

# ECONOMIC DEVELOPMENT COMMISSION



## Public Notice of a Regular Meeting

Please be advised that the City of Richmond Economic Development

Commission will hold its regular meeting on **February 10, 2021 - 11:30 a.m. -1:00 p.m.**

### **ALL COMMISSIONER MEMBERS WILL PARTICIPATE VIA TELECONFERENCE CORONAVIRUS DISEASE (COVID-19) ADVISORY**

Due to the coronavirus (COVID-19) pandemic, Contra Costa County and Governor Gavin Newsom have issued multiple orders requiring sheltering in place, social distancing, and reduction of person-to-person contact. Accordingly, Governor Gavin Newsom has issued executive orders that allow cities to hold public meetings via teleconferencing. Both

<https://www.coronavirus.cchealth.org/> and <http://www.ci.richmond.ca.us/3914/Richmond-Coronavirus-Info> provide updated coronavirus information.

DUE TO THE SHELTER IN PLACE ORDERS, participation in the Economic Development Commission will be by teleconference only. Public comment will be confined to items appearing on the agenda and will be limited to the method provided below. Consistent with Executive Order N-29-20, this meeting will utilize teleconferencing only. The following provides information on how the public can participate in this meeting.

#### **How to watch the meeting from home: By Computer, Tablet or Mobile Device**

The meeting may be accessed by using the following Zoom meeting link

1. <https://zoom.us/j/97452987877?pwd=STB4VIFwK2MrV2czWVdiRi9FTEJDQT09>
2. Webinar ID: 974 5298 7877
3. Passcode: 060299

#### **By Telephone:**

1. US: +1 669 900 6833 or +1 253 215 8782 or +1 346 248 7799 or +1 929 205 6099 or +1 301 715 8592
2. Webinar ID: 974 5298 7877
3. Passcode: 060299

#### **Public comments may be submitted:**

1. Via email to [gabino\\_arredondo@ci.richmond.ca.us](mailto:gabino_arredondo@ci.richmond.ca.us). Email **MUST** contain in the subject line 1) open forum for public comments – not on the agenda or 2) public comments – agenda item #\_\_\_ **[include the agenda item number]**. All comments must be submitted on or before Wednesday, February 10, by 10:00 am.

*The City cannot guarantee that its network and/or the site will be uninterrupted. To ensure that the City Council receives your comments, you are strongly encouraged to submit your comments in writing in advance of the meeting.*

#### **Record of all public comments:**

All public comments will be considered a public record, put into the official meeting record. All public comments will be available after the meeting as supplemental materials and will be posted as an attachment to the meeting minutes when the minutes are posted.

#### **Accessibility for Individuals with Disabilities**

Upon request, the City will provide for written agenda materials in appropriate alternative formats, or disability-related modification or accommodation, including auxiliary aids or services and sign language

interpreters, to enable individuals with disabilities to participate in and provide comments at/related to public meetings. Please submit a request, including your name, phone number and/or email address, and a description of the modification, accommodation, auxiliary aid, service or alternative format requested at least two days before the meeting. Requests should be emailed to [gabino\\_arredondo@ci.richmond.ca.us](mailto:gabino_arredondo@ci.richmond.ca.us) or submitted by phone at 510-620-6606. Requests will be granted whenever possible and resolved in favor of accessibility.

**Effect of Advisory on In-person public participation**

During the pendency of the Executive Order N-29-20, the language in this Advisory portion of the agenda supersedes any language below in the meeting procedures contemplating in-person public comment.

**ALL COMMISSIONER MEMBERS WILL PARTICIPATE VIA TELECONFERENCE**

**CHAIR**  
Vacant

**- AGENDA -**

**VICE-CHAIR**  
Ayoka Medlock-Nurse

Ahmad Anderson  
Tina Brown  
Ana Delgado  
James Lee  
Andrew Perroy  
Qiana Riley  
Gloria Jean Sewell-  
Murphy  
Audrey D. Shields  
Diana Wear  
Orrian Willis  
Reza Yazdi

**Council Liaison:**  
Demnlus Johnson III

**Staff:**  
Gabino Arredondo  
Shasa Curl  
Dominique Green  
Shane Johnson  
Thomas Omolo

1. 11:30 am - Call to Order
2. Roll Call & Check in
  - A. Welcome New Member
3. Approval of Minutes
  - A. 1-13-2021 Meeting
4. Report from City Council
5. Old and/or New Business (20 minutes)
  - A. Economic Development Action Plan (EDAP)
    1. HR&A presentation
  - B. Election of Chair
6. Committee Reports
  - A. Policy - Lead Ayoka
  - B. Community Engagement - Diana
  - C. Taste of Richmond (Postponed 2021) - No Report
  - D. Cannabis - Lead Ayoka
7. Staff Reports (15 mins)
  - A. GO-Biz Type-1 grant application - Thomas
  - B. Update on New Commissioners - Dominique
  - C. Vaccine Center, Richmond Auditorium - Thomas/Gabino
8. Public Comments/Announcements/Handouts
9. Next Meeting Date: March 10, 2021
10. 1:00 pm - Adjournment

Note: The EDC Ordinance on back page of the agenda

## **56.060 - Officers.**

The commission shall elect from among their own number a chairman and a vice-chairman who shall serve in such capacity for one year. In the case of a vacancy in the position of chairman or vice-chairman, the commission shall elect a successor who shall serve for the predecessor's term. The commission shall appoint a secretary who may be, but need not be, a member of the commission.

## **3.56.070 - Powers and duties.**

The specific powers and duties of the commission are as follows:

- (a) Work with state and local agencies, governing bodies, public and private organizations as appropriate to encourage economic development in the City;
- (b) Promote the interests of commercial and industrial development in metropolitan Richmond while giving due consideration to the interests of the neighborhoods and the overall quality of life in the City;
- (c) Review and comment on the City's program of providing economic development, business information and economic promotion services to the business community;
- (d) Review and comment on opportunities for enhancing economic development through major public works projects, emerging growth industries, annexations, use of redevelopment, ports development, etc.;
- (e) Review and comment on programs which may enhance employment of Richmond residents;
- (f) Perform other tasks related to the City's economic development as requested by the City Manager or City Council.

## **3.56.080 - Meetings.**

The commission shall hold its first meeting within thirty days after all of its members have been appointed. At such meeting, the commission shall fix the time and place of regular meetings of the commission which shall not be less frequent than once each month. All meetings of the commission shall be open to the public.

## **3.56.090 - Rules and records.**

The commission shall adopt rules for the transaction of the business of the commission, which rules shall, among other things, include the term of the secretary of the commission, the manner of calling and giving notice of special meetings and hearings, and the appointment and powers of standing committees. The commission shall keep records which shall be open to the public of its resolutions, transactions, motions, orders, findings and determinations.

# MINUTES OF MONTHLY MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION

January 13, 2021

The Richmond Economic Development Commission's monthly meeting convened at 11:30 AM on January 13, 2020, over a publicly accessible Zoom meeting.

Call to Order 11:35 PM by Acting Chair, Ayoka Nurse

1. **Roll Call:**

A quorum was present with commission members A. Nurse (Vice-Chair), T. Brown, J. Lee, A. Shields, D. Wear, A. Perroy, R. Yazdi and O. Willis

2. **Absent:**

A. Delgado, Q. Riley, and V. Wong

3. **Staff:**

Gabino Arredondo, Thomas Omolo, Samantha Carr, and Shasa Curl

4. **Council Liaison:**

Demnlus Johnson III

5. **Guest:**

6. **Minutes:**

1<sup>st</sup> – A. Shields, 2<sup>nd</sup> – D. Wear, and Unanimous Approval

7. **Presentation:**

- Gabino Arredondo – Reviewed four questions provided by HR&A Advisors. Commissioners voiced their opinion for HR&A to concentrate on COVID-19 relief, primarily; technical assistance to complete the applications, a document that explains what a business need and should expect when applying for COVID-19 relief, concentrate on helping Richmond businesses, create a list of considerations when deciding whether to stay open, reduce hours or close, improve decimation of material to Richmond businesses, and increase usage of listserve to distribute information. The video from the meeting will be shared with HR&A.
- Commissioner discussed the process for electing a new Economic Development Chair. Commissioners will send Gabino their nominations or their desire to be nominated as Chair. Interested commissioner can share their desires for being chair to Gabino in an email which will be shared with all commissioners.

8. **Committee Reports:**

- Cannabis Subcommittee – Ayoka met with City staff to discuss the next steps for a Cannabis Equity Ordinance. After the meeting, it was determined that the best next step would be to apply for GO-Biz Type-1 Equity Cannabis Funding to do an Equity Assessment in Richmond. The

Equity Assessment will provide vital information in creating an equity ordinance that is tailored for Richmond. Ayoka also contacted some people from Policy Link to explore options for addressing gaps currently in Richmond's cannabis industry.

- Community Engagement – Fold the work into HR&A. Once we get to the next steps, the Environmental Action Plan will engage in its community engagement goals. It will be phased in with HR&A.
- Taste of Richmond – The City has sent RPAL an addendum of the Fiscal Sponsorship Agreement to extend the terms till January 1, 2022. Discussed the possibility of moving the event to another location, which will be assessed more when the county allows for group gatherings.
- Policy – Orian Willis and Ayoka have discussed a workforce development plan and compared San Francisco's best practices to Richmond's programs. See what programs the City can do differently, such as incentive programs. A landscape analysis to identify large employers, where the businesses are struggling, how can workforce development programs shore up the shortcomings and work with workforce development and local education entities to attract more businesses to Richmond.

9. **Report from City Council:**

10. **Staff Reports:**

Gina Baker – The minimum wage ordinance was implemented in 2017; it was updated in October to increase the minimum wage for 2021 to \$15.21. Other than the increase, there have been no changes to the ordinance.

Thomas Omolo – Provided an additional update on the status of the Surplus Land Act and next steps. The Richmond City Council approved the list of Surplus Properties and Exempt Surplus Properties. The next steps include completing a Notice of Availability, creating a Surplus website, and submitting NOA's to California Housing and Community Development Corporation.

Dominique Green – Shared an overview of the Small Business Ad Hoc Group and items discussed by this group, will highlight local businesses on the Mayor's Social media pages,

11. **Public Comments/Announcements/Handouts Presentation:**

12. **Next meeting:** 2/10/2020

13. **Adjournment:** 1:00 P.M.