

**CITY OF ARCATA
COMMITTEE ON DEMOCRACY AND CORPORATIONS (CDC)
REGULAR MEETING MINUTES**

Redevelopment Office Conference Room
525 9th Street, Arcata

October 18, 2011
Tuesday, 4:40 p.m.

- I. ROLL CALL - PRESENT: MARSHALL, CANNING, MCDREW, AND REUTHER. STAFF: MATEER. ABSENT: GREENE.**
- ON A MOTION BY MARSHALL, SECONDED BY REUTHER AND A 4-0 VOICE VOTE THE COMMITTEE REVISED THE ORDER OF THE AGENDA IN ORDER TO ELECT CHAIR AND VICE CHAIR.
- ON A MOTION BY CANNING SECONDED BY REUTHER AND A 4-0 VOICE VOTE THE COMMITTEE ELECTED MARSHALL AS THE CHAIR.
- ON A MOTION BY CANNING SECONDED BY MCDREW AND A 4-0 VOICE VOTE THE COMMITTEE ELECTED REUTHER AS THE VICE CHAIR.
- II. APPROVAL OF MINUTES** – Meeting Minutes of: May 17, 2011; June 28, 2011; August 16, 2011; and September 20, 2011 (Attachments A, B, C & D).
- NO ACTION TAKEN ON MINUTES.
- III. ORAL COMMUNICATIONS** – This item is provided for people to address the Committee on matters that are 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. NONE.
- IV. OLD BUSINESS**
- A. Review and amend Committee Draft Formula Retail Ordinance (Attachment A).**
THE COMMITTEE REVIEWED AND REVISED THE FORMULA RETAIL AND SERVICE ORDINANCE.
- ON A MOTION BY CANNING, SECONDED BY MCDREW AND A 4-0 VOICE VOTE THE COMMITTEE APPROVED THE APPOINTMENT OF MARSHALL TO CONDUCT COMMUNITY OUTREACH TO THE BUSINESS COMMUNITY REGARDING THE FORMULA RETAIL AND SERVICES ORDINANCE.
- ON A MOTION BY CANNING, SECONDED BY REUTHER AND A 4-0 VOICE VOTE THE COMMITTEE APPROVED THE AMENDED FORMULA RETAIL AND SERVICES ORDINANCE AND DIRECTED STAFF TO NOT SUBMIT THE ORDINANCE TO THE PLANNING COMMISSION UNTIL THE BUSINESS COMMUNITY OUTREACH IS COMPLETED.
- V. NEW BUSINESS.**
- A. Elect Chair and Vice-Chair.** Annually at the first meeting in July, the Committee holds elections. The July, August and September meetings were canceled and adjourned prior to business due to lack of quorum. SEE ITEM I ABOVE.
- B. Mandate.** Review and discuss revisions to CDC's duties and responsibilities as found in the Arcata Municipal Code Title II, Chapter 3, Article 13 – COMMITTEE ON DEMOCRACY AND CORPORATIONS (Attachment A).

ON A MOTION BY CANNING SECONDED BY MCDREW AND A 4-0 VOICE VOTE THE COMMITTEE APPOINTED REUTHER TO REPLACE HOLLADAY ON THE SUBCOMMITTEE TO REVISE THE COMMITTEE'S "MANDATE" WITHIN THE MUNICIPAL CODE.

C. Creation of a CDC Facebook page or other type of social media outlets.

Review and discuss option for creating a Facebook page or other type of social media outlets for community outreach and educational opportunities.

MCDREW VOLUNTEERED TO CONTACT CITY STAFF – DILLON SAVAGE REGARDING ESTABLISHING A FACEBOOK PAGE OR OTHER TYPE OF SOCIAL NETWORK MEDIA ON BEHALF OF THE COMMITTEE.

VI. CORRESPONDENCE. STAFF DISTRIBUTED THE 2010 COMMITTEE ANNUAL REPORT. STAFF INFORMED THE COMMITTEE THE ITEM WILL BE ON THE UPCOMING AGENDA IN ORDER TO UPDATE THE REPORT.

VII. COMMITTEE / STAFF COMMUNICATIONS.

A. Committee Comments. CANNING SUBMITTED A LETTER OF RESIGNATION.

B. Staff Comments.

1. New Appointment of Megan McDrew, term expires July 31, 2014.

VIII. UPCOMING MEETINGS.

A. November 15, 2011 – Regular CDC Meeting

B. December 20, 2011 - Regular CDC Meeting

IX. ADJOURNMENT. 6:00 PM

Committee Members: (currently two vacancies)

Rick Greene, Vice-Chair; Michael Canning; Kathy Marshall, Victor Reuther; Megan McDrew.

Minutes were approved as submitted on a motion by McDrew, seconded by Marshall and a 3-0 voice vote on November 15, 2011. Note: McDrew, Marshall and Reuther are the only active members at the October 18, 2011 meeting.

Attest: Joe Mateer
Joe Mateer, Committee Liaison

2011 Meeting	01-18-11	02-15-11	03-15-11	04-19-11	05-17-11	06-28-11*	07-19-11	08-16-11	09-20-11	10-18-11	11-15-11	12-20-11
Michael Canning	X	X	X	X	X	O	~	O	O	X		
Rick Greene,	X	X	X	X	X	O	~	X	X	O		
Sly Holladay, Chair- Resigned	X	X	O	X	X	X		RESIGNED				
Kathy Marshall, Chair	X	X	O	X	X	X	~	X	O	X		
Victor Reuther, Vice-Chair								X	X	X		
Megan McDrew									X	X		
Vacant												

X = Present; O = Absent; ~ = Meeting cancelled. * In lieu of JUNE 21, 2011 Cancelled meeting.

Arcata Municipal Code Section 2204.C. Committees. 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.