

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

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

**May 22, 2014**  
**Thursday, 5:00 P.M.**

- I. **ROLL CALL:** Present: Jane Woodward (Chair), Garry Nelson (Vice-Chair), Maureen Hart, Darrell Burlison. Absent: Fawn Scheer, Brett Watson, Craig Wruck
  
- II. **APPROVAL OF MINUTES**
  - A. Draft Minutes of 03-12-14 – Adopted on motion by Nelson, second by Woodward, and a unanimous voice vote.
  - B. Draft Minutes of 04-24-14– Adopted on motion by Nelson, second by Hart, and a unanimous voice vote.
  
- III. **ORAL COMMUNICATIONS:** Bruce LeBel presented on an idea to establish a venue for connecting entrepreneurs with capital investors under a model similar to Innovate Northstate. The committee directed staff to meet with Mr. LeBel to determine if the City had any nexus with the idea and to return to the EDC with a report or recommendation on a future agenda.
  
- IV. **BUSINESS ITEMS:**
  - A. Adopt new meeting time and location. On Hart’s motion, seconded by Woodward, and a unanimous voice vote (4-0-0), Scheer, Watson, and Wruck being absent, the EDC established the 1<sup>st</sup> Thursday of the month in the City Council Chamber at 5:00 p.m. as the regular meeting time. On Nelson’s motion, seconded by Burlison, and a unanimous voice vote, the regular meeting for June 5 was cancelled, a special meeting for June 19, was set, and the July regular meeting was cancelled.
  - B. Business Loan Program: Consider how the Economic Development Committee can be involved. Staff presented progress on microenterprise guidelines and marketing of the business loan program.
  - C. Economic Strategic Plan review; development of Committee goals: Prioritize Committee goals and select one or more items to fully develop; begin developing short handout from EDSP. Committee deferred this discussion to the following meeting.
  
- V. **CORRESPONDANCE / COMMUNICATIONS**
  - A. ECONOMIC DEVELOPMENT COMMITTEE:
  - B. STAFF:
  
- VI. **ADJOURNMENT - 6:30 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	X							
Garry Nelson	C	C	X	X	X							
Fawn Scheer	C	C	X	X	A							
Brett Watson	C	C	X	X	X							
Maureen Hart	N	N	X	X	X							
Darrell Burlison	N	N	N	X	X							
Craig Wruck	N	N	N	A	A							

KEY:

X	A	N	C	
Present	Absent	NA – Not a member this month	No Meeting	Special Meeting (not regular attendance)

Attest:   
 David Loya, Committee Liaison