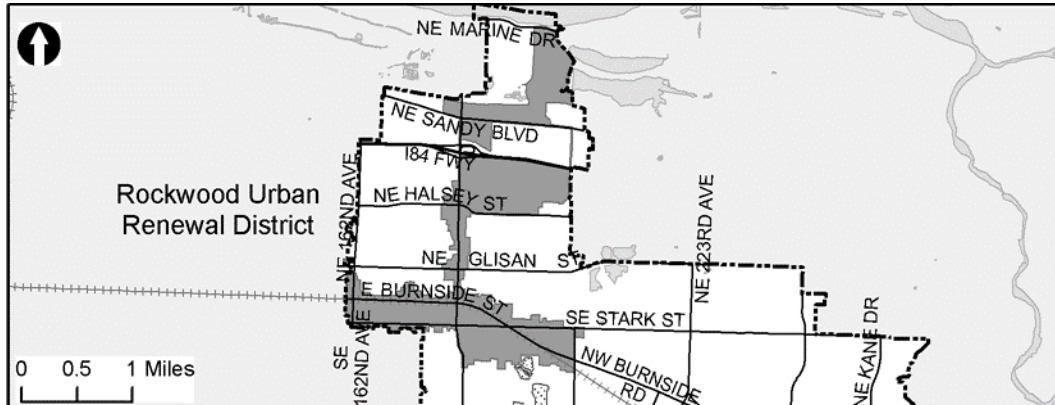
**CIPUR00006: Property Acquisition Fund**

**Description:** This Property Acquisition Fund was created to better position the Gresham Redevelopment Commission to respond to development opportunities within the Urban Renewal Area (URA). Its purpose is to provide a financial means for the Gresham Redevelopment Commission to implement the Rockwood West Gresham Renewal Plan Goals.

**Justification:** This project will help renew and revitalize the Rockwood/West Gresham Urban Renewal Area, making it more appealing to private investment.

**Type of project:** Property Acquisition.

**Partners:** Typical partners will be from the private sector interested in selling property or teaming on a development project.



**Estimated Dollars:**

Funds	Description	2022-23	2023-24	2024-25	2025-26	2026-27	2027-28	Total
Resources	Urban Renewal	0	2,577,400	0	0	0	0	2,577,400
Resources Total		0	2,577,400	0	0	0	0	2,577,400
Expenses	Property Acq	0	2,502,300	0	0	0	0	2,502,300
	Admin (3%)	0	75,100	0	0	0	0	75,100
Expenses Total		0	2,577,400	0	0	0	0	2,577,400

# GRESHAM

## REDEVELOPMENT COMMISSION

### **AGENDA ITEM TYPE: DECISION**

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### **Gresham Redevelopment Commission Meeting Minutes**

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**Meeting Date:** May 16, 2023

**Agenda Item Number:** C-2

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#### **REQUESTED COMMISSION ACTION**

Move to approve minutes from the Gresham Redevelopment Commission meetings of March 21, 2023 and April 18, 2023.

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#### **ATTACHMENTS**

- A. Meeting Minutes: March 21, 2023
  - B. Meeting Minutes: April 18, 2023
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#### **FROM**

Johntae Ivory, Recording Secretary

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#### **REVIEWED THROUGH**

Brian Monberg, Gresham Redevelopment Commission Executive Director

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#### **FOR MORE INFORMATION**

Staff Contact: Johntae Ivory, Administrative Assistant II, Recording Secretary  
Telephone: (503) 618-73  
Staff E-Mail: [johnetae.ivory@GreshamOregon.gov](mailto:johnetae.ivory@GreshamOregon.gov)  
Website: [GreshamOregon.gov/UrbanRenewal](http://GreshamOregon.gov/UrbanRenewal)

**GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES**  
**MARCH 21, 2023 – PAGE 1 OF 6**

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**A. CALL TO ORDER BY PRESIDING OFFICER**

**Commission Vice Chair Dina DiNucci** called the Gresham Redevelopment Commission (GRDC) meeting to order on Tuesday, March 21, 2023, at 2:37 p.m. via Conference Call +1 253 215 8782, Meeting ID 878 9531 6107 or <https://greshamoregon.zoom.us/j/87895316107>

**1. ROLL CALL OF THE GRESHAM REDEVELOPMENT COMMISSION**

**Chair Stovall** called the roll.

COMMISSION PRESENT: Commission Vice Chair Dina DiNucci  
Commissioner Vincent Jones-Dixon  
Commissioner Eddy Morales  
Commissioner Sue Piazza

COMMISSION ABSENT: Commission Chair Travis Stovall  
Commissioner Janine Gladfelter  
Commissioner Jerry Hinton

STAFF PRESENT: Brian Monberg, Director of Urban Renewal  
Kevin McConnell, City Attorney  
Nina Vetter, City Manager  
Eric Schmidt, Assistant City Manager  
Johntae Ivory, Administrative Assistant II

**2. INSTRUCTIONS TO CITIZENS ON SIGNING UP FOR PUBLIC TESTIMONY REGARDING AGENDA AND NON-AGENDA ITEMS**

**Commission Vice Chair Dina DiNucci** read the instructions.

**B. CITIZEN AND COMMUNITY GROUP COMMENTS FOR AGENDA (EXCEPT PUBLIC HEARING) AND NON-AGENDA ITEMS**

**1. CITIZEN AND COMMUNITY GROUP COMMENTS**

**Johntae Ivory**, Recording Secretary, said we have one written testimony and two public comments speaking today.

**C. CONSENT AGENDA**

**1. GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES** Commission approval of this item will approve the minutes of the Commission meetings of March 21, 2023.

**Commission Vice Chair Dina DiNucci** read the Consent Agenda and asked if any questions regarding the minutes on March 21, 2023

No Commissioners had any questions.

**GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES**  
**MARCH 21, 2023 – PAGE 2 OF 6**

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**Commission Vice Chair Dina DiNucci** called for a motion on the Consent Agenda.

Motion was made by Commissioner Morales and seconded by Commissioner Piazza **APPROVE CONSENT AGENDA ITEM C-1.**

**Commission Vice Chair Dina DiNucci** asked if there was any discussion on the Consent Agenda or motion.

Hearing none, **Vice Chair Dina DiNucci** called for the vote. The motion passed as follows:

Commission Vice Chair Dina DiNucci	YES
Commissioner Eddie Morales	YES
Commissioner Vincent Jones-Dixon	YES
Commissioner Sue Piazza	YES

**D. PUBLIC HEARING**

None.

**E. COMMISSION BUSINESS**

**1. ROCKWOOD MARKET HALL: 2023 UPDATE**

Staff is requesting review and feedback from the Gresham Redevelopment Commission (GRDC) regarding the Rockwood Market Hall first year of operations.

**Agenda Item E-1 - PowerPoint Presentation**

**Commissioner Morales** is aware of some of the issues raised at the market hall and has firsthand experience of how cold it is inside. He asked multiple clarifying questions:

- How much money is for each grant proposal?
- Where would the grant funds come from?
- Were there any market research requirements before they started?

**Mr. Monberg** said the proposal for merchant support is up to \$15,000 total as part of the grant program for future discussion at the next Commission meeting. The money will be provided from our small business grant budget we have available. The idea is to work with a variety of business supports, and staff is working through review of finalizing the scope of that. We want to have a community of business owners meeting, working, engaging, and just having discussions with vendors there about needs and opportunities. We will come back in April and further elaborate about the whole financial ecosystem and how all of these funding opportunities will fit.

**Vice Chair DiNucci** asked, what is the difference between forgivable loans and grants?

**Mr. Monberg** explained its an important distinction. The forgivable loan intent is to use the funds to work with third party organizations that will continue to help the tenants at the market hall. The loan will be forgiven essentially forgiven if the services are used correctly. The grant would help support the tenants with a variety of business support and we should have a proposal has soon as May.



**GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES**  
**MARCH 21, 2023 – PAGE 3 OF 6**

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**Commissioner Jones-Dixon** asked what is the role and function of Micro Enterprise Services of Oregon (MESO) now?

**Mr. Monberg** said MESO is actively working with several of the tenants on site now with a variety of offerings.

**Commissioner Jones-Dixon** asked, what is the plan moving forward with the communication issues that were raised?

**Mr. Roy Kim**, RKM Development, explained a lot of the communication issues have been with the tenants directly. We let MESO talk to them. We want to set up a meeting with MESO to help streamline communication.

**Commissioner Morales** asked a second follow up question about the size of the grant for the second grant you proposed to help with the tenants.

**Mr. Monberg** said this is something we are working on, but possible \$100,000 for the program. We must figure out how funding could be applied to the direct grant or for direct funding to the tenants. Active discussions around business development and technical support and other needs would be addressed to finance all of that. I think the distinction that we would be trying to propose, is to make sure that the current business and work that they're doing as part of the plan is successful, but then have additional funds to think about how that business plan could grow into additional product offerings. In April we can come back and explain the full ecosystem, and how that all works.

**Mr. Morales** wanted information about the market research and marketing requirements for the tenants at the downtown Market Hall.

**Mr. Kim** said as part of negotiations, all tenants were required to make a business plan with market research included in the plan. We didn't have any added requirements but wanted to make sure they looked at it and understood it.

**Commissioner Morales** recommended we look at the market research going forward because we don't want to set up business and not have a customer base.

**Vice Chair DiNucci** asked **Kevin McConnell**, City Attorney, if we should answer the questions on the Zoom dialogue box?

**Mr. McConnell** noted the comment section shouldn't be turned on during public meetings. He would advise that we disregard those comments at this time.

**Vice Chair DiNucci** said those who have posted the comments or questions could reach out to our GRDC staff. She asked about the business structure of the downtown Market Hall including everyone's role.

**Mr. Monberg** explained there are 3 entities overall: GRDC, own the property and has a lease with the Rockwood Market Hall, that oversees the building. The Board represents the hall and RKM Management. The Market Hall has an agreement that oversees the day-to-day operations of the property.

**Vice Chair DiNucci** asked, what does communication look like with the tenants regarding needs and issues at the market hall?

**GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES**  
**MARCH 21, 2023 – PAGE 4 OF 6**

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**Mr. Monberg** said we have on-going meetings with the tenants over the course of the year, and certainly a need to have those meetings evolve and have additional conversations. I think there is an opportunity to have frequent dialogue to see those things respond over the coming year. We are working closely to refine the current meeting structure and ensure that there are regular communication meetings between the tenants and the broader community.

**Commissioner Piazza** asked for clarification about who is on the board for the downtown Rockwood Market Hall.

**Mr. Monberg** acknowledged the board members are Roy Kim, Amelia Salvador, and Brian Monberg.

**Commissioner Piazza** asked why were these businesses put in these positions? Why MESO or others haven't acknowledged that the system is not working? She noted It's hard-to-find parking, no signage to help navigate and the business are failing. We have dropped the ball on all levels and now you're coming to the city asking for more money. She believes these people deserve better and they put their whole investment just to give them a grant to pay only for a year. We have to change the process and change how they're doing business or even figure out if this is not the right business for them. \$15,000 is a lot of money for a potential forgivable loan that they might have to pay back. The system is a problem, and she is curious to know where the person is who has a good business sense. The tenants are stressed, and the bigger problem was not structuring this right from the beginning and making sure the businesses were in the right business. It upsets her that the organizations did not do well with these people and now you want the city to bail you out with no plan in place to bail them out.

**Mr. Monberg** appreciated feedback. He acknowledges the purpose of having conversations like today in a public setting is to have the opportunity to have this dialogue to really explore where changes can be made. He said, there are a lot of good processes in place, and just want to acknowledge the feedback and the challenges that we face. We really need some refinements to those issues to really ensure that we're successful over the coming years.

**Vice Chair DiNucci** said when this all started our focus was for advocating them and making sure that they thrived. They were given a lot of ideas of what their space was going to be like with grocery store, our produce, or other things that we're going to bring business to them. The first year they really didn't have much of any of that and she wished the tenants were more empowered as a whole and we involved their marketing visions.

**Commissioner Morales** recommended we have someone who is directly involved with the market hall on the board, so you have that voice that's close to the situation. Recommends a GRDC member on the board, so they're in the loop.

**Commissioner Jones-Dixon** asked if the board could be refined based off the committee's requests and when?

**Mr. Monberg** acknowledged there is certainly an opportunity to look at refinements to the structure of the board and he plans to bring it back to the Commission as part of the agreements we have in place.

**Eric Schmidt**, Assistant City Manager said given the feedback from today, He will work with Brian and come back hopefully in April with options to discuss further in a work session.

**Commissioner Jones Dixon** asked for clarification regarding the small work groups to address signage and other issues that have been voiced in the public testimonies.

**GRESHAM REDEVELOPMENT COMMISSION MEETING MINUTES**  
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**Mr. Monberg** explained there have been meetings between the management team, staff and the tenants and they have certainly expressed the issues regarding signage, climate, and parking. There is an opportunity to revisit how often we have those meetings and I'll come back to you with a proposal that the Commission feels confident about those meetings in the coming months.

**Commissioner Morales** said he hasn't heard any response about maintenance of the building and appeal. The bathroom situation has been difficult to gain access for use. Is there another system that works?

**Mr. Kim** explained we put the code system in place because someone stole the hair dryer, but he will look into that process again.

**Vice Chair DiNucci** ended by saying, she hopes all the issues get resolved and especially the temperature issues quickly. She knows there's been a lot of hard work and dedication in putting this all together. If we want this to be a positive place. We're going to have to have the vendors believe that we're all going to work together, and the city believe we're all going to work together and start finding a way to move forward together because continuing having negative comments will never bring that market hall to a happy place, we want it to be. She believes it's a matter of finding a way for all of us to commit to working together on the issues instead of talking past one another. She acknowledges it's a complicated system, but she asked, what guarantees can we give the tenants to help them get through the challenges and encourage them to stay?

**Mr. Kim** said he appreciate the Vice Chair comments and with the whole community rolling in the same direction will help this succeed and he will commit to improving communication on our end and other areas.

**Commissioner Jones-Dixon** asked about the number of apartment units at the new downtown Rockwood Aiva Apartments.

**Mr. Kim** said 108 units with over 100 parking spots. The apartment community won't have access during business hours.

**Commissioner Jones-Dixon** asked if we all could respond to the issues in the written testimonies.

**Commissioner Morales** said this project can't fail. From the beginning the community was sold a dream, the council was sold a dream. This is a community who constantly sees things fail. This can't fail. He committed to working hard so the business doesn't fail. He believes the market research is important and we will have to be really diligent moving forward and have honest conversations with the tenants to make sure it's the right spot for them.

## **F. COMMISSION MEASURES AND PROPOSALS**

## **G. ADJOURNMENT OF MEETING**

Hearing no further business, **Commission Vice Chair Dina DiNucci** adjourned the meeting at 3:34 p.m.

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Commissioner Dina DiNucci  
Vice Chair

Respectfully submitted,

/S/ Johntae Ivory  

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Johntae Ivory  
Recording Secretary

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**A. CALL TO ORDER BY PRESIDING OFFICER**

**Chair Travis Stovall** called the Gresham Redevelopment Commission (GRDC) meeting to order on Tuesday, April 18, 2023, at 2:37 p.m. via Conference Call +1 253 215 8782, Meeting ID 878 9531 6107 or <https://greshamoregon.zoom.us/j/87895316107>

**1. ROLL CALL OF THE GRESHAM REDEVELOPMENT COMMISSION**

**Chair Stovall** called the roll.

COMMISSION PRESENT: Commission Chair Travis Stovall  
Commission Vice Chair Dina DiNucci  
Commissioner Acting Chair Jerry Hinton  
Commissioner Janine Gladfelter  
Commissioner Vincent Jones-Dixon  
Commissioner Eddy Morales  
Commissioner Sue Piazza

COMMISSION ABSENT: None

STAFF PRESENT: Corey Falls, Deputy City Manager  
Kevin McConnell, City Attorney  
Eric Schmidt, Assistant City Manager  
Sharron Monohon, Budget & Finance Director  
Johntae Ivory, Administrative Assistant II

**2. INSTRUCTIONS TO CITIZENS ON SIGNING UP FOR PUBLIC TESTIMONY REGARDING AGENDA AND NON-AGENDA ITEMS**

**Chair Travis Stovall** read the instructions.

**B. CITIZEN AND COMMUNITY GROUP COMMENTS FOR AGENDA (EXCEPT PUBLIC HEARING) AND NON-AGENDA ITEMS**

**1. CITIZEN AND COMMUNITY GROUP COMMENTS**

**Johntae Ivory**, Recording Secretary reported we have one written testimony submitted and available online. One public testimony will speak today.

*Note: Online technical issues prevented recording the presentation & discussion.*

**C. CONSENT AGENDA**

**1. APPROVAL OF CONSENT TO TRANSFER 312 NE 165TH FROM LATINO NETWORK TO LATINO NETWORK SUPPORT CORPORATION**

**Chair Stovall** read the Consent Agenda and called for a motion to approve the Consent Agenda. No Commissioners had any questions.

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**Chair Stovall** called for a motion on the Consent Agenda.

Motion was made by **Commissioner Morales** and seconded by **Commissioner Gladfelter** APPROVE  
CONSENT AGENDA ITEM C-1.

**Chair Stovall** asked if there was any discussion on the Consent Agenda or motion.

Hearing none, **Chair Stovall** called for the vote. The motion passed as follows:

Commission Chair Travis Stovall	YES
Commission Vice Chair Dina DiNucci	YES
Commissioner Janine Gladfelter	YES
Commissioner Jerry Hinton	YES
Commissioner Eddy Morales	YES
Commissioner Sue Piazza	YES
Commissioner Vincent Jones-Dixon	ABSTAINED (Technical Issues)

**D. PUBLIC HEARING**

None.

**E. COMMISSION BUSINESS**

**1. RESOLUTION NO. 51 APPROVING AN INTERGOVERNMENTAL AGREEMENT BETWEEN THE CITY OF GRESHAM AND GRESHAM REDEVELOPMENT COMMISSION FOR CREDIT FACILITY SERVICES**

**Sharon Monohon**, Budget & Finance Director, presented the staff report.  
(PowerPoint presentation attached as Exhibit A.)

**Chair Stovall** called for discussion on the motion.

Motion was made by **Commissioner Morales** and seconded by **Commissioner Hinton** APPROVE  
CONSENT AGENDA ITEM E-1.

Hearing none, **Chair Stovall** called for the vote. The motion passed as follows:

Commission Chair Travis Stovall	YES
Commission Vice Chair Dina DiNucci	YES
Commissioner Janine Gladfelter	YES
Commissioner Jerry Hinton	YES
Commissioner Eddy Morales	YES
Commissioner Vincent Jones-Dixon	YES
Commissioner Sue Piazza	YES

**Commission Vice Chair DiNucci** asked if she could explain more about overnight borrowing.

**Ms. Monohon** explained it's a way to comply with the requirement that Urban Renewal is founded on the use of debt and there needs to be a use of a borrowing mechanism.

## **2. DRAFT URBAN RENEWAL CAPITAL IMPROVEMENT PROGRAM FISCAL YEARS 2023/24 – 2027/28**

**Eric Schmidt, Assistant City Manager**, presented the staff report.  
(PowerPoint presentation attached as Exhibit B.)

**Commission Vice Chair DiNucci** asked for clarification about the timeline of approving projects.

**Mr. Schmidt** noted we will bring forward to the Commission in May or June about the 2029 Framework regarding future projects for the next 6 years.

**Commission Vice Chair DiNucci** asked if that feeds into the written testimony they received from the Rockwood president asking about incorporating a public input process moving forward.

**Mr. Schmidt** acknowledged we have public surveys in place on the Urban Renewal webpage and should last through mid-May. We will compile the data and submit it to the Commission as part of the 2029 Framework.

**Mr. Ivory** noted we have promoted it on our social media sites and will add more posts regarding our surveys.

**Commissioner Morales** asked if we are promoting our new police station on 182<sup>nd</sup> or investments in a new training facility for the fire department?

**Mr. Schmidt** said the survey covers different categories that Urban Renewal funds can be used for including public safety.

**Commissioner Morales** said to make sure the language used for public safety is aligned with the language we are using for the Levy.

**Chair Stovall** asked, what is the remaining indebtedness for the totality of the URA?

**Ms. Monohon** believes we have 20 plus or so million dollars to use.

**Commission Gladfelter** asked if the \$2.5 million dollars for property acquisitions is open to any new properties we want to consider?

**Mr. Schmidt** said yes.

## **F. COMMISSION MEASURES AND PROPOSALS**

**Commissioner Piazza** wanted answers from the March meeting discussions regarding tenant support fund & business expansion grant. She was expecting a discussion on both subjects today. We need this done sooner rather than later.

**Commission Morales** agreed with Commissioner Piazza and noted it was a discussion around \$5,000 grants or loans. Not in favor of loans but asked if we could set a policy on rent hikes.

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**Kevin McConnell**, City Attorney, said we have to take a look at what the council's powers are regarding rent.

**Mr. Schmidt** noted when the council used that policy it was during Covid, and we had a declaration of emergency in place.

**Commissioner Morales** said he would like us to look at a policy regarding Urban Renewal areas.

**Mr. Schmidt** will look into it with our city attorney's office and outside council.

**Chair Stovall** acknowledged he wasn't at the last GRDC meeting but will follow up with staff to make sure things move forward quickly.

**Commissioner Piazza** would like us to follow up with Roy Kim, RKM Management, because it shouldn't be only the GRDC responsibility. She hopes we will have discussions with them to put together a grant process and what they're willing to do to help. There is help needed on both sides not living up to expectations given to everyone.

**Commission Vice Chair DiNucci** asked if Mr. Ivory could talk about the upcoming events in April.

**Mr. Ivory** spoke about a couple of events coming up.

**April 22nd** – Big Plant Sales Event hosted by The Other Side Nursery, from 10-5pm with over 40 vendors, craft, crystals, and plant supplies for sale.

**April 29th** – Latino Network is having a groundbreaking ceremony called La Plaza Esperanza from 12-3pm in Rockwood.

**G. ADJOURNMENT OF MEETING**

Hearing no further business, Chair Stovall adjourned the meeting at 3:38 p.m.

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TRAVIS STOVALL  
CHAIR

Respectfully submitted,

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/s/ Johntae Ivory  
Johntae Ivory  
Recording Secretary



# GRESHAM

## REDEVELOPMENT COMMISSION

### AGENDA ITEM TYPE: DISCUSSION AND POLICY DIRECTION

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#### Small Business Support Grant: Phase 1

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**Meeting Date:** May 16, 2023

**Agenda Item Number:** E-1

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#### REQUESTED COMMISSION ACTION

Move to direct the Executive Director of the Gresham Redevelopment Commission to proceed with Phase 1 of the Small Business Support Grant.

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#### PUBLIC PURPOSE AND COMMUNITY OUTCOME

The public purpose is to provide resources that support and stabilize businesses and merchants within the Rockwood Market Hall during the initial lease-up period. The Rockwood Market Hall provides incubator space for micro-retail and restaurant spaces within Downtown Rockwood.

Redevelopment of Downtown Rockwood ( the Catalyst Site) has been a significant investment by the Gresham Redevelopment Commission and furthers the following Rockwood-West Gresham Renewal Plan Goals: Goal 1 (Public Involvement), Goal 2 (Improve Rockwood Town Center), Goal 3 (Increase Availability of Quality Housing), Goal 4 (Help Create and Retain Family Wage Jobs by Improving Industrial and Commercial Areas), Goal 6 (Parks and Recreation Facilities), Goal 7 (Improve Transportation), and Goal 8 (Promote Quality Development).

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#### BACKGROUND

The Rockwood Market Hall is a critical component of the Downtown Rockwood property.

The Rockwood Market Hall is an ambitious program to create small business opportunities for the community. Over the course of community conversations, discussions with merchants, business assistance providers, and review of the Rockwood Market Hall with the Commission on March 21, 2023, staff recommends the establishment of a grant program. This program will provide current tenants financial assistance for operations over the next year at the Market Hall. Grant funds are proposed primarily to support lease payments and accrued debt so that tenants can work with business assistance providers over the course of the next year. These funds will benefit both the merchants, and the Downtown Rockwood development, during this initial two-year start-up of operations.

Policy guidance for the framework for the grant program will be discussed in the meeting. Individual grant awards are proposed not-to-exceed \$12,000 per grantee and based on an itemized budget of business expenses for the coming year. Grant awards are proposed to provide funds for business operation expenses including, rent (including back rent), utilities and common area maintenance, payroll, and accrued debt as part of business start-up such as supplies and inventory. In addition to the grant program, staff recommends proceeding with a

formal agreement between the GRDC and business support partners, including Micro Enterprise Services of Oregon (MESO), to provide 3<sup>rd</sup> party business support to grantees. This would include review and update of existing business plans as well as monthly meetings with technical advisors. The first year of operations has included a number of successes, opportunities and challenges. This grant program is proposed for the businesses who have invested in the initial opening of the Rockwood Market Hall.

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#### **RECOMMENDATION and ALTERNATIVES**

Staff recommends the Gresham Redevelopment Commission move to direct the Executive Director of the Gresham Redevelopment Commission to proceed with the Small Business Support Grant Phase 1.

The Commission can also choose to make revisions to the proposed Small Business Support Grant Phase 1 or direct the Executive Director not to proceed with the program.

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#### **BUDGET / FINANCIAL IMPACT**

Funds for this program are budgeted within the FY 2022-23 urban renewal budget for small business development. Funds are not to exceed \$200,000 for implementation of Phase 1 of this program.

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#### **PUBLIC INVOLVEMENT**

This proposed program was discussed at the March 21,2023 and the April 18,2023 meetings of the Gresham Redevelopment Commission.

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#### **NEXT STEPS**

With GRDC direction, staff will proceed with the administration of Phase 1 of the grant program.

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#### **ATTACHMENTS**

None.

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#### **FROM**

Brian Monberg, GRDC Executive Director

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#### **REVIEWED THROUGH**

Sharron Monohon, Budget and Finance Director  
Eric Schmidt, Assistant City Manager

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#### **FOR MORE INFORMATION**

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