

**AGENDA****VENETA BUSINESS ASSISTANCE COMMITTEE MEETING**

Friday, April 28, 2023 – 9:00 a.m.

Veneta City Hall – J.W. “Bill” Smigley Room

88184 8th Street, Veneta, Oregon

City of Veneta Public Meetings can be accessed via teleconference. To listen to, or participate in this meeting, call 541-953-2192 (Participant Code 793738). To submit public comments electronically, email comments to [GJelks@ci.veneta.or.us](mailto:GJelks@ci.veneta.or.us) by 4:00 p.m. the day before the meeting. All public comments must include your name and address.

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1. CALL TO ORDER
  
  2. PUBLIC COMMENTS  
Speakers will be limited to 3 minutes each. The Business Assistance Committee will not engage in any discussion or make any decisions based on public comment at this time; however, they may take comments under advisement for discussion and action at a future Business Assistance Committee meeting.
  
  3. ADMINISTRATIVE
    - a. Approve Minutes of the February 24, 2023 Minutes (pgs. 1-2)
  
  4. EXECUTIVE SESSION
    - a. Four (4) Rescue Veneta Grant Program Applications
  
  5. RETURN TO REGULAR SESSION
  
  6. EXECUTIVE SESSION – ORS 192.660(2)(f)
    - a. Negotiations for Real Property
  
  7. RETURN TO REGULAR SESSION

Veneta Business Assistance Committee Meeting  
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8. NEW BUSINESS
  - a. Closing the Rescue Veneta Grant Program
  
9. OTHER
  
10. OPEN DISCUSSION
  
11. NEXT MEETING – May 26, 2023 at 9:00 a.m.
  
12. ADJOURN

**MINUTES**  
**VENETA BUSINESS ASSISTANCE COMMITTEE**  
**Friday, February 24 2023 – 9:00 A.M.**  
**Veneta Administrative Center, 88184 8<sup>th</sup> Street, Veneta OR**

**ATTENDEES:** CHAIR MCKENZIE GIBSON; MEMBER MAUREEN WRIGHT (telephonically); MEMBER LARISSA MAYFIELD; MEMBER GINA HALEY-MORRELL; MEMBER BRITTANY LEHMAN

**ABSENT:** NONE.

**CITY STAFF:** MATT MICHEL (CITY ADMINISTRATOR); COLE HASELIP (MANAGEMENT ANALYST)

9:01    **I.    CALL TO ORDER**

- Chair Gibson called the meeting to order at 9:01 a.m.

9:01    **II.    PUBLIC COMMENT**

- a. Speakers will be limited to 3 minutes each.
- None.

9:02    **III.    ADMINISTRATIVE**

- Member Haley-Morrell made a **motion to approve the minutes from January 27, 2023, as presented.** Member Wright seconded the motion, which passed unanimously.

**IV.    Signage Grant Application**

Grateful Graffix Signage Grant Application

MA Haselip presented the grant application. Discussion occurred.

Member Mayfield made a **motion to recommend that the Urban Renewal Agency award a signage grant to Grateful Graffix, as presented.** Member Wright seconded the motion, which passed unanimously.

9:08    **V.    EXECUTIVE SESSION – ORS 192.660 (2)(f)**

- MA Haselip read the Executive Session instructions and requested that certain staff and the public leave the room. Members of the news media were invited to stay.
- The Veneta Business Assistance Committee entered Executive Session at 9:08 a.m.
- The Veneta Business Committee reconvened from Executive Session at 9:20 a.m., no action having been taken.

9:20    **VI.    RETURN TO REGULAR SESSION**

- Chair Gibson made a **motion to recommend that the Veneta City Council award a Tier 2 Rescue Veneta grant to A Link to the Past; and to direct staff to request Renee Samone Beauty to resubmit their application with**

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**completed paperwork.** Member Mayfield seconded the motion, which passed unanimously.

9:21 **VII. NEW BUSINESS**

- SDC Fee Reduction Application: Iron Clad Boat & RV Storage  
MA Haselip presented the application. **Discussion occurred.**  
Member **Mayfield made a motion to recommend that the Urban Renewal Agency Board approve Ironclad Boat & RV Storage’s SDC fee reduction application, as presented.** Member Haley-Morrell seconded the motion, which passed unanimously.

9:30 **VIII. OTHER**

- a. Open Discussion
  - Rescue Veneta Grants Program lifecycle  
MA Haselip discussed bringing the program to an end. Staff proposes using funds for a community identity project, a project that is a recommendation from the recent Business Retention and Expansion survey. MA Haselip will bring a recommendation forward to a future meeting
  - Business Retention & Expansion event on March 9<sup>th</sup> 6 p.m. at the Fern Ridge Service Center.
  - Joint City Council, Economic Development Committee, and Business Advisory Committee work session next Monday, February 27<sup>th</sup> at 5 p.m. Dinner will be available.
  - Chair Gibson asked for an update on the Attic property negotiations. MA Haselip shared that the City Council authorized staff to enter into an exclusive negotiation agreement with the Smith Family. He’s currently working with them on that agreement.

9:37 **IX. NEXT MEETING**

- a. March 24, 2023 at 9:00 a.m.
  - This meeting will be in-person at the Veneta Administrative Center.

9:37 **X. ADJOURN**

Chair Gibson adjourned the meeting at 9:37 a.m.

Approved:

ATTEST:

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McKenzie Gibson, Chair

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Cole Haselip, Management Analyst

# VENETA BUSINESS ASSISTANCE COMMITTEE AGENDA ITEM SUMMARY

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## TITLE/TOPIC: Closing the Rescue Veneta Grants Program

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Meeting Date: April 28, 2023  
Department: Economic Development

Staff Contact: Cole Haselip  
Email: chaselip@ci.veneta.or.us  
Telephone Number: 541-935-2191

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### ISSUE STATEMENT

Should the Business Assistance Committee recommended that the Veneta City Council close the Rescue Veneta Grants Program?

### BACKGROUND

The Veneta City Council passed Resolution No. 1345 on January 10, 2022 to create the Rescue Veneta Grant Program. This American Rescue Plan Act (ARPA) funded program offers up to \$2,500 to businesses that suffered from the negative economic impacts of the COVID-19 pandemic. The RVGP has successfully awarded approximately \$20,000 in grants through February 2023.

These grants have been used by businesses to help them recover from the pandemic by purchasing business materials, paying rent and utility bills for their business, and advertising their business to others. Over the course of the last year, staff has mailed postcards to every house in Veneta, created several Facebook posts, published multiple newsletter articles, and used our partner organizations (Chamber of Commerce and RAIN Catalysts) to help advertise the program. Over a year after having begun the program, staff recommends closing the program.

Upon closing the program, the City will no longer accept applications from members of the public. All applications that are not approved prior to the closure of the program, will not be eligible for an award. Staff recommends using some of the remaining funds from the \$100,000 budgeted for the Rescue Veneta Grants Program to support the implementation of an identity study and other action items identified in the City's most recent Business Retention and Expansion Report.

### BUSINESS ASSISTANCE COMMITTEE OPTIONS

1. Recommend that the Veneta City Council close the Rescue Veneta Grants Program.
2. Do not recommend that the Veneta City Council close the Rescue Veneta Grants Program.

### RELATED DOCUMENTS

None.

### RELATED CITY POLICIES

None.

**STAFF RECOMMENDATION**

“Recommend that the Veneta City Council close the Rescue Veneta Grants Program”

**SUGGESTED MOTION**

“I make a motion to close the Rescue Veneta Grants Program.”

**ATTACHMENTS**

None.