



MINUTES
ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
August 9, 2012

PRESENT: Dean Hurford, Chair
Steve Prom
Jeff Townsend
Brenda Ziegler
Renaye Delano
Henry Pelfrey
Brian Cooper, Fairview City Councilor
Tammy Arnold

ABSENT: Ed Bejarana, Vice-Chair
Dan Kreamier

STAFF: Allan Berry, Public Works Director
Lindsey Nesbitt, Development Analyst

1. CALL TO ORDER.

Chair Hurford called the meeting to order at 5:25 pm.

2. REVIEW AND ADOPT MINUTES – July 11, 2012

The July 11, 2012 minutes were reviewed and adopted with no changes.

Moved: Steve Prom

Second: Brenda Ziegler

3. MAYORS BUSINESS ROUND TABLE

- a. Next set for meeting September 12, 2012
- b. EDAC members discussed the draft agenda for the September 12 Mayors Roundtable meeting. Henry Pelfrey will be the featured guest speaker and 15 minutes was allocated for his presentation. The small business update was added back on the agenda and Steve Prom was assigned this agenda item. Since there were no questions or follow up items from the previous Round Table, EDAC requested an update on the USS Ranger Project and the Special Ranger Committee be added to the agenda and assigned Allan Berry to provide the Ranger update. Brenda Zeigler will also provide an update on the EDAC bookmark.
- c. Utility billing message. Utility Bills will be mailed out September 1. EDAC discussed the possibility of adding a messages to the utility bills. EDAC directed staff to coordinate with utility billing to include a message. Ideas for the message include: For more information on the Mayors business roundtable check out the website. General note on the utility bill should be geared towards businesses.

4. SMALL BUSINESS ADMINISTRATION DISCUSSION

See item #8 below.

5. WELCOME PACKET BOOKMARK REVIEW DISCUSSION

Brenda Ziegler passed out copies of the most recent version of the EDAC book mark with the QR code. EDAC members reviewed the document and provided feedback on the format and some of the language. Brenda will attempt to print a few up to pass out at the Chili Festival at the City booth.

6. EDAC ACCOMPLISHMENTS

EDAC members discussed accomplishments and tangible tasks and goals that they would like to achieve. Chair Hurford brought up the Natural Resource code project and how the business community has worked well with City Staff to amend proposed changes to find the balance between resource protection and development. One example Chair Hurford raised was the establishment of a tree mitigation bank option.

EDAC requested an update on the traffic plan for Sandy Blvd. Allan updated EDAC on the status of the Connections plan, which was approved by Metro. The next step will be to incorporate all projects into the Regional Transportation Plan. Fairview will be conducting an update to their Transportation System Plan (TSP) later this fiscal year and have applied for a grant to assist with the update. Public Works Director Berry discussed that funding for the regional transportation plan needs to be watched to ensure that funding will be allocated for Sandy Blvd.

7. STAFF UPDATES

EDAC requested staff updates regarding new business and types of development activities as they occur. Staff briefly discussed a recently received tenant improvement building permit for CTDI.

EDAC discussed the possibility of re-installing signage for Fairview Village businesses at the corner of Halsey and Village Street. Discussion was held regarding contacting Providence to see if they were interested in allowing a new sign to replace the old one. Understanding that Providence had no major objection so long as it is understood that the sign is not permanent. Discussion was held on who would pay for the "temporary sign". EDAC discussed that this is something they would like to request to City Council to authorize that the city spend money on a sign to promote businesses within Fairview Village. Allan volunteered to contact Providence and start the discussion to formalize the process.

EDAC expressed interest in having a booth at the Chili Festival. Staff informed that this was a possibility and that an application form needed to be filled out and submitted it to Devree Leymaster. EDAC decided to join Allan Berry at the City booth rather than finding members to sit at the booth for the entire event.

8. TENTATIVE AGENDA ITEMS – September 13, 2012

Recap Mayors Business Roundtable.

Discuss mentoring program at the high school. It was discussed that EDAC would support the mentoring program, but not take it on.

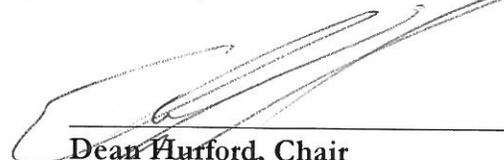
EDAC would like to explore more opportunities to assist businesses with obtaining loans and assistance for enhancing and starting business within Fairview. SBA is an excellent source for businesses. EDAC would like to have a guest speaker come to discuss the program to help EDAC better advocate. EDAC would like to check with Dan Kreamier to see if he has a contact to request to provide a presentation on the SBA process. EDAC believes this would be a great speaker for a Mayors Round Table discussion.

9. ADJOURNMENT

Chair Hurford adjourned the meeting at 6:32 pm.



Lindsey Nesbitt
Development Analyst, Public Works Department


Dean Hurford, Chair
9/13/12
Date