



MINUTES
ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
December 13, 2012

PRESENT: Dean Hurford, Chair
Dan Kreamier, Fairview City Councilor
Steve Prom
Renaye Delano
Henry Pelfrey
Brenda Ziegler

Brian Cooper, Fairview City Councilor
Tamie Tlustos-Arnold, Fairview City Councilor Elect

ABSENT: Jeff Townsend
Ed Bejarana, Vice-Chair

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

1. **CALL TO ORDER:** 5:25 p.m.
2. **REVIEW AND ADOPT MINUTES** – The November 15, 2012 EDAC meeting minutes were reviewed and adopted as presented.
- 2a. **RECAP CHRISTMAS TREE LIGHTING**
EDAC congratulated Renaye Delano on an excellent job coordinating the 2012 tree lighting event. EDAC members discussed the event and feed back they received from the community. Comments were received regarding bringing back the sleigh ride and that the location of the choir should be changed. Many contributions and donations were provided from the business community within and adjacent to Fairview. EDAC agreed to begin planning earlier for 2013 tree lighting event and will work with property owners along Village Street to decorate for 2013 lighting event.
3. **MICRO LOAN PROGRAM – COUNCILOR BRIAN COOPER**
Councilor Kreamier provided an updated regarding the City Council discussion on the proposed development of a Micro Loan Program. The idea was received well by City Council. Councilor Kreamier was appointed to put together a committee to research and move the idead forward. Councilor Kreamier will meet with City Administrator Samantha Nelson to discuss the Micro Loan Program and Committee coordination. Chair Hurford, opened the discussion by asking the group who they believe the micro loan program work best for. EDAC feels the program will be beneficial to the small business community, but is concerned with how to get the word out to the business community and how to best market the micro loan program. EDAC discussed how the micro loan program will be a great incentive because the program is less expensive and faster than obtaining a traditional loan through a bank. It was discussed that EDAC should add how to market the micro loan program the upcoming work plan. EDAC would like to study how other agencies market these types of programs. EDAC discussed how to make the program work. The idea is a

committee would be formed to review the applications and make a recommendation to City Council and the Council would be the decision making body to approve or deny a micro loan request. EDAC also discussed the need to establish deadlines for applications in order to keep the process running smoothly and provide predictability and a specific timeline for issuance of a decision for applicants applying for a micro loan.

4. MAYORS BUSINESS ROUNDTABLE AGENDA

EDAC reviewed the tentative agenda for the January 17, 2013 Mayors Business Roundtable event. The roundtable events for the remainder of the year have been established: January 17, April 18, July 18, and October 17.

Scott Bossom will be presenting at the next mayors roundtable as the guest speaker. Since there will be a guest speaker at the January meeting, the large business spotlight will not be on the agenda. Randy Crum will be the small business featured at the January meeting. Roy Moore will be the speaker at the April meeting. EDAC suggested changing the order of the agenda to have small business spotlight speak prior to the guest speaker. EDAC approved the agenda.

5. EDAC WORK PLAN DISCUSSION

EDAC members held a discussion on what they would like to accomplish during the 2013 year.

Councilor Brian Cooper provided three ideas for discussion: 1. How to market the micro loan program, what other resources are out there for the community. 2. What is Fairview- what does Fairview have to offer, EDAC can develop a definition of what is Fairview, what do we want Fairview to be? Do we want to be a small business hub? What do we want Fairview to be, define Fairview of how we want to market the city. 3. Community events are beneficial the economic development. EDAC can address community events.

EDAC member Renaye Delano- Suggested that EDAC could create a program that reaches out to businesses in adjacent communities. She received great reception from business in Wood Village for tree lighting, they really wanted to work with Fairview, because of the "sense of community".

Chair Hurford brought up the topic of economic viability of the City. EDAC discussed looking into consolidation of city resources and how this might be a work plan item. For example, over a period of time, one Public Works Department could handle all three cities. EDAC members felt this would be a great topic for further discussion. EDAC would also like to further discuss the feasibility of creating a Fire District.

Public Works Director Berry commented that the EDAC is an advisory group to the Fairview City Council, and expressed concerned about looking at other cities, and making recommendations for that (regarding consolidation and reaching out to other communities). EDAC members discussed the length of time something like a three city consolidation may take and understand that a consolidation will take many years and will require a lot of planning and preparation.

Chair Hurford commented that the majority of January's meeting will be to further discuss and develop the 2013-2014 work plan.

6. VACANT PROPERTY DISCUSSION

Moved to the January 2013 meeting for discussion.

7. 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 January meeting.

8. STAFF UPDATES

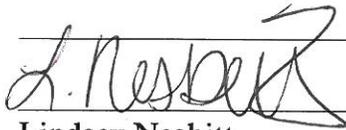
None

9. TENTATIVE AGENDA ITEMS – None discussed.

10. ADJOURNMENT Meeting adjourned at 6:25 pm.

Moved by: Steve Prom

Second by: Henry Pelfrey



Lindsey Nesbitt

Development Analyst, Public Works Department



Dean Hurford, Chair

Date

