

**TOWN OF FAIRVIEW  
ECONOMIC/COMMUNITY DEVELOPMENT CORPORATION  
MEETING MINUTES  
JUNE 29, 2017**

The Board of Directors of the Fairview Economic and Community Development Corporations held a special session in Fairview Town Hall Council Chambers, located at 372 Town Place, on Wednesday, June 29, 2017 at 6:30 p.m.

**The following directors were present:**

Warren Westberg	Don Braun	Robert Herrema
Sim Israeloff	Nancy Lewis	Jeff Rutherford

**The following directors were absent:**

Roy Serpa

**The directors so present did constitute a quorum.** Also present were Town Manager, Julie Couch; Economic Development Manager, Ray Dunlap; Town Secretary and PR Coordinator, Liz Cappon; Event/Marketing Specialist, Shannon Craft and Jason Weeks, Chief Financial Officer.

The meeting was called to order by Mr. Westberg at 6:30 p.m.

Mr. Israeloff made a motion to approve the consent agenda: A) Consider approval of the minutes for May 10, 2017; B) Consider acceptance of the April 2017 CDC monthly financial report; C) Consider acceptance of the April 2017 EDC monthly financial report. Ms. Lewis seconded the motion and the motion was unanimously approved.

Mr. Weeks gave an overview of the Town's financial status to the Board.

Mr. Herrema made a motion to authorize a grant to the Fairview Youth Theatre for signage. Ms. Lewis seconded the motion and the motion was unanimously approved. Mr. Dunlap stated that the item would be presented to the Town Council for approval at their meeting the following week.

Mr. Dunlap described the evolution of the ShopFairview.com website and prior mobile app. Mr. Israeloff made a motion to approve eliminating the ShopFairview.com website by integrating the content into the new EDC website. Mr. Rutherford seconded the motion and the motion was unanimously approved.

Ms. Craft presented a possible CDC logo she had designed similar to the adopted EDC logo. Mr. Israeloff made a motion to adopt the new CDC logo. Mr. Herrema seconded the motion and the motion was unanimously approved.

The Board and Mr. Dunlap discussed a plan of work.

Mr. Weeks and Mr. Dunlap gave a presentation regarding the 2017-18 fiscal year EDC and CDC budgets. Mr. Dunlap asked the Board members to take the budgets home for review and stated that they would take action on them at the July meeting.

Mr. Dunlap gave an update on the strategic plan progress and discussed it with the Board.

The Board received an update from Mr. Dunlap regarding current EDC marketing activities.

The Board then recessed into executive session at 7:54 p.m. under Section 551.087 regarding business prospects, deliberation concerning economic incentive negotiations within the CPDD and proposed developments within the CPDD and Section 551.074 regarding Personnel for the staff evaluation program.

The Board came out of executive session at 7:59 p.m.

Mr. Westberg adjourned the meeting at 8:00 p.m.

ATTEST:

  
Warren Westberg, EDC/CDC President

  
Elizabeth Cappon, Town Secretary

