



MINUTES
ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
November 15, 2012

PRESENT: Dean Hurford, Chair
Ed Bejarana, Vice-Chair
Dan Kreamier, Fairview City Councilor
Steve Prom
Renaye Delano
Henry Pelfrey

Brian Cooper, Fairview City Councilor

ABSENT: Jeff Townsend
Brenda Ziegler

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

1. **CALL TO ORDER:** 5:17 p.m.
2. **REVIEW AND ADOPT MINUTES** – October 11, 2012, reviewed and adopted as presented.
3. **SBA LOAN DISCUSSION – SCOTT BOSSOM**
Guest Speaker Scott Bossom provided a power point presentation and discussion on SBA Loans. Presentation topics included: eligible business types and proceeds, SBA roles and responsibilities, program types, highlights, mechanics, and frequently asked questions about SBA loans.
4. **MICRO LOAN PROGRAM – COUNCILOR BRIAN COOPER**
Councilor Cooper drafted a rough outline of a pilot program that he had been researching for a few months and presented it to the EDAC group. Councilor Cooper explained that some cities establish programs to target specific topics such as to increase employment, or to support property acquisition. Most programs are set up to achieve a specific target. Micro loan programs target a variety of eligible uses and businesses. It was discussed that EDAC should establish minimum and maximum loan. A micro loan program needs to be developed and a process created to review and approve applications. The City Council would then authorize the loan. Councilor Cooper spoke with the City Administrator who indicated the city may have around \$200,000 to \$300,000 that could be used from the general fund to start the micro loan program. For example, the city could offer quite a few 35,000 loans to local small businesses. EDAC or the City will need to decided what interest rates should be assessed. Some jurisdictions have variable interest rates, if the micro loan program target was for job creation, then loans for job creations would have a lower interest rate than a loan for acquisition of property. EDAC questioned who is responsible for deciding the interest rate. Councilor Cooper stated that there need s to be a program established to determine review/approval

criteria and interest rates. EDAC is interested in creating a program that will make it cheap for businesses.

Chair Hurford stated he believes EDAC's responsibility is for the City Council liaison to bring this topic before the City Council for discussion.

Ed Bejarana stated he believed the micro loan program is a great idea, though he has a few concerns. Bejarana believes that EDAC is not vehicle to develop the micro loan program, but suggest establishment of blue ribbon committee to have body of citizens who review loans and develop the program. With the intent to alleviate additional staff work load.

EDAC all agreed to present the micro loan idea to the City Council with a recommendation to form a blue ribbon committee to develop a micro loan program. EDAC agreed that Dan Kreamier would bring the micro loan proposal before the City Council for discussion.

5. MAYORS BUSINESS ROUNDTABLE TOPIC DISCUSSION

Chair Hurford stated that next year he would like to see EDAC move more aggressively on System Development Charges. Specifically by identifying which SDCs can be forgiven and which ones cannot. EDAC discussed whether or not a SDCs be waived. EDAC discussed the interest in learning more about which fees can be waived and which fees cannot be waived. EDAC requested staff assistance in figuring out what fees are required with a building permit application. Public Works Director Berry volunteered to follow upon EDAC inquiries and will prepare fee waiver feasibility information for an upcoming EDAC meeting. EDAC requested to have the information provided by the January 2013 meeting.

Chair Hurford inquired when the next round table meeting will be held. The next roundtable will be in January 2013. Due to meeting time constraints it was decided to move the Mayors Round Table Discussion agenda item to the December or January agenda.

6. WHAT IS THE "EDAC MESSAGE" TO THE BUSINESS COMMUNITY DISCUSSION

EDAC member Renaye Delano raised the question, "what message should EDAC be providing when passing out the bookmarks?" Due to meeting time constraints it was decided to move this agenda item to the December meeting.

7. TREE LIGHTING UPDATE (RENAYE DELANO)

EDAC member Delano provided an update on tree lighting event. The tree lighting event planning is fully under way. The event is scheduled for December 1, 2012. Community businesses have donated materials, equipment, and volunteers to help make it happen. EDAC decided to donate food to families within the Fairview Community. Dean and Henry will match donations received for next years tree lighting event.

8. STAFF UPDATES

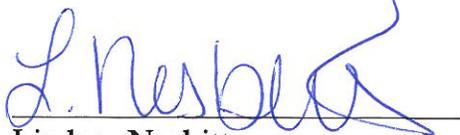
None

9. TENTATIVE AGENDA ITEMS – None discussed.

10. ADJOURNMENT Meeting adjourned at 6:36 pm.

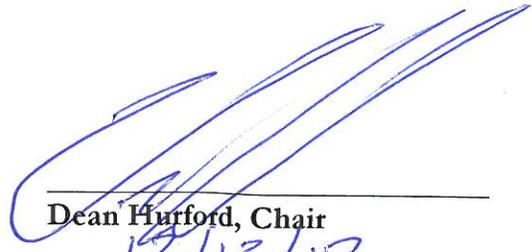
Moved by: Renaye Delano

Second by: Ed Bejarana



Lindsey Nesbitt

Development Analyst, Public Works Department



Dean Hurford, Chair

12/13/12

Date