



MINUTES
ECONOMIC DEVELOPMENT ADVISORY
COMMITTEE MEETING
1300 NE Village Street
Fairview, OR 97024
January 10, 2013

PRESENT:

Dean Hurford, Chair
Renaye Delano
Brenda Ziegler
Henry Pelfrey

Brian Cooper
Cllr. Tamie Arnold
Cllr. Steve Owen

ABSENT:

Cllr. Dan Kreamier, Council Liaison
Jeff Townsend

STAFF:

Allan Berry, Public Works Director

1. CALL TO ORDER:

Chair Hurford opened the meeting at 5:17pm and reported that Councilor Kreamier had called and sent his apologies, being unable to attend this evening's meeting due to a family illness

2. REVIEW AND ADOPT MINUTES:

The December 13th 2012 EDAC meeting minutes were reviewed and approved as presented.

Clarification was sought from EDAC member Brenda Ziegler of the name of the SBA representative and the company that Randy Crum worked for. This was reported as Scott Bossom and Alliance Testing Services respectively.

EDAC member Brenda Ziegler also asked for clarification of what was meant by "economic viability." Chair Hurford reported that the minutes as written reflected the conversation that was held and that the discussion evolved into one of how the three small east county cities could work together with consolidation of services.

3. MAYORS BUSINESS ROUNDTABLE AGENDA:

The agenda has been prepared and now needs to be given final approval by the Mayor. The keynote speaker is Scott Bossom of the SBA who will have 45 minutes. The small business spotlight for this month is Randy Crum of Alliance Testing Services (ATS)

EDAC member Renaye Delano asked if she could get a copy of the outline of questions that was given to ATS to prepare for their presentation.

It is anticipated that this month's Mayors Roundtable will be popular and will generate an extensive question and answer period. EDAC member Brenda Ziegler would like to see the Scott Bossom presentation but will not be able to attend the roundtable event this time.

Overall agenda is as follows:

1. Mayor Weatherby's welcome
2. Follow up from the last Roundtable comment cards
3. Small business spotlight
4. Keynote speaker
5. Mayor Weatherby's wrap up
6. Networking

4. EDAC WORKPLAN DEVELOPMENT:

The Christmas tree lighting ceremony for 2013 will be organized by the EDAC committee with an initial planning discussion to be held at the June EDAC meeting.

Chair Hurford reported that City Council had deferred appointments to the various committees, and consequently EDAC will be short 2 members until that point. EDAC agreed that waiting for the new appointments to be seated prior to moving ahead with work plan development would be preferable. The committee also agreed that that they would also defer new officer appointments.

Chair Hurford inquired if Jeff Townsend still wished to be on the committee and will approach EDAC member Townsend accordingly.

EDAC member Pelfrey asked if the meeting could be moved to another day. This decision will also be deferred until the new members are seated but will have to be coordinated to suit staff commitments and other committee dates and times.

Councilor Arnold suggested we conduct a business survey and gave as an example a survey she discovered on the website of Concord California. She further recommended that we review other city websites for layout and economic development content. There was concern that the city website needed "jazzing" up for economic development. Recommendations on this will be forwarded to Chair Hurford for review and for potential recommendation to city council. Staff will also review the Concord website survey, and perhaps circulate a similar survey at the roundtable pending.

EDAC committee members would like to investigate the extent of the city enterprise zone. Staff reported that it is complicated to change the size and location of the enterprise zone, but will report to the committee at the next meeting on how that all works. Citizen Brian Cooper stated that he has noted that there is out of date city

information on the state economic development website. Staff will verify that the state information on Fairview is current and have corrections made as needed.

Councilor Kreamier is assembling a committee to further develop a microloan program for recommendation to the City Council.

EDAC member Delano asked how we should perform outreach to other cities and encourage businesses to relocate to Fairview. Chair Hurford expressed concern that we must not think of EDAC as a chamber of commerce, and it was also emphasized that this is an advisory committee to the Fairview council on Fairview issues, and we need to primarily have a local focus.

EDAC member Brenda Ziegler suggested a press release to explain the role and responsibilities of the committee. It was also suggested that the Mayor's Roundtable be more extensively advertised. This has been traditionally been an event that the Mayor invites people to. Councilor Owen will discuss this with the Mayor and see if he would be agreeable to advertising the event and opening the event up to all interested businesses.

Providence: all indications are that Providence are still investigating their business model and it is unclear when this development will move forward. Staff will be revisiting this issue in April 2013. Providence have also indicated that they do not wish to have signage on their property at this point.

5. VACANT PROPERTY DISCUSSION

- a. Corner Halsey/ and Village Street
Chair Hurford suggested we prepare a scope of work and establish permit requirements. He then feels confident that the property owner will be inclined to work with the city to clear the property for greater visibility from Halsey to the south. The original plan was to clear the lot and apply the costs to the property as a lien. The estimate for this a year ago was \$25K, with the scope basically being to cut the brush, rough grade the site and remove the boulders.
- b. Halsey and Fairview Parkway
Chair Hurford reported that good conversations have taken place with the Razes and Zafar with regard to their interest in developing that corner.
- c. Chair Hurford will also follow up with the property owner at the north west corner of Halsey and Fairview Parkway to inquire what the plan is for that property.

6. STAFF UPDATES:

There will be a police hosted self-defense class on February 9, 2013, and anyone interested should sign up as soon as possible.

7. TENTATIVE AGENDA ITEMS:

Chair Hurford apologized for not being as prepared as normal this month and will meet with staff to prepare the agenda for the next meeting.

8. **ADJOURNMENT:**

Meeting adjourned at 6:15pm.



Dean Hufford, Chair



Erika Fitzgerald
Development Analyst, Public Works Department

3/14/13

Date