

Economic Development Committee
Meeting Minutes

November 13, 2009

Present: Douglas Clark, Susan Fuller, Jason Lenk, Chris Mueller, and Tom Elliott

Absent: None

Staff Present: Jim Campbell

I. Call to Order

The meeting called to order at 7:33 am.

II. Approval of Agenda

The agenda was approved as presented.

III. Public Comments

There was no public comment at this time.

IV. Approval of the Minutes

The minutes of October 23, 2009 were approved as presented.

V. Business Retention, Expansion, and Visitation Program

The Committee went through the draft list of questions developed by Tom Elliott. Mr. Elliott stated that he would take the comments from today's meeting and prepare another draft for the next meeting. There was some discussion regarding the confidentiality of the information gathered and how it would be affected by the Right-to-Know law. Mr. Campbell will check with the Town Attorney.

In addition, the Committee went through the draft letter that will go to the business owners in town describing what the Committee is attempting to do with the Business Retention and Expansion (BRE) Program. There were some suggested changes to the letter that Mr. Campbell will incorporate and bring back to the Committee.

The Committee was also presented with a list of businesses in the Town of Durham. The Committee agreed that the list will need to be updated and compared with the DBA list. There was some discussion on what to do with home occupations and this will need further discussion.

VI. Discussion on list of items for EDC to work on that will be sent to Town Council

Doug Clark spoke about the conversation he had with Chair Mueller on a list of projects the EDC could work on. The original list had two items on it but Mr. Clark thought that there should be more choices for the Council to choose from.

The discussion went off topic and the Committee discussed on the Charrette. After several minutes, the Committee again discussed a list for the Town Council. The following is a list of items discussed by the EDC for the Town Council to consider.

1. Define industry/identity
2. Continuation of the B. Dennis Charrette work – should the EDC take it on?
3. Should the town form an economic development corporation
4. Transfer of Density/Development or Density Transfer Credits
5. Public Relations – internal and external

VII. Other Business (Old and New)

Old Business – The Town Council received an application from Richard England to fill the alternate member vacancy. The Committee agreed that the applicant will be a good addition to the Committee considering his background.

New Business – The Committee discussed Wi-Fi in the downtown and Luke Vincent, MIS Director, was present for the discussion. The Committee discussed the possible boundaries for the network and concluded that the Central Business District is the place to start. Mr. Vincent and Mr. Campbell will map the boundaries. Mr. Vincent also discussed the importance of working with the University on this project.

The Committee then discussed the topic of residency requirements for the EDC. Chair Mueller explained that this would only be for “non-statutory” committees. The Committee agreed that it would be okay for non-residents to be on the EDC but the Council should put some controls in place.

VIII. Next Agenda and Assignments

This item was not discussed.

IX. Adjournment

The meeting adjourned at approximately 9:10 am.

Susan Fuller, Acting Secretary