

**CITY OF ARCATA
ECONOMIC DEVELOPMENT COMMITTEE MEETING**

**Redevelopment Office Conference Room
525 9th Street, Arcata**

**November 14, 2011
Monday, 5:00 P.M.**

AGENDA

- I. ROLL CALL** Patrick(Chair), Gainer (Vice-chair), Woodward, Prescott, Witzel, Khaled, and Mohland
- II. APPROVAL OF MINUTES** - Regular Meeting October 10, 2011.
- III. ORAL COMMUNICATIONS-** This item is provided for people to address the Committee on matters not on the agenda. Any requests that require action will be set by the Committee to a future agenda, or will be referred to staff.
- IV. COMMITTEE COMMENTS/COMMUNICATIONS**
- V. PRESENTATIONS - none**
- VI. OLD BUSINESS**
 - A. Business Incubator Feasibility Study:** The EDC Subcommittee has researched existing business incubators within the City and presented a work in process hand out to the committee at the October meeting. The Subcommittee will continue working on the handout and will present the updates at the meeting. Copies of the feasibility study have been sent to all the committee members and available at www.cityofarcata.org.
 - B. Quality of Life Indicators:** A report from Melanie Patrick after presenting the annual report and the quality of life indicators to Council on the 19th of October.
 - C. Review Partner Contracts Reports for Chamber of Commerce, Arcata MainStreet, Humboldt County Convention and Visitors Bureau, and Humboldt Film Commission:** These four partner agencies are required to submit quarterly reports to the City as per the terms of their contracts.
- VII. NEW BUSINESS**
 - A. Discount Cards:** Continue discussions of using possible discount cards and the possibility of coordinating with MainStreet on this concept.
- VIII. STAFF REPORTS/COMMUNICATIONS:**
 - A. Status Report on Business Loans: Open Door Community Health Centers.**
 - B. Report from staff the progress of Samoa Boulevard Revitalization.**
 - C. Staff to provide copies of the City Tour.**
 - D. Update committee on the CDBG notice of funding ability for 2011-2012.**
 - E. Update on the Foodworks Expansion.**

- **The Index of Economic Activity for Humboldt County. Information only.**
Archives are available at: www.humboldt.edu/econindex/
- **EDD labor market reports are available at:** www.labormarketinfo.edd.ca.gov
- **Approved minutes can be found at the City's website.**
www.cityofarcata.org

IX. DISCUSS AND CONFIRM AGENDA ITEMS FOR THE FOLLOWING MEETING

X. FUTURE AGENDA ITEMS

- **Review options available for funding Recycling Market Development**
- **Quality of life indicators**
- **Business Incubator feasibility Study**
- **Quarterly review of partners contracts with Arcata city.**
- **Submit action items from current feasibility study from Greenway Partners**
- **Current loan updates.**
- **Review of all projects started April 2011.**
- **Microloan Partnerships.**
- **Projected Economic Shortfall and Disasters.**
- **Examine potential for revitalization of vacant and underutilized parcels in the downtown area.**
- **Presentation from Recyclers.**
- **Update on the permit streamline process**

XI. COMMITTEE ATTENDANCE 2011

	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Term ends
Margaret Gainer	X	*		X	X	X	X	X	X	X			2013
Mumair Khaled	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	X	X			2012
Stephanie Witzel		*		X	X	X		X	X	X			2013
Josh Mohland	N/A	*	X	X	X	X	X	X		X			2012
Jane Woodward	X	*	X	X	X	X	X	X	X				2014
Bill Prescott	X	*	X	X	X	X		X	X				2014
Melanie Patrick	X	*	X	X	X	X	X	X	X	X			2012

KEY:

X = present N/A = not applicable: not a member this month * = no meeting this month
 = special meeting (not considered as regular attendance)

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."

XII. ADJOURNMENT 7:00