

MINUTES
ECONOMIC DEVELOPMENT COMMISSION
Thursday, January 17, 2012 3:00 P.M.
Burdell Conference Room
75 Rowland Way #200



THE CITY OF
NOVATO
CALIFORNIA

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Mayor
Denise Athas
Mayor Pro Tem
Pat Eklund
Councilmembers
Madeline Kellner
Eric Lucan
Jeanne MacLeamy

City Manager
Michael Frank

Commission Members

Present: John Williams, Chair
Coy Smith
Peter Pelham
Harry Thomas
David Winton
Tim Howard

Staff Present Peggy Flynn & Chris Stewart

A. CALL TO ORDER

The meeting was called to order at 3:10 PM

B. APPROVAL OF FINAL AGENDA

*Motion by Commission Member Thomas seconded by Commission Member Pelham to approve the agenda. **Approved 5-0***

C. PUBLIC COMMENT

There was no public comment.

D. CONSENT CALENDAR

D - 1 Approval of Minutes of EDC Meeting on November 13, 2012

*Motion by Commission Member Thomas seconded by Commission Member Smith to approve the November 13, 2012 Meeting Minutes. **Approved 5-0***

E. GENERAL BUSINESS

E- 1 Opening Comments: Chair John Williams

The Chair opened the meeting

E - 2 Introduction of the City's new Hamilton Base Reuse Director

Mr. Stewart introduced Mr. Ward and asked him to give a brief overview of his work at the Presidio Trust.

E – 3 Theater District Study

Mr. Stewart reported that the City had engaged the Marin Economic Forum to assess the potential benefits of locating a multi-screen theater in downtown Novato and the redevelopment of the old Novato Theater.

E – 4 Retail Leakage Study Proposal

Mr. Stewart reviewed the proposed scope of work prepared by Chabin Concepts and Marketek and gave some background on the two firms.

*Motion by Commission Member Pelham seconded by Commission Member Smith to approve the contracting with Chabin Concepts and Marketek to do the Retail Leakage Study. **Approved 5-0***

E – 5 Presentation of Economic Development Manager's priorities for 2013

Mr. Stewart reviewed his priorities for 2013 and answered questions.

F. COMMISSION / STAFF COMMENTS

F – 1 Next Meeting:

Chairman Williams recommended that the Commission meet every fourth Thursday of each month.

*Motion by Commission Member Pelham seconded by Commission Member Thomas to approve the Commission meeting every third Thursday of each month. **Approved 5-0***

G. ADJOURNMENT

*Motion to adjourn was made by Commission Member Thomas and Seconded by Commission Member Smith to adjourn at 5:15 P.M. **Approved 5-0***