

**TOWN OF FAIRVIEW  
ECONOMIC/COMMUNITY DEVELOPMENT CORPORATION  
MEETING MINUTES  
OCTOBER 5, 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 Thursday, October 5, 2017 at 6:30 p.m.

**The following directors were present:**

Sim Israeloff            Don Braun    Nancy Lewis            Jeff Rutherford            Carlo Strippoli

**The following directors were absent:**

Warren Westberg    Robert Herrema

**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 and Chief Financial Officer, Jason Weeks.

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

Mr. Rutherford made a motion to approve the consent agenda: A) Consider approval of the minutes for July 19, 2017; B) Consider acceptance of the July 2017 EDC monthly financial report; C) Consider acceptance of the July 2017 CDC monthly financial report; D) Consider acceptance of the August 2017 EDC monthly financial report; E) Consider acceptance of the August 2017 CDC monthly financial report. Ms. Lewis seconded the motion and the motion was unanimously approved.

The election of officers for fiscal year 2017-18 was held. Mr. Braun made a motion nominating Mr. Westberg to remain President of the Board, Ms. Lewis seconded the motion and the motion was unanimously approved. Mr. Rutherford made a motion nominating Mr. Israeloff to remain Vice President of the Board. Ms. Lewis seconded the motion and the motion was unanimously approved. Ms. Lewis made a motion nominating Mr. Braun to remain Secretary of the Board. Mr. Rutherford seconded the motion and the motion was unanimously approved.

Mr. Dunlap and the Board discussed a request for proposals (RFP) for a concept plan for the commercial district. Mr. Braun made a motion to approve staff creating an RFP for a concept plan for the commercial district with the condition that staff also broaches any potential cost sharing options with the applicable major landowners. Mr. Rutherford seconded the motion and the motion was unanimously approved.

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

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

The Board discussed a potential November meeting date and decided upon Monday, November 13.

The Board then recessed into executive session at 7:11 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 7:46 p.m.

Mr. Westberg adjourned the meeting at 7:47 p.m.

  
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Warren Westberg, EDC/CDC President

ATTEST:

  
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Elizabeth Cappon, Town Secretary

