



MINUTES
ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
April 10, 2014

PRESENT:

Dean Hurford, Chair
Jeff Anderson
Henry Pelfrey
George Lingelbach
Ted Tosterud, Council Liaison
Dan Kreamier, Council Liaison

ABSENT:

Brenda Ziegler
Jeff Townsend
Renaye Delano

STAFF:

Samantha Nelson, City Administrator
Allan Berry, Public Works Director
Devree Leymaster, City Recorder

1. CALL TO ORDER:

Chair Hurford called the meeting to order at 5:15 p.m.

2. ROLL CALL

Chair Hurford identified who was present and noted Brenda Ziegler and Jeff Townsend were absent. Their absences were excused by Chair Hurford.

3. REVIEW AND ADOPT MINUTES – March 20, 2014

Chair Hurford asked the committee if they had any comments on the March meeting minutes. Committee Member Anderson moved to approve the minutes and Committee Member Lingelbach seconded. The motion passed unanimously.

4. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS

None.

5. REVIEW COUNCIL APPOINTED ADVISORY COMMITTEE PROCEDURES

City Administrator Nelson briefed EDAC on the newly adopted code language and rules pertaining to Council appointed advisory committees. Items reviewed included term limits, absence policy, definition of a quorum, role of the Council liaison and staff, duties of the Chair, suggested order and conduct of business, ethics code, etc.

Chair Hurford inquired about EDAC approaching other cities regarding economic development. City Administrator Nelson replied if reaching out to the other cities is part of the collaborative work plan then the approval to do so is inherent, so long as public meeting law and quorum standards are followed. The Council liaison(s) can assist in the process.

Councilor Kreamier remarked at the 3 Cities Meeting, Mayor Weatherby recommended EDAC work with the Cities of Wood Village and Troutdale to create their own EDAC. Council supports EDAC speaking publicly regarding economic development on behalf of the City.

City Administrator Nelson proposed EDAC present their plan at a Council meeting to get direction and approval for EDAC moving forward. The next Council meeting is May 7. Chair Hurford agreed; Council support is instrumental in the two cities creating an EDAC. Councilor Kreamier proposed the initial piece of the Halsey St. Corridor Policy also be reviewed.

The Committee discussed logistics for joint EDAC meetings that would need to be considered i.e. location of meetings, use of staff members – from which city, etc.

Chair Hurford clarified two EDAC members can participate in joint meetings/discussions. City Administrator Nelson replied yes. A two member task force is not officially recognized by Council and has no authority; minutes are not required. The task force can begin flushing out ideas and report to the whole committee.

6. WATER BOND DEBT RETIREMENT UPDATE

Council Liaison Kreamier reported the Council voted unanimously to retire the debt of the 2004 Water Bond.

7. DISCUSS ANNUAL GOAL(S)

Item deferred due to time.

8. DISCUSS ENTREPRENEUR PROPOSAL PRESENTED BY FRIENDS OF FAIRVIEW

Chair Hurford summarized the request by the Friends of Fairview (FOF) for EDAC to host, or be a part of, an entrepreneur program as part of the Fairview on the Green event. Chair Hurford remarked he thought the concept was good but given time constraints it would be difficult to participate. Committee Member Lingelbach agreed.

Committee Member Anderson remarked he thought the FOF presentations was unclear as to who would be in charge. Chair Hurford replied he felt the request was clear that EDAC be the primary lead to create and implement the program and contest.

Committee Member Pelfrey inquired what the intent of the program is. Chair Hurford responded youth would participate in the entrepreneur program and the FOF would give up to four booths at the Fairview on the Green event to showcase their product or service. EDAC participation would be to offer the youth time, leadership and mentorship.

The Committee agreed they liked the concept, but the program was beyond EDAC's role and time commitment.

Committee Member Anderson moved to deny the request for EDAC to host an entrepreneur program and Committee Member Pelfrey seconded. The motion passed unanimously.

9. HALSEY STREET CORRIDOR PROJECT

Item deferred to next meeting.

10. CITY STAFF UPDATES

Public Works Director Allan Berry reported candidate interviews for the vacant Development Analyst position are scheduled early next week. This position will focus on long range planning and economic development. They will also be the staff representative for EDAC. This position was recently vacated by Erika Fitzgerald, who accepted an economic development position at the City of Gresham.

Director Berry remarked on his participation in the CAF mock interviews; commenting it is a great program. The Public Works Dept. intends to have two CAF interns this summer.

Councilor Kreamier commented on the Cascade Academy Foundation (CAF) and The Center for Advanced Learning (CAL). The CAL offers Health Science, Engineering, Business and IT programs. CAL's participation with CAF provides a great opportunity for student internships. The hope is to include the ACE Academy in the CAF internship program, as well. The CAF internship programs are a great way to connect students to business and provide real work experience. Participants are good students who want to be in the program.

Director Berry noted the next Mayor's Business Roundtable is Thursday, April 24.

Committee Member Anderson inquired when the results from the Business Survey would be available. Director Berry replied the data needs to be compiled and should be ready for review at the next meeting.

11. NEW BUSINESS

The Committee discussed the TriMet renewal in 2015. Chair Hurford noted Sandy, OR successfully implemented their own bus system and proposed seeking information from them. EDAC could assist Council by providing plan options and opening the discussion.

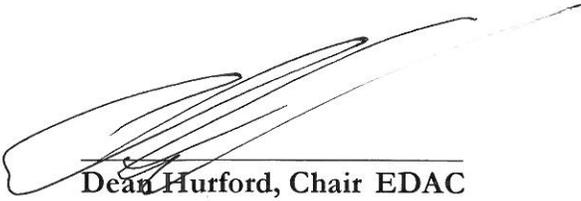
Councilor Kreamier reported the Cascade Policy Institute recently made a presentation at a City Council meeting outlining TriMet's financial challenges and the success of the Sandy program (less cost, better service). Other cities i.e. Lake Oswego are also considering opting out. A TriMet representative spoke at the last Mayor's Business Roundtable. Recommendation was to look at ridership and from a business point a view, the lack of access north of Sandy Blvd.

12. TENTATIVE AGENDA ITEMS – May 8, 2014

- Review Business Survey Results
- Halsey St. Corridor Project Update

10. ADJOURNMENT

Chair Hurford adjourned the meeting at 6:40 p.m.



Dean Hurford, Chair EDAC

9/11/14

Date



Devree Leymaster
City Recorder

9/16/14

Date