

POSTED ON:

**CITY OF ARCATA  
ECONOMIC DEVELOPMENT COMMITTEE MEETING  
MEETING AGENDA**

Redevelopment Office Conference  
Room  
525 9<sup>th</sup> Street, Arcata

May 9, 2011  
Monday, 5:03 P.M.

## MINUTES

**ROLL CALL** Patrick (Chair), Gainer (Vice-Chair), Gray-Reneberg, Woodward, Prescott, Mohland, Witzel

Staff: Tim Lorenzo, Larry Oetker  
Public: David Narum  
Absent: Perry Gray-Reneberg

**I. APPROVAL OF MINUTES- April 11, 2011 Regular Meeting**

Motion: Jane	Second: Bill
Ayes: 5	Noes: 0

**II. ORAL COMMUNICATIONS: None**

**III. COMMITTEE COMMENTS/COMMUNICATIONS:**

**IV. PRESENTATIONS** – Greenway Partners; David Narum provided a discussion briefly on the contents of the Business Incubator Feasibility Study. This was a CDBG grant funded PTA grant.

**V. OLD BUSINESS**

**Business Incubator Feasibility Study;**

- Separate actions items within the study, determine who is going to do these actions?
- Post a draft of the study to the City's website.
- Members to bring action items to the June meeting.
- Review the study for completeness to meet the grant requirements where the committee can accept and have the council accept it for the grant requirements.
- Bring comments back to the June meeting.
- Send comments to Tim to pass on to all EDC members.

**VI. Partner Contracts;**

POSTED ON:

- 1) Committee reviewed the scope of work
  - Request that report formatting is the same from all partners.
  - It appears that not all of the partners addressed the work vs. the scope of work.
  - It appears that MainStreet didn't deal with a majority of contract items in the scope of work.
  - City to provide a chart as a template for identifying deliverables or follow the film commissions format.
  - Jane to send changes or recommendations to Nicole or Tim.

**VII. NEW BUSINESS:** Reviewed and prioritized Jane Woodward's future Agenda items and future goals.

**VIII. STAFF REPORTS/COMMUNICATIONS**

**A. The Index for Economic Activity for Humboldt County. Information only.**

Archives are available at: <http://www.humboldt.edu/econindex/>

**B. EDD labor market reports:**

Are available at: <http://www.labormarketinfo.edd.ca.gov>

**C. Copies of the Audio Minutes: are available by request,**  
contact [tlorenzo@cityofarcata.org](mailto:tlorenzo@cityofarcata.org)

**D. Approved minutes can be found at the City's website.**  
[www.cityofarcata.org](http://www.cityofarcata.org)

**E. Business Loan reports:** Humboldt Flakeboard asked for another extension of their interest only payment, the City's loan advisory Committee approved a 1 year extension of an interest only payment. Humboldt Flakeboard meet with the City's loan advisory committee to give them an update.

**F. Resignations: Perry Gray-Reneberg**

**IX. FUTURE AGENDA ITEMS**

- A. Quarterly review of partners contracts with Arcata city.**
- B. Submit action items from current feasibility study from Greenway Partners**
- C. Current loan updates**
- D. Review of all projects started April 2011.**
- E. Microloan Partnerships.**
- F. Projected Economic Shortfall and Disasters.**
- G. Examine potential for revitalization of vacant and underutilized parcels in the downtown area. (October)**

POSTED ON:

**X. COMMITTEE ATTENDANCE 2011**


	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Term ends
Margaret Gainer	X	*		X	X								2010
Perry Gray-Reneberg	X	*	X										2012
Stephanie Witzel		*		X	X								2013
Josh Mohland	N/A	*	X	X	X								2012
Jane Woodward	X	*	X	X	X								2014
Bill Prescott	X	*	X	X	X								2014
Melanie Patrick	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."

**XI. ADJOURNMENT**

**6:59 P.M.**

Attest:

  
Tim Lorenzo, Committee Liaison