



MINUTES  
ECONOMIC DEVELOPMENT ADVISORY  
COMMITTEE (EDAC) MEETING  
1300 NE Village Street  
Fairview, OR 97024  
October 16, 2014

**PRESENT:**

Dean Hurford, Chair  
Henry Pelfrey  
Brenda Ziegler  
Renaye Delano  
Jeff Townsend  
Ted Tosterud, Council Liaison  
Dan Kreamier, Council Liaison  
George Lingelbach  
Jeff Anderson

**ABSENT:**

**STAFF:**

Erika Palmer, Development Analyst

**PUBLIC:**

Keith Kudrna  
Brian Cooper

**1. CALL TO ORDER:**

Chair Hurford called the meeting to order at 5:20 p.m.

**2. ROLL CALL**

Chair Hurford identified who was present by roll call.

**3. REVIEW AND ADOPT MINUTES**

Chair Hurford asked if there were any changes to September 11, 2014 minutes included in the packet. There were none.

*Motion by EDAC member Delano, second by Zeigler, to approve the September 11, 2014 EDAC minutes.*

**4. PUBLIC WISHING TO SPEAK ON NON-AGENDA ITEMS**

None

**5. REVIEW/DISCUSSION ON PROPOSED INCENTIVES**

The committee discussed and reviewed the incentive programs that Keith Kudrna and Brian Cooper introduced to EDAC at the September 11, 2014 meeting. Chair Hurford explained System Development Charges (SDCs) are fees that help to offset the impact of that new development will have on city infrastructure (sewer, storm, water, parks, street systems). Chair Hurford stated the proposed SDC deferral program needed clarification. EDAC member Zeigler agreed that the language needed to be clarified. EDAC member Anderson stated he was not present at the last EDAC meeting but read through

the packet prior to the meeting. EDAC member Anderson asked Chair Hurford if someone could present a short and concise, thirty second cliff-notes version, of the proposed SDC deferral program.

Brian Cooper explained that the proposed program is a starting point to get discussion going. Chair Hurford said that the current ordinance allows for a 9 month deferral. The committee asked if the VA site was going to be asking for any SDC deferral. Development Analyst Palmer said that she would need to ask City Administrator Samantha Nelson.

Chair Hurford said the proposal language needs to be cleaned up and that he would recommend a deferral period of 24 months because the average businesses within the first year are working on their cash flow. Chair Hurford stated that EDAC hasn't committed to working on clarifying the proposal because the committee has other work items. Council Liaison Tosterud stated providing a specific example of how the proposed language is implemented and how it helps a business owner would make it clearer. Chair Hurford stated that EDAC is not taking on the task of an SDC incentive program but Mr. Cooper and Kudrna can move forward with it, but feels it needs to be better defined. EDAC member Ziegler asked if the committee would consider hearing about this program again after the proposal is better defined. Chair Hurford stated yes. EDAC member Delano asked if Mr. Cooper and Mr. Kudrna have taken this draft SDC program to other people within the city – staff, councilors. Mr. Cooper stated that he has shared the draft program with the City Administrator and some councilors.

Chair Hurford said that this discussion is still open and will be an open agenda item for EDAC in the future.

## **6. VILLAGE CORE UPDATE**

EDAC member Anderson gave an update on the Village Sidewalk Repair Project. The bulk of the work on the east side of the street is complete. Trees will be planted and the sidewalk to be polished. Committee member Delano asked how many trees will be planted on the east side. Committee member Ziegler said 6 or 7 which is less than the prior design. It was explained that it was less trees because of constraints along the sidewalk and that the tree wells will be much larger. The west side will start but it is dependent upon weather conditions.

Development Analyst, Palmer stated that the Planning Commission took action on a recommendation to Council to amend the Development Code language to create additional flexibility and ease of regulating street trees within the city.

EDAC members Anderson and Zeigler agreed that the process of finding and agreeing on a solution for the sidewalk problems was due in part to all the collaboration involved; having to two City Councilors involved (Ted Tosterud and Steve Owen) and the quick turn-around time from city staff for planning and permitting.

Development Analyst Palmer stated that there was small EDAC committee meeting with Building Official, Steve Winstead last month. Mr. Winstead suggested that an inventory of Village Street needs to be complete to see what types of certificate of occupancies have been issued, what businesses are currently operating, etc. Chair Hurford suggested having a meeting to go over the information before setting up a meeting with Mr. Winstead and having dedicated time to go over questions that EDAC would like answers to.

Questions came up about the Fire Code and occupancy limits for employees and customers.

EDAC member Ziegler asked if the inventory could be e-mailed out to everyone and Development Analyst Palmer said yes.

There was discussion about the date of the next EDAC meeting. The committee decided on November 6<sup>th</sup>, 2014.

**7. STAFF UPDATE**

Development Analyst Palmer stated: City Council amended the development code for street trees. City Council adopted a resolution for the City to enter into the state Vertical Housing Development Zone program.

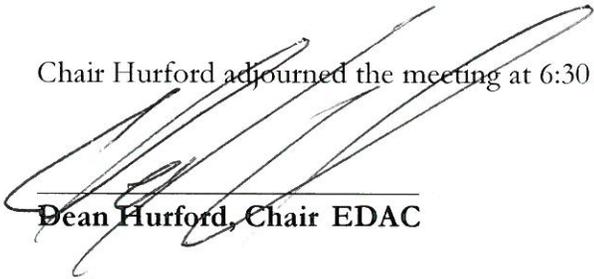
The Wind River subdivision is going in and installing the required public improvements. The VA Clinic has started clearing for site development.

Chair Hurford will be presenting EDAC's work program at the November 5<sup>th</sup>, 2014 City Council meeting: Village Street Vision, the Village Street sidewalk project, Halsey Corridor, and EDAC's role in future development code amendments.

**8. TENTATIVE AGENDA ITEMS**

- Village Street Inventory

Chair Hurford adjourned the meeting at 6:30 p.m.




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Dean Hurford, Chair EDAC

4/9/15

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Date




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Erika Palmer  
Development Analyst

4.9.15

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Date