



**KEIZER ECONOMIC DEVELOPMENT COMMISSION
MEETING MINUTES
Tuesday, August 2, 2016 @ 12:00 noon
Keizer Civic Center**

CALL TO ORDER

Mayor Clark called the meeting to order at 12:10 p.m.

ROLL CALL:

Present:

Cathy Clark
Rick Day
Scott White
A.J. Nash
Mardi Smith

Absent:

Cesar Vallejo
Troy Young
Anthony Williams
Sam Goesch

Staff Present:

Nate Brown, Community Development Director
Debbie Lockhart, Deputy City Recorder

APPROVAL OF MINUTES: Rick Day moved to approve the May 2016 Minutes. Mardi Smith seconded. Motion passed as follows: Clark, Day, Nash and White in favor with Smith abstaining and Vallejo, Williams, Goesch, and Young absent.

RENATA WAKELEY – COUNCIL OF GOVERNMENTS – AGORA: Renata Wakeley and Garrett Jensen from the Council of Governments gave a presentation on the Agora program noting that it is like a Match.com connecting businesses with grant opportunities. They provided details about what the Council of Governments does as well as a history of how the Agora program was developed. They reviewed the procedure, explaining that projects are researched and reported to Economic Development Agencies and foundations are alerted who have priorities that align with the projects. Regional Solutions is playing a supportive role and is tasked with bringing state agencies on board; DEQ, DOT, and Infrastructure Finance Authority all have accounts.

Using the internet Agora program Mr. Jensen did a tutorial of the site including creating and managing an account, viewing organizations that have accounts and posting new projects.

Ms. Wakeley noted that the program is only available to public entities for soliciting funding, but private entities can get on site as contributors. It was suggested that suppliers be allowed on the site to provide donations to projects.

Community Development Director Nate Brown suggested the Commission brainstorm on what they would like to put on the list, such as brownfill on Cherry or a Parks Recreational Program, and give staff a list of what they would like to consider. That could be forwarded onto the Agora program. Ms. Wakeley interjected that projects should be ones that the City is ready to move forward on; it should have the plans and budget in place.

Discussion followed regarding posting completed projects or 'success stories' on the site, tracking successful projects, targeting small businesses, development of a façade improvement/renewal program and getting funding through this program for area businesses.

APPEARANCE OF INTERESTED CITIZENS: None

SUNSET TRIANGLE, CHEMAWA AND RIVER ROAD: Not addressed

REVOLVING LOAN PROGRAM: Rick Day presented the following bullet points:

- Funding Individual Amount
 - Term
 - Grant Specific Loans
 - Loans at Market Rate
- Total Funding Amount
- Security
 - Property
 - Personal Guaranty
- Application Process/Turnaround Time (Consider meeting every other month or monthly in order to speed processing time)
- City Meeting/Fair ~ Outreach to:
 - Commercial Realtors
 - Bankers/Credit Unions
 - Commercial Contractors
 - Business Owners
 - Property Owners
 - Angel Investors
 - Planners
 - Chambers
 - Economic Development Agencies
- Vetting Process/Grant Application
 - Business Plan/Executive Summary
 - What Does This Mean?
 - Expansion
 - Additional Employees
 - Contribution to Tax Base

- Administration
 - Payments/Compliance
 - City Staff or Contracted Service
- Matching Funds
 - Private/Foundations
 - Match from Requesting Party
 - Business Funding Program
- Mentors
 - OMEP for Manufacturing
 - Small Business Administration
 - Regional Solutions

Need to know total funding.

Assuming these are short-term loans, not grants.

Interest and administrative fees should be included in the program.

Discussion followed regarding setting up the structure, opportunities, and policies that would permit the start of the program; what it would take to redevelop properties, increase density, and renew underutilized areas; partnerships, past city goals of façade improvements, streetscapes and sidewalk improvements and developing a city core which would allow the work force to live above commercial establishments and more effectively utilize the existing land. Mr. Brown explained that the program will depend on the kind of money available. One-time money in the bank would mean the program would be loans because grants would deplete the supply.

LIST OF AVAILABLE GRANTS TO HELP BUSINESSES: Not addressed

STATUS OF AREA B: Not addressed

DREAM PROPERTIES: Not Addressed

- Cherry & Alder
- Creekside
- Willowlake

OTHER BUSINESS: Members discussed increasing the frequency of the regular meeting and holding a special meeting to plan a city-wide economic opportunity fair.

ADJOURN: The meeting adjourned at 1:27 p.m.

Next Meeting: November 1, 2016

Minutes approved: 4-19-17