

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

**City of Arcata Library Conference Room  
500 7<sup>th</sup> Street (Behind City Hall)**

**April 24, 2014  
Thursday, 5:00 P.M.**

- I. **ROLL CALL:** PRESENT – Jane Woodward (Chair), Garry Nelson (Vice-Chair), Fawn Scheer, Brett Watson, Maureen Hart, Darrell Burlison. ABSENT – Craig Wruck.
  
- II. **APPROVAL OF MINUTES** – No action taken; incorrect minutes noticed. Approval of Draft Minutes of 03-12-14 moved to next meeting.
  
- III. **ORAL COMMUNICATIONS** – None.
  
- IV. **BUSINESS ITEMS:**
  - A. **2014 Community Development Block Grant (CDGB) Application: Consider Economic Development Committee involvement in Planning and Technical Assistance Grants when funding is awarded.** Staff report given. PTA grants discussed. No action.
  - B. **Foodworks: Discuss the next phase of capital investment in the building.** No action.
  - C. **Adopt new meeting time and location.** New meeting times of the 4<sup>th</sup> Thursday or the 1<sup>st</sup> Tuesday were discussed. Agenda item moved to next meeting.
  - D. **Business Loan Program: Consider how the Economic Development Committee can be involved.** Discussed recommending the addition of Business Loan Synopsis with Business License Renewals – provides early input; brings applicants to the EDC. Discussed employment by types in Arcata. Agenda item moved to next meeting.
  - E. **Continuation of Economic Development Committee Goals: Prioritize Committee goals and select one or more items to fully develop.** Considered collapsing categories of Possible Goals distributed with Agenda. Agenda item moved to next meeting.
  
- V. **CORRESPONDANCE / COMMUNICATIONS**
  - A. **ECONOMIC DEVELOPMENT COMMITTEE:**
    1. **CED Chico (Center for Economic Development, Cal State Chico).** The CED was discussed and it was decided to look into it. Agenda item moved to next meeting.
    2. **PTA Grant.** Send guidelines to EDC members.
    3. **CASP.** Fawn to send information.
    4. **Next Meeting Date.** May 22<sup>nd</sup> –Use Doodle Survey.
    5. **Sustainability Conference.** Expected to be held in June.

B. STAFF:

1. Environmental Law Seminar. Information will be sent by email.

VI. ADJOURNMENT. 7:00 P.M.

Per Section 2204.C of the Arcata Municipal Code, "If any member of a committee is absent for three regularly scheduled meetings in a calendar year, the secretary to the committee shall certify that fact to the Council and the Council shall thereafter declare the position on the committee to be vacant."

2014	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Jane Woodward	C	C	X	X								
Garry Nelson	C	C	X	X								
Fawn Scheer	C	C	X	X								
Brett Watson	C	C	X	X								
Maureen Hart	N	N	X	X								
Darrell Burlison	N	N	N	X								
Craig Wruck	N	N	N	A								

KEY:

<b>X</b> Present	<b>A</b> Absent	<b>N</b> NA – Not a member this month	<b>C</b> No Meeting	<b>[Shaded]</b> Special Meeting (not regular attendance)
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Attest: *for Matteo for D. Loya*  
**David Loya, Committee Liaison**