



ADVISORY COMMITTEE

Celso Naranjo, Chair
Ibrahim Moustafa, Vice Chair
Leslie Garth
Jack Hollis
Jennifer McMillan
Gregory Schroeder
Kayla Brown, Commission Acting Chair and Commission Liaison

**November 12, 2025
6:00 P.M.**

Gresham Redevelopment Commission Advisory Committee Meeting

The Gresham Redevelopment Commission Advisory Committee currently holds their meetings virtually via Zoom, an online meeting platform.

Zoom Access Link and Call-in Numbers to join the meeting

Click the link below to join the webinar:

<https://greshamoregon.zoom.us/j/83106272675?pwd=YWQwVWN4NUs2WWRVVktNTNTI0L1RKUT09>

Passcode: aZM2TU11h7

Or One tap mobile:

US: +12532158782,,83106272675#,,, *4632237382

Or Telephone:

Dial: US: +1 253 215 8782

Webinar ID: 831 0627 2675

Passcode: 4632237382

PLEASE NOTE

Instructions for signing up for written or oral testimony are provided on this agenda under Item 3.

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

Persons who plan to attend this meeting and desire translation services for this meeting must notify Johntae Ivory, Program Technician, by calling 503-618-2473 or emailing 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.

**GRESHAM REDEVELOPMENT COMMISSION ADVISORY COMMITTEE AGENDA
NOVEMBER 12, 2025 – PAGE 2**

- A. 6:00 CALL TO ORDER BY PRESIDING OFFICER
1. 6:01 ROLL CALL
2. 6:03 ANNOUNCEMENTS
3. 6:08 INSTRUCTIONS TO CITIZENS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS:

Written Testimony must be received by 6:00 p.m. one (1) business day before the meeting via email to Johntae Ivory, Program Technician, at Johntae.ivory@greshamoregon.gov.

Oral Testimony: If you plan to provide Oral public testimony, you must register your name, email address, phone number, and subject matter, one (1) business day before the meeting via email to Johntae Ivory, Program Technician, at Johntae.ivory@greshamoregon.gov.

4. 6:10 PUBLIC COMMENT
5. 6:15 **STOREFRONT IMPROVEMENT GRANT PROGRAM**
Johntae Ivory, Urban Renewal, Program Technician
Staff will provide an update on a new Storefront Improvement Grant Program
Committee Action: Discussion
6. 6:55 **MEETING MINUTES: July 9, 2025**
Committee Action: Decision
7. 7:00 GOOD OF THE ORDER
- B. 7:10 ADJOURNMENT OF MEETING

MEETING SCHEDULE (Subject to Change)	
GRESHAM REDEVELOPMENT COMMISSION <u>Meeting Schedule</u> Meets as needed on the third Tuesday of the month at 2:30 p.m.	GRESHAM REDEVELOPMENT COMMISSION <u>ADVISORY COMMITTEE</u> <u>Meeting Schedule</u> Meets as needed on the second Wednesday of the month at 6:00 p.m.

**GRESHAM REDEVELOPMENT COMMISSION ADVISORY COMMITTEE (GRDCAC)
JULY 9, 2025 MEETING MINUTES**

MEETING LOCATION

Online meeting via Zoom Conference Call US: +12532158782, Webinar ID 831 0627 2675, or <https://greshamoregon.zoom.us/j/83106272675>.

COMMITTEE PRESENT: Marissa Clarke
Jack Hollis, Chair
Jennifer McMillan
Ibrahim Moustafa
Celso Naranjo
Gregory Schroeder

COMMITTEE ABSENT: Leslie Garth

COMMISSION
LIAISON PRESENT: None

STAFF PRESENT: Justin Douglas, Urban Renewal Director
Michael Gonzales, Urban Renewal Project Coordinator
Johntae Ivory, Program Technician, Recording Secretary

A. CALL TO ORDER

Chair Jack Hollis called the meeting to order at **6:05 P.M.**

1. ROLL CALL

Chair Hollis called the roll.

2. ANNOUNCEMENTS

Chair Hollis

3. INSTRUCTIONS TO CITIZENS FOR TESTIFYING ON AGENDA AND NON-AGENDA ITEMS

Chair Hollis read the instructions.

4. PUBLIC COMMENT

None

5. ELECTION OF OFFICERS

Chair Hollis explained that the bylaws state that the election of officers happens annually in July. As he explained, **Mr. Naranjo** is not eligible for Vice Chair but is eligible for Chair. Mr. Hollis is eligible to serve as Vice Chair but not Chair. All the remaining committee members are eligible to both Chair and Vice Chair.

Election of Chair

Mr. Moustafa nominated **Celso Naranjo**.

There were no additional nominations.

Chair Hollis called for the vote.

The election of **Celso Naranjo** to serve as Chair of the GRDCAC passed as follows:

Marissa Clarke	YES
Jack Hollis	YES
Jennifer McMillan	YES
Ibrahim Moustafa	YES
Celso Naranjo	YES
Gregory Schroeder	YES
Leslie Garth	ABSENT

Election of Vice Chair

Marissa Clarke nominated **Ibrahim Moustafa**.

There were no additional nominations.

Chair Naranjo called for the vote.

The election of **Ibrahim Moustafa** to serve as Vice Chair of the GRDCAC passed as follows:

Marissa Clarke	YES
Jack Hollis	YES
Jennifer McMillan	YES
Ibrahim Moustafa	YES
Celso Naranjo	YES
Gregory Schroeder	YES
Leslie Garth	ABSENT

6. URBAN RENEWAL UPDATES & FISCAL YEAR 2025-26 DRAFT SCHEDULE

Justin Douglas gave the presentation.

Mr. Moustafa asked if the City owns the buildings next to the former Lydia's Restaurant.

Mr. Douglas acknowledged the Gresham Redevelopment Commission (GRDC) does own the properties next door from Lydia's restaurant, as well as the woodshop that is close by.

Mr. Moustafa asked about the Yamhill Corridor project and if there was an impact study to understand traffic and parking for the residents living along that street.

Mr. Douglas said he will follow up to see if an impact study has been done by the city.

Mr. Moustafa talked about how that area is one of the most densely populated stretches in the county and explained some of the public safety concerns. He would like to see a safety impact study done to understand the area better. He believes a neighborhood meeting with the community would be helpful to understand their concerns and to make sure their voices are heard.

Mr. Hollis asked if staff could provide some traffic experts about the conflict between cars and bike traffic to hear both sides of the advocacy and bring a recommendation to the council.

Chair Naranjo suggested we keep as many parking spaces as we can with the Yamhill project. He asked for an update on the vacant office space at 18428 E Burnside St.

Mr. Douglas said there have been discussions with a Martial Arts studio and recently with a halal market.

Mr. Hollis asked about a long-term plan regarding the other properties the GRDC owns.

Mr. Douglas is reevaluating the current properties with a sense of urgency to with the intent of a disposition strategy for the remaining years in the Rockwood-West Gresham Urban Renewal plan.

Chair Naranjo suggested a community parking lot if at the end with no solution or enough funds are available for redevelopment.

Mr. Hollis talked about other possible ideas like paved areas for food trucks or events.

7. MEETING MINUTES:

Chair Naranjo announced that it's time to approve the minutes of **MAY 7, 2025**. Members who were not in attendance at the meetings being voted on should abstain from voting on those minutes. Additionally, for each meeting being voted on, a majority of members in attendance at that meeting must be in attendance tonight in order to be able to take a vote on those minutes or the vote will be tabled to the next meeting. Therefore, we will vote on the minutes for each meeting separately.

MAY 7, 2025 MINUTES

Motion was made by **Jack Hollis** and seconded by **Ibrahim Mustafa TO APPROVE THE MINUTES OF May 7, 2025**, the motion passed as follows:

Marissa Clarke	YES
Jennifer McMillian	YES
Celso Naranjo	YES
Ibrahim Moustafa	YES
Jack Hollis	YES
Gregory Schroeder	YES

8. GOOD TO THE ORDER:

Mr. Ivory thanked Mr. Hollis for his leadership with the advisory committee over the last couple of years. He also thanked **Chair Naranjo** for his dedication and his role with the committee. **Mr. Ivory** thanks **Mr. Douglas** for the stability and the new ideas he's been bringing in. He's excited about the future for everyone.

B. ADJOURNMENT OF MEETING

Hearing no further business, **Chair Hollis** adjourned the meeting at **6:45 P.M.**

Respectfully submitted,

/s/ Johntae Ivory

Johntae Ivory
Recording Secretary

Rockwood-West Gresham Urban Renewal Area Storefront Reimbursement Grant Program Guidelines

1. Program Overview

The Rockwood-West Gresham Urban Renewal Area Storefront Reimbursement 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
- Signs and graphics
- 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)
- Sidewalks and stand-alone ADA improvements

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 or interior-only modifications

6. Application and Review Process

1. Application Submission – Applications are accepted year-round on a first-come, first-served 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.