

**CITY OF ARCATA**  
**ECONOMIC DEVELOPMENT COMMITTEE SPECIAL MINUTES DRAFT**

*On \_ the Committee approved these Minutes \_*

**City of Arcata Council Chambers**  
**736 F Street, Arcata (City Hall)**

**December 3, 2015**  
**Thursday at 4:03 PM**

- I. **ROLL CALL.** Committee Members present: Brett Watson (Chair), Fawn Scheer (Vice-Chair), Jane Woodward, Maureen Hart, and Darrell Burlison. Absent: Craig Wruck. Staff present: Joe Mateer.
- II. **ORAL COMMUNICATIONS.** NONE
- III. **APPROVAL OF MINUTES.**
  - A. On a motion by Woodward, seconded by Scheer and a 5-0 voice vote the Committee approved the minutes of October 1, 2015, and November 12, 2015 as presented.
- IV. **BUSINESS / ACTION ITEMS.**
  - A. Roundtable discussion of purpose and function of the Economic Development Committee (EDC). ACTION: The Committee continued their discussion on their purpose and function of the Committee. Staff agreed to use the Communication portion of the Agenda to update the Committee on ongoing programs and activities such as the Microenterprise, and Business Loan Programs. On a motion by Burlison, seconded by Scheer and a 5-0 voice vote the Committee ended their discussion and will continue to address their concerns with staff and the City Council on an as needed basis.
  - B. 2015 Annual Report: ACTION – The Committee made several revisions to the Draft Annual Report. On a motion by Burlison, seconded by Woodward and on a 5-0 voice vote the committee approved the Annual Report revisions and directed the Chair to present the Annual Report to the City Council.
  - C. Business of the Year: ACTION – On a motion by Woodward, seconded by Watson and a 5-0 voice vote the Committee directed staff to forward the Business of the Year nominees to the City Council for their consideration.
- V. **FUTURE AGENDA ITEMS.** The purpose of this item is for the Committee to request and prioritize items to be placed on future agendas. No deliberation of the items will be conducted, nor will any action take place, other than whether a specific item will be included on a future agenda.
  - A. Arcata Ball Park, 2015 – 2016 City Council priority projects - *“Work with interested community members and consultants including the Humboldt Crabs and Arcata Ball Park users to develop an economic plan to support additional revitalization of the park including new bleachers, façade improvements, field protective measures, and ADA improvements to allow additional year round events.”*
  - B. Happy Valley industrial development.
  - C. Loss of industrially zoned lands.
  - D. Reports from Main Street, Film Commission, Welcome Center
  - E. Diversity of Arcata economy – Matching changing demographic (including HSU) demand with supply.
  - F. Living wage.
  - G. Brainstorming additional ways of generating revenue such as a landlord fee.

H. Presentation by Burnett Brown about attracting funders and investors.

Action: The Committee directed staff to place the Ball Park, Happy Valley, and the Annual Report update on the January 7, 2016, EDC Agenda as Business / Action items.

**VI. CORRESPONDENCE, COMMITTEE, AND STAFF COMMUNICATIONS.**

A. Committee

B. Staff

1. Retirement of Arcata Community Development Director – Larry P. Oetker
2. [Arcata Chamber of Commerce November 2015 Newsletter](#) (hyperlink)

**VII. ADJOURNMENT. 5:43 pm**

**ATTEST:** \_\_\_\_\_

Joe Mateer, Senior Planner

Attendance

2016	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Brett Watson												
Fawn Scheer												
Jane Woodward												
Maureen Hart												
Darrell Burilson												
Craig Wruck												
Vacancy												