

Commission Chair Travis Stovall
Commission Vice Chair Cathy Keathley Commissioner Jerry Hinton
Commission Acting Chair Kayla Brown Commissioner Sue Piazza
Commissioner Eddy Morales Commissioner Janine Gladfelter

Gresham Redevelopment Commission Business Meeting

**December 09, 2025
2:30 PM**

**Gresham Public Safety and Schools Building
Council Chambers
1333 NW Eastman Parkway, Gresham, Oregon**

Members of the public are welcome to attend this meeting in the Council Chambers.
This meeting will also be broadcast live at www.greshamoregon.gov/agendas and via Zoom.

Please use the link below to join the Zoom webinar:

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

Webinar ID: 878 9531 6107

Passcode: 4xERZB5sqX

Telephone: 253 215 8782

Passcode: 498 368 8933

PLEASE NOTE

Instructions for signing up for written or oral testimony are provided on this agenda under section B (1): Instructions to Citizens on Signing Up for Public Testimony Regarding Agenda and Non-Agenda Items.

A. Opening - 5 Minutes

- 1. Call to Order**
- 2. Roll Call**

B. Open Public Comment – 10 Minutes

1. Instructions to the Public

Written Testimony must be received by 3:00 p.m., Monday, December 8, 2025, via email to Johntae Ivory, Program Technician, at johntae.ivory@greshamoregon.gov

Oral Testimony: Persons wishing to provide oral testimony must register their request to Johntae Ivory, Program Technician, by calling 503-618-2473 or emailing johntae.ivory@greshamoregon.gov by 3:00p.m., Monday, December 8, 2025, 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.

2. Open Public Testimony

C. Consent Agenda – 5 Minutes

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. Gresham Redevelopment Commission Meeting Minutes

Move to approve minutes from the Gresham Redevelopment Commission meeting of November 18, 2025.

Urban Renewal

2. Resolution 56: Adopting Guidelines for the Rockwood-West Gresham Urban Renewal Area Storefront Improvement Grant Program

Move to approve Resolution No. 56 adopting guidelines for the Storefront Improvement Grant Program and directing the Executive Director to proceed with implementation.

Urban Renewal

3. Reappointments to the Gresham Redevelopment Commission Advisory Committee

Move to confirm the reappointments of Jennifer McMillan, Ibrahim Moustafa, and Gregory Schroeder to the Gresham Redevelopment Commission Advisory Committee.

Urban Renewal

D. Public Hearing

E. Commission Business

F. Commission Measures, Proposals and Announcements

G. Adjournment

Total Estimated Time: 20 Minutes



AGENDA ITEM TYPE: CONSENT

Gresham Redevelopment Commission Meeting Minutes

Meeting Date: December 9, 2025
Service Area: Urban Renewal

Staff Member: Johntae Ivory
Agenda Item Number: C-1

Requested Council Action and Suggested Motion:

Move to approve minutes from the Gresham Redevelopment Commission Meeting of November 18, 2025

Reviewed By:

Justin Douglas, GRDC Executive Director

Attachments:

GRDC Meeting Minutes

A. Opening

1. Call to Order

Chair Travis Stovall called the Gresham Redevelopment Commission (GRDC) meeting to order on Tuesday, November 18, 2025, at 2:32 P.M. via Conference Call +1 253 215 8782, Meeting ID 878 9531 6107 or <https://greshamoregon.zoom.us/j/87895316107>

2. Roll Call

COMMISSION PRESENT: Commission Chair Travis Stovall
Commissioner Kayla Brown
Commissioner Janine Gladfelter
Commissioner Jerry Hinton
Commissioner Cathy Keathley
Commissioner Sue Piazza

COMMISSION ABSENT: Commissioner Eddy Morales

STAFF PRESENT: Eric Schmidt, Gresham City Manager
Ellen Van Riper, Gresham City Attorney
Justin Douglas, GRDC Executive Director
Michael Gonzales, Urban Renewal Project Coordinator
Johntae Ivory, Recording Secretary

B. Open Public Comment - 10 Minutes

1. Instructions to the Public

Written Testimony must be received by 3:00 p.m. on Monday, November 17, 2025, via email to Johntae Ivory, Program Technician, at johntae.ivory@greshamoregon.gov
Oral Testimony: Persons wishing to provide oral testimony must register their request to Johntae Ivory, Program Technician, by calling 503-618-2473 or emailing johntae.ivory@greshamoregon.gov by 3:00 p.m. on November 17, 2025 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.

2. Open Public Testimony

Chair Travis Stovall read the instructions.

Johntae Ivory, Recording Secretary, reported that no citizens signed up to provide oral testimony or submitted written testimony.

C. Consent Agenda - 5 Minutes

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. Gresham Redevelopment Commission Meeting Minutes

Move to approve minutes from the Gresham Redevelopment Commission meeting of October 21, 2025.

Motion was made by **Commissioner Hinton** and seconded by **Commissioner Brown**.

APPROVE CONSENT AGENDA ITEMS C-1.

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

Commission Chair Travis Stovall	YES
Commissioner Kayla Brown	YES
Commissioner Cathy Keathley	YES
Commissioner Jerry Hinton	YES
Commissioner Sue Piazza	YES
Commissioner Janine Gladfelter	YES
Commissioner Eddy Morales	ABSENT

D. Public Hearing

E. Commission Business – 30 Minutes

1. Storefront Improvement Grant Program

Mr. Gonzales & Mr. Ivory gave the presentation.
PowerPoint presentation Exhibit A

Commissioner Piazza asked why sidewalk repairs were excluded from eligible improvements, noting that lifted sidewalks often caused by required street trees create tripping hazards and potential liability for businesses. She noted that sidewalk repairs can be financially burdensome for small businesses.

Mr. Gonzales explained that sidewalks and ADA improvements had previously been grouped together. Sidewalk repairs are often classified as code violations, which the program typically does not fund. ADA-related modifications, however, were intended to remain eligible.

Mr. Schmidt explained staff are seeking Commission direction on whether sidewalk repairs should be included, and said staff can make those changes.

Commissioner Piazza discussed the distinction between improvements intended to address slum and blight versus structural or operational issues. It was noted that sidewalks could reasonably fall into either category depending on interpretation.

Commissioner Hinton expressed strong support for the program, referring to recent success story involving a preschool redevelopment near the Catalyst Site. He stated that the program has proven effective at reducing slum and blight and improving corridor conditions. He supported including sidewalk repairs as eligible improvements

Commissioner Gladfelter supported adding sidewalk and ADA-related improvements, emphasizing the importance of accessibility and the community benefits of ensuring all residents can safely access businesses.

Commissioner Brown noted a contradiction between “signs and graphics” listed as eligible and “advertising” listed as ineligible. She recommended clarifying the ineligible “advertising” language to specify print materials, promotional collateral, or other non-permanent advertising, so that it is not confusing with permanent signage. She is in support of the program.

Vice Chair Keathley inquired about the source of the \$200,000 allocated to the program and whether other Urban Renewal Area commitments would be impacted.

Mr. Gonzales confirmed the funds are allocated within the Urban Renewal materials and services budget and are not diverted from capital improvement projects or the City's general fund.

Vice Chair Keathley also asked how many businesses could be served and whether the program is one-time or ongoing. She also raised concerns about maintaining code compliance expectations if sidewalk repairs (which can be code-related) are made eligible.

Mr. Gonzales stated:

- The program is budgeted for the current fiscal year.
- Up to 20 businesses may receive the maximum \$10,000 reimbursement, though smaller projects may stretch the total further.
- If successful, staff would recommend renewal in future fiscal years.
- Eligibility area was expanded from 235 to 312 businesses after removing boundary restrictions and including the full URA.
- Recognize the importance of sidewalk safety and the need to revise and to clarify the language.

Chair Stovall noted that similar programs have been implemented successfully multiple times, echoing Commissioner Hinton's comments. He expressed full support for these programs, including investments in sidewalks, highlighting their importance for community benefits, observed improvements, and pedestrian safety.

Mr. Gonzales raised a question regarding guidance and direction on potential tenant displacement. He noted that previous feedback raised concerns that improvements to a business's property could create situations where tenants might be displaced if lease rates were increased. He suggested considering an eligibility requirement that tenants have an active lease of 2–3 years to mitigate this risk.

Several commissioners expressed they were not in favor of adding a requirement for longer-term leases. They noted:

- Lease increases are likely as the corridor improves, independent of grant funding.
- Improved conditions may ultimately benefit tenants and businesses.
- Limiting property owners could discourage needed improvements.
- Market conditions, not the grant program, primarily drive lease rates

1. **Capital Improvement Forecast**

Justin Douglas gave the presentation.
PowerPoint presentation Exhibit A

Commissioner Gladfelter raised questions about the apartment rehabilitation program, emphasizing the need to distinguish between owners neglecting properties for profit and those seeking genuine improvements.

Mr. Douglas highlighted focusing on safety, visibility, and livability for residents, referencing existing property maintenance codes and other standards.

Mr. Schmidt referenced existing property maintenance codes and rental housing inspection programs, suggesting these could guide rehabilitation efforts, particularly emphasizing fire life safety and routine property upkeep. He proposed incorporating standards such as lighting, visibility, and safety measures (SEPTED standards) into urban renewal efforts for apartment complexes in Rockwood.

Commissioner Hinton asked about the available funding.

Mr. Douglas note a potential \$5 million over fiscal years 2026-27, and 2027-28.

Commissioner Hinton expressed support for proposals focused on homeowner repair and improvements that address slum and blight, particularly for individuals unable to maintain their homes due to disability, age, or other challenges. He highlighted the importance of maximizing impact, favoring smaller, targeted interventions over large-scale acquisitions or developments that may not provide immediate returns. He supported programs that raise property values and quality of life for current homeowners while noting the challenges of providing affordable housing in the current market.

Mr. Schmidt offered context regarding staff suggestions for homeowner repair programs, noting the existing Mend a Home and Adapt a Home programs funded through HUD. He highlighted the potential for additional funding to cover mechanical, accessibility, or ADA-related improvements and emphasized exploring short-term and long-term strategies for supporting homeownership. He also raised the possibility of vertical homeownership solutions, such as condominiums, as an option to encourage new housing in areas where single-family infill is expensive.

Chair Stovall emphasized exploring innovative housing solutions, including ADUs, tiny homes, and cottage clusters, to improve affordability and housing options in Rockwood. He highlighted challenges with high land and construction costs, the need for creative approaches to support homeownership, and the importance of leveraging existing resources to encourage reinvestment in current properties. He stressed the value of aesthetic and livability improvements while considering long-term affordability and community benefit.

Commissioner Brown focused on homeowner repair programs and supporting existing housing stock rather than new acquisitions. She emphasized the potential of ADU grants on larger lots to address multi-generational living and increase housing availability. Brown expressed caution about high construction costs and preferred solutions that improve quality of life for current residents, such as apartment rehabilitation and targeted homeowner support, rather than purchasing additional properties.

Commissioner Piazza expressed support for ADU development on larger lots in Rockwood to increase housing options without building new apartments. She emphasized making housing more affordable despite high fees and land costs, and highlighted the importance of improving property values through homeowner repair programs. She also noted concerns about nonprofit-owned land limiting property tax revenue and stressed focusing on practical, feasible solutions for homeownership and apartment rehabilitation.

Mr. Schmidt suggested exploring programs to support ADU development, including reviewing city fees, permits, and system charges. He also mentioned the possibility of allocating funds to assist with ADU design, though not full construction costs. Additionally, he emphasized supporting existing property owners to reinvest in their properties, considering improvements like remodeled kitchens or additional bathrooms, and how such investments could increase property value and benefit the community.

Chair Stovall emphasized the importance of exploring innovative approaches and leveraging city resources to support development while ensuring investments provide long-term value. He supported homeowner repair programs and ADUs as ways to improve quality of life and property values.

Mr. Douglas thanked the Chair and Commissioners, noting the discussion was very helpful and that there is follow-up work to do. He highlighted that construction costs are a real challenge for new projects but suggested that the city, as a public entity, could use tools such as property value discounts or direct investments, like the \$5 million in the CIP, to make projects more feasible. He proposed exploring interest from the development community for vertical homeownership products in the area. He acknowledge the strong demand in Gresham's multifamily market, pointing out that new developments attracted existing families seeking better housing. He emphasized that the main challenge is promoting homeownership versus rental. He concluded that the city will further explore the ADU concept and homeowner repair programs and plans to return in a month or two with additional proposals for consideration.

F. Commission Measures, Proposals and Announcement

G. Adjournment

Hearing no further business, **Chair Stovall** adjourned the meeting at **3:46 p.m.**

Travis Stovall,
Chair

Prepared by:

Johntae Ivory
City Recorder



AGENDA ITEM TYPE: CONSENT

Resolution 56 Adopting Guidelines for the Rockwood-West Gresham Urban Renewal Area Storefront Improvement Grant Program

Meeting Date: December 9, 2025
Service Area: Urban Renewal

Staff Member: Michael Gonzales
Agenda Item Number: C-2

Requested Council Action and Suggested Motion:

Move to approve Resolution No. 56 adopting guidelines for the Storefront Improvement Grant Program and directing the Executive Director to proceed with implementation.

Public Purpose, Community Outcome, and Strategic Plan Alignment:

The public purpose is to provide resources to help commercial property and business owners improve the appearance and operation of their buildings. Storefront improvement grants will fund improvements to the exterior façades of eligible commercial buildings within the Rockwood-West Gresham Urban Renewal Area (URA). Owners of buildings and tenants of eligible buildings may apply for matching funds up to \$10,000 per business, which are paid to the Grantee after the agreed-upon improvements are completed and paid for by the grantee. The intent is to support projects that enhance property values, improve safety perception, increase neighborhood vibrancy and stimulate economic development.

Background:

The Storefront Improvement Grant Program was previously established in January 2005 to improve the commercial vitality and appearance of Rockwood street-facing commercial properties. The previous grant program was administered for seven years and provided significant enhancements to grantees. The program also incentivized further private investment in the district. With the successful 2022 ballot measure which extended the Urban Renewal Program to the year 2029, there is an opportunity to invest funds to support business development.

Over the past year, staff has been reviewing best practices for storefront grant programs and drafted a framework for an updated 2026 grant program to provide funds to support enhancements to business and property owners within the district. Staff presented the proposed Storefront Improvement Grant Program during a work session with the GRDC on November 18, 2025. The proposal incorporated staff's review of best practices for storefront grant programs, including other programs from similar sized cities in our region. The attached Storefront Improvement Grant Program is reflective of the Rockwood-West Gresham Renewal Plan, previous GRDC administered grant programs, current best practices, and GRDC feedback. The current proposal is also reflective of current business conditions, as many businesses are impacted by current economic conditions and challenges.

Recommendation and Alternatives:

Staff recommends the GRDC move to approve Resolution No. 56 adopting guidelines for the Rockwood-West Gresham Urban Renewal Area Storefront Improvement Grant Program and direct the Executive Director to proceed with implementation.

Alternatively, the GRDC can direct staff not to proceed with the grant program.

Budget/Financial Impact:

Funds for this matching grant program are budgeted within the fiscal year (FY) 2025-26 urban renewal budget for business grant programs. Funds are not to exceed \$200,000 for implementation this fiscal year. Staff intends to seek GRDC reauthorization of the program for future years, once staff have a chance to see how well subscribed it is, and/or any changes to increase participation.

Public Involvement:

The proposed Storefront Improvement Grant Program was presented to the Gresham Redevelopment Commission Advisory Committee on November 12, 2025, for review and feedback. With approval to proceed with the matching grant program, staff will finalize the grant agreement, promote the grant program, and send a mailer to eligible businesses within the district.

Next Steps:

With GRDC direction, staff will proceed with the administration of the Storefront Improvement Program.

Attachments:

- A. Resolution 56
- B. Exhibit A Storefront Guidelines

Reviewed through:

Justin Douglas, GRDC Executive Director

Elizabeth McCann, Budget and Finance Director

Ellen VanRiper, City Attorney

Eric Schmidt, City Manager



Rockwood Storefront Improvement Grant Program Guidelines

1. Program Overview

The Rockwood-West Gresham Urban Renewal Area Storefront Improvement Grant Program (Storefront Grant) is administered by the Gresham Redevelopment Commission (GRDC). This program provides financial assistance to commercial property and business owners seeking to repair or update their storefront façade within the Rockwood-West Gresham Urban Renewal Area (URA). The intent is to support projects that enhance property values, improve safety perception, increase neighborhood vibrancy, and stimulate economic development.

2. Eligibility

Eligible Storefront Grant applicants include commercial property owners and businesses with written authorization from the property owner. Applicants must operate within the URA boundaries. Businesses must be for-profit, have 50 or fewer employees, and priority will be given to businesses who are actively serving customers.

Properties with delinquent property taxes, liens, or outstanding City of Gresham (City) code violations will not be considered, unless corrective actions have been taken to resolve outstanding issues.

3. Funding and Grant Amounts

Total Program Budget: \$200,000 (fiscal year 2025-26)

Grant Reimbursement Amounts: Up to \$10,000 in matching grants per business for eligible improvements. The total project cost needs to be at least \$2,000. The matching grant amount will be calculated at 50% of the total project cost, with the grant amount not to exceed \$10,000.

4. Eligible Improvements

- Exterior painting
- Siding replacement
- Windows and door replacement
- New cornices, gutters, and downspouts
- Permanent fixed signs
- Exterior lighting
- Canopies and awnings (durable and high-quality materials only)
- Landscaping, fencing, bike racks, and interior window display lighting (if part of exterior work)
- Stand-alone ADA improvements
- Sidewalks

5. Ineligible Improvements

- Roofs
- Structural foundations
- Billboards
- Security systems
- Non-permanent fixtures
- Interior window coverings
- Personal property or equipment
- Security bars
- Razor/barbed wire fencing
- Paving
- Advertising/Graphics
- Interior-only modifications

6. Application and Review Process

1. Application Submission – Application Submission – Applications are accepted on a rolling basis.
2. Application Review – GRDC staff evaluates eligibility and project scope.
3. Site Visit – Staff meets with business/property owner on-site to review the proposed improvements, confirm eligibility, answer questions, and advise on the process needed to complete the work for reimbursement.
4. Grant Agreement / Contract – Issued upon approval, detailing funding amount, terms, project scope, and bid proposal from contractor.

7. General Conditions

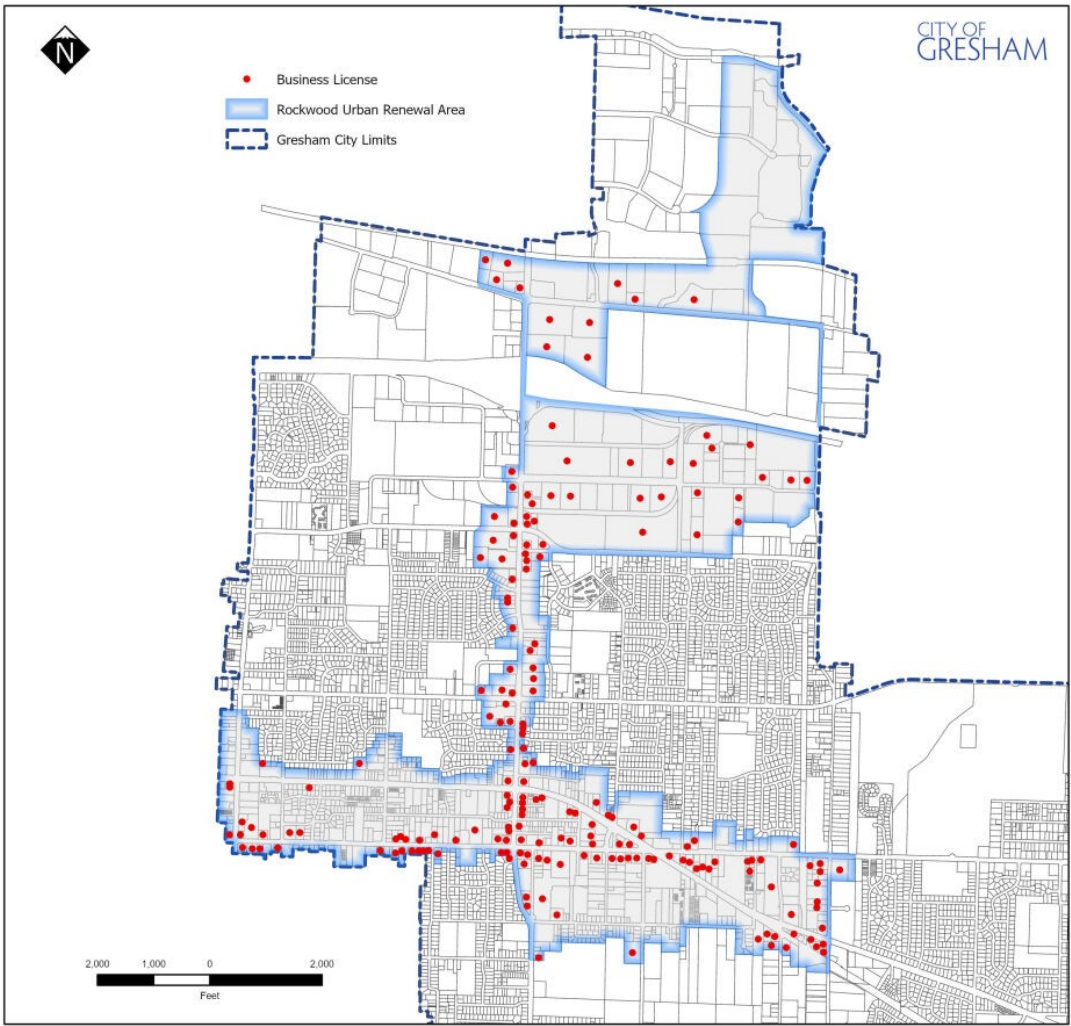
- Applicant must have a current City of Gresham business license.
- Only bids from contractors licensed within the State of Oregon will be accepted.
- The State of Oregon COBID website offers a directory of certified firms at: <https://www.oregon.gov/biz/programs/cobid/pages/default.aspx>
- All construction contracts are between the Grantee and the contractor(s).
- Proof of property insurance is required before grant is approved.
- Businesses will display GRDC promotional signage for at least one year following the completion of the work.
- The GRDC reserves the right to publicize completed projects.
- Reimbursements are issued only after all required documentation and approvals are completed.
- The Grantee is responsible for hiring qualified professionals to carry out the grant-funded work.
- Work must be completed by contractors licensed within the State of Oregon. A Grantee must make a good faith effort to hire local contractors.



- The City encourages purchasing from local businesses whenever possible. For more information regarding the City definition of 'local', contact GRDC staff.
- Grantees are responsible for obtaining necessary regulatory approvals, including City building and development permits.
- All work must comply with City, state, and federal regulations.

8. Administrative and Procurement Notes

- Procurement Oversight: GRDC staff will approve grants directly. Bidding is not required.
- Disbursement of Grant Funds: Once all the contracted work has been completed, the Grantee will submit copies of receipts showing proof of payment and a Release of Lien from all contractors that completed eligible work.
- All receipts must be submitted to GRDC staff within 120 days from the commencement of construction.
- Reimbursement Conditions:
 - Work must not begin before contract is executed.
 - GRDC staff must review work for compliance.
 - Proof of payment and lien release are required.
 - All regulatory and building permits must be obtained.
 - Delinquent taxes or code violations must be resolved prior to reimbursement.





AGENDA ITEM TYPE: CONSENT

Reappointments to the Gresham Redevelopment Commission Advisory Committee

Meeting Date: December 9, 2025
Service Area: Urban Renewal

Staff Member: Johntae Ivory
Agenda Item Number: C-3

Requested Council Action and Suggested Motion:

Move to confirm the reappointments of Jennifer McMillan, Ibrahim Moustafa, and Gregory Schroeder.

Public Purpose, Community Outcome, and Strategic Plan Alignment:

The purpose of the Gresham Redevelopment Commission Advisory Committee (GRDCAC) is to advise the Gresham Redevelopment Commission (GRDC) on implementation of Urban Renewal plans, including, but not limited to: a) The timing, final design, and funding for projects and activities listed in the Rockwood-West Gresham Renewal Plan (Plan); b) The annual or period work plans related to implementation of the Plan; c) Minor or major amendments to the Plan; d) The sponsoring of public events and other activities to gather input and communicate with the community regarding the Plan; and e) Serve as the seven appointed citizen members of the GRDC Budget Committee.

Background:

The GRDCAC consists of seven members who must be electors residing within the City of Gresham. All members are appointed at large. The term of appointment is for a period of three years coinciding with the fiscal year, July 1 through June 30. Terms shall be adjusted to provide for transition or regular turnover of members, so that, as near as practicable, one-third of the terms end each year. The GRDC Executive Director is recommending their reappointment to serve additional three-years (2nd term) ending June 30, 2028.

Recommendation and Alternatives:

GRDC Chair Travis Stovall is recommending the reappointments of Jennifer McMillan, Ibrahim Moustafa, and Gregory Schroeder.

Budget/Financial Impact:

None

Public Involvement:

Applications for service on the GRDCAC are solicited through the City's Website and social media pages, in the City's printed and electronic newsletters, and through local media outlets.

Attachments:

None (Volunteer applications are on file in the Urban Renewal Department)

Reviewed Through:

Justin Douglas, GRDC Executive Director