

Minutes
City of Brookings
Economic Development Committee (EDC)
Council Chambers 898 Elk Drive January 13, 2005 7:00 p.m.

I. Call to Order

Chair John Zia called the meeting to order at 7:00 p.m.

II. Roll Call/Introductions

In attendance were Committee members Frances Johns Kern, Jeremy McVeety, Don Mitchell, David Freeman, Toni Mefford, John Zia, Elizabeth Smith, Jay Patel, Dorothy Garvin, Peggy Goergen, Rick Bishop and Kathy McCourt.

Absent were Committee members Chris Nichols and Shelly Eaton.

Brookings staff present were Ed Wait, Community Development Director, Dianne Snow, Senior Planner and Linda Barker, Administrative Secretary

Also present were four members of the public.

III. Review and approval of previous meeting's minutes

Minutes of December 9, 2005 meeting

Johns Kern moved, a second followed, and by voice vote the Committee unanimously approved the minutes of the December 9, 2005, meeting as written.

IV. Addition of items to agenda if needed

None

V. Scheduled Public Appearances

None

VI. Unscheduled Public Appearances

None

VII. Staff Reports/Updates/Information

A. Dianne Snow, Assistant Planner

Snow reported the Planning Commission will be sending a favorable recommendation to the City Council for amendments to Section 148, *Annexation*, of the Land Development Code. The amendments would remove old redundant language and streamline the annexation process. She said the Planning Commission has a small annexation on their agenda for February as well as a 5-lot subdivision. She introduced the new Community Development Director Ed Wait. Wait accepted the position when Leo Lightle retired.

B. Ed Wait, Community Development Director

Wait said that after assessing the City's profile internally for a number of months there was a restructuring that will streamline departments to deliver the best service to the public. The Community Development Department now includes planning, building, economic development, code enforcement, GIS, and public works inspections. Public Works is now a stand alone department and the City is advertising for a Public Works Director.

VIII. Sub-committee Reports

A. *Downtown Subcommittee*

1. *Replacement for Dave Gordon*

Garvin volunteered to fill the position on the Downtown Subcommittee opened with Dave Gordon's election to the City Council and subsequent resignation from the Economic Development Committee.

B. *Schedule meetings for Healthcare and Annexation Subcommittees*

1. *Healthcare*

Mefford was added to the Healthcare Subcommittee and will coordinate the meetings until a chair is chosen. Wait will represent City staff on the subcommittee. The first meeting of the group will be January 24 at 2:00 p.m.

2. *Annexation*

Snow will represent City staff on the subcommittee. Mitchell and McVeety will join Johns Kern and Freeman on this subcommittee with Freeman serving as chair. Their first meeting will be Thursday, January 20 at 4:00 p.m.

IX. Old Business

Chair Zia said he had spoken with County Planning Director Grant Young who was willing to come speak to the group about development in Harbor. Discussion ensued and it was decided to keep to the previously set schedule and have Young speak on development and annexation in March. February's speaker will be on healthcare. The Healthcare Subcommittee will work with Wait to obtain a speaker.

Mitchell asked if the EDC would need a facilitator to handle the annexation issue and Wait suggest Jeff Griffin, a member of the Governor's office. Wait will contact Griffin. Freeman, Chair of the Annexation Subcommittee, will speak with City Manager Blodgett to get background material on the subject.

A. *Welcome Signs—Dianne Snow, Assistant Planner*

Snow reported the existing sign at the north end of Brookings was faded and overgrown with brush. There is a small sign in the Botanical Garden at the south end of town which she thought was owned by the Garden Club and therefore unofficial. She has contacted ODOT about their permitting process for new welcome signs and said they are supportive of the idea. It was decided the Downtown Subcommittee will continue their work on signage and come back to the main committee with recommendations of the type, placement and location of welcome signs.

B. *Park Use Fees—Linda Barker, Administrative Secretary*

Barker summarized existing use fees and procedures for reserving City parks. She said Azalea Park is the most reserved park, being reserved 25 times from June through September 2004, bringing in \$1,118 in revenue for the City. City staff is preparing a fees booklet which will look at the fee structure and will present this to City Council once the study is done.

C. *Summary of Swim All Year (SAY) Committee—Frances Johns Kern, Councilor and Chair of SAY Committee*

Johns Kern said the SAY Committee first met in 1999 and had their last meeting in late 2001. After much study SAY determined it was not feasible to cover the existing pool and recommended the City acquire other property big enough to house a covered swimming pool and community/recreation center. Drawbacks to the plan were funding for land acquisition, building and upkeep. Finding a large enough piece of property also was an obstacle. The EDC members discussed the need for a covered pool with a consensus that multiple agency involvement may be necessary to make it happen.

D. Mitchell said funding is available from DEQ to do a county-wide study on the feasibility of building a composting facility.

E. There was committee discussion on affordable housing and family-wage jobs.

X. New Business

Wait reported the Chamber of Commerce's Business Outlook Conference will be January 25 at the Elks Lodge.

XI. General Discussion/Committee Comments

Chair Zia asked that this item be stricken from future agendas as there is plenty of opportunity for member discussion. The Secretary agreed this item will not be included in future agendas.

XII. Work Items for next or future meetings

At the next meeting a full hour will be dedicated to the report on healthcare.

XIII. Next Meeting Date

The next meeting will be February 10 at 7:00 p.m.


XIV. Summary of action items

The EDC assembled two subcommittees and set meeting dates for those groups. Zia will procure a speaker for the March meeting.

XV. Adjournment

With no further business before it, the Committee adjourned at 8:22 p.m.

Respectfully submitted,



Linda Barker
Administrative Secretary