

Minutes
City of Brookings
Economic Development Committee (EDC)
Downtown Development Subcommittee
Council Chambers 898 Elk Drive November 10, 2004

I. *Call to Order*

Chair Mefford called the meeting to order at 2:00 p.m. The following were present: committee members Rick Bishop, Frances Johns-Kern, Dave Gordon; Economic and Urban Development Director Ed Wait, and Assistant Planner Dianne Snow.

II. *Minutes*

1. Review and approval of minutes from 9-8-04, 10-8-04, and 10-14-04
Gordon moved, a second followed and minutes for the above referenced meetings were unanimously approved as written.

III. *Staff Reports – updates and information*

1. Review and adoption of the Downtown Business District (DBD) has been put on hold with the recent passage of Measure 37. The City is researching the implications of Measure 37 and considering the liability involved when adopting changes to the Ordinance. There was discussion about requesting the City Council to announce that the Brookings Downtown Master Plan can be used as recommended design standards when property owners within the draft DBD want to proceed with development. Wait will discuss this with the City Manager.
2. Or. Department of Transportation (ODOT) will continue with the downtown parking study.
3. ODOT's resurfacing project for Hwy. 101 will also move forward.

IV. *Old Business*

1. It was decided that discussion of Tim Patterson's memo would be considered when further review, and possible adoption, of the DBD occurs. Mefford will inform Patterson about this delay.

V. *New Business*

1. The committee will move forward with meetings to consider DBD signage, lighting, and architectural design. A future meeting will also discuss plans for the welcome signs at the north and south end of city limits.
2. As a result of the recent election the committee now has two City Councilors among its members, Johns-Kern and Gordon. Gordon stated he will be stepping down from the committee and from the Economic Development Committee (EDC). As he represents the Chamber of Commerce, the Chamber will appoint a replacement.

3. The committee discussed Christmas decorations. Concerns were expressed regarding the Chamber of Commerce's decorations. The committee will monitor the state of this year's decorations and possibly recommend improvements next year. Wait will check on the status of the City's Christmas tree. Bishop is willing to help organize decoration efforts.
4. The DBD trash cans were discussed. Wait and Medford will discuss options for completing this project.
5. Some members of the committee have not been able to attend many meetings. When meetings resume in 2005, consideration will be given to this matter.

VI. *Next Meeting Date*

The next meeting date will be Jan. 19, 2005 at 2:00 p.m.

VII. *Adjournment*

The meeting adjourned at 3:20 p.m.

Respectfully submitted,



Dianne Snow, Assistant Planner