

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 **October 13, 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/93877687441?pwd=TUJIY2pDMnRpV2IKTXpEUHpubXVQdz09>
2. Webinar ID: 938 7768 7441
3. Passcode: 097044

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: 938 7768 7441
3. Passcode: 097044

Public comments may be submitted:

1. Via email to 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, October 13, 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 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

- AGENDA -

CHAIR
Ayoka Medlock-Nurse

VICE-CHAIR
Ahmad Anderson



Tina Brown
La'Tanya Dandie
Brandon Evans
Kapis James
James Lee
Kerby Lynch
Gloria Jean Sewell-
Murphy
Audrey D. Shields
Diana Wear
Orrian Willis
Reza Yazdi

Council Liaison:
Demnlus Johnson III



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

1. 11:30 am - Call to Order
2. Roll Call & Check in
 - a. N/A
3. Approval of Minutes
 - a. 9-8-2021 Meeting
4. Report from City Council
5. Old and/or New Business (30 minutes)
 - a. SCI Consulting Group, Cannabis Equity Program Workshop – Kyle Tankard – 20 minutes
 - b. EDC – Roles, Responsibilities and Expectations – 5 minutes
 - c. Andrea Portillo-Knowles – New director of RMSI introduction – 5 minutes
6. Committee Reports
 - a. Policy – Lead, A. Anderson
 - b. Community Engagement – Lead, D. Wear
 - c. Taste of Richmond (Postponed 2022) – Lead, B. Evans
 - d. Cannabis – Lead, A. Ayoka (provided by SCI Consulting Group)
 - e. Sustainability: Businesses/Industrial Hemp & Expo/Assessment – Lead, Gloria Jean Sewell-Murphy
7. Staff Reports (20 mins)
 - a. Finance Department
 - i. Measure U Update – Finance Department Staff – 5 min
 - b. City Manager's Office
 - i. Manufacturing Day – Review – 5 minutes
 - ii. Equity Assessment – Community Meetings – 5 minutes
 - c. Mayor's Office
 - i. Update on Commissioners – Dominique– 5 Minutes
8. Public Comments/Announcements/Handouts
9. Next Meeting Date: November 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

September 8, 2021

The Richmond Economic Development Commission's monthly meeting convened at 11:30 AM on September 8, 2021, via Zoom webinar.

Call to Order 11:40 PM by Chair, A. Nurse

1. **Roll Call:**

A quorum was present with commission members: A. Nurse, A. Anderson, G. Sewell-Murphy, T. Brown, K. James, R. Yazdi, D. Wear, B. Evans, A. Shields, O. Willis,

2. **Absent:**

K. Lynch, J. Lee, and L. Dandle

3. **Staff:**

Thomas Omolo, Gabino Arredondo, Shasa Curl, Samantha Carr, Kyle Lam, Desiree Johnson

4. **Council Liaison:**

Demnlus Johnson III

5. **Guest:**

Kyle Tankard, Judith Taylor, and Alicia Gallo

6. **Minutes:**

1st – G. Sewell-Murphy, 2nd – K. James and Unanimous Approval

7. **Presentation:**

Kyle Tankard, City of Richmond Cannabis Social Equity – SCI Consulting group presented the Cannabis Equity Assessment and Equity Program Development Steps. Kyle provided progress for completing the Equity Assessment and the development of the Equity Program. Past outreach and education efforts include 7 one-on-one stakeholder interviews from August 16, 2021 – August 27, 2021. Next steps include hosting virtual community meeting to public on September 23rd, finalizing equity assessment report with presentation to City Council in October, and completion of equity ordinance draft in October with presentation to EDC in November. EDC recommended to include race and demographic information in the Equity Assessment.

Judith Taylor, *HR&A* – Provided overview and status of Richmond’s Business Investment and Attraction Strategy and discussed strategy, recommendations, and the timing of implementation. The strategies developed aim to create a culture of partnership and trust with stakeholders, strengthen the City’s business environment, and identify funding infrastructure investments to the built environment. Discussed strategy, recommendations, and implementation timing.

Commissioner Wear raised concern of community engagement and outreach; will be discussed in next meeting.

Samantha Carr, City Manager’s Office – Economic Development Department, Quarterly Updates Discussed Economic Development Accomplishments and Updates during Quarter 4, Fiscal Year 2020-2021.

8. **Committee Reports:**

- Policy – No update
- Community Engagement – No update
- Taste of Richmond – No update
- Cannabis – Will be meeting to discuss SCI Consulting presentation.
- Sustainability: Businesses/Industrial Hemp & Expo/Assessment: No update. Discussed mission draft in Agenda Packet

9. **Report from City Council:** No report received

10. **Staff Reports:**

Finance Department:

Desiree Johnson, Update on Measure U from: Going to City Council next month about administrative release to clarify grey areas of Measure U and business tax ordinances. Have been working with Managements Partners on community outreach. Have also been updating website with new information. Currently in processing of finalizing FAQ document and improving customer response.

City Manager's Office

Community Benefits Policy – Email Update will be Sent to Commissioners
Thomas Omolo, BAUM Manufacturing Day – Historically, a day to visit a manufacturing site within Richmond and to have discussions with the manufacturers and owners. Assessed comfort levels and interests of commissioners in participating in a manufacturing day.

Mayor's Office

Update on Commissioners – No update, there are still two commissioner vacancies.

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

Alicia Gallo announced a free program by Richmond Main Street for small businesses to start or upgrade their business. Program is twenty self-paced modules and also includes coaching, mentorship, and financial incentives. Additional information and promotional toolkit will be released in coming weeks. Invites community engagement team to promote program to small businesses in Richmond.

Cordell left a comment for public record that his surprise project is coming along well.

12. **Next meeting:** October 13, 2021

13. **Adjournment:** 1:14 PM



CITY OF

Richmond CALIFORNIA

City of Richmond Cannabis Social Equity

PRESENTED BY:

KYLE TANKARD

SCI CONSULTING GROUP

OCTOBER 13, 2021

Agenda

- Update on Cannabis Business Demographics
- Barriers to Entry
- Equity Program Components:
 - Eligibility Criteria
 - Program Services and Benefits
- Next Steps

Cannabis Business Demographics

➤ Current Cannabis Businesses:

Type	Operational Cannabis Businesses
Retail (Dispensaries)	3
Cultivation	8
Manufacturing	1

- All businesses contacted via telephone:
- Asked to participate in voluntary survey
 - Spoke to two owners, only received one response
 - Rest of businesses were unresponsive

Survey Results

Q1

Please list the number of owners of your business.

4

Q2

Please list the number of owners that identify with the following races/ethnicities:

Black or African American	1
White/Caucasian	3

Q3

Please list the number of owners that identify with the following genders:

Female	2
Male	2

Q4

Please list the sexual orientation of your owners:

Heterosexual/Straight	3
Homosexual/Gay	1

Q5

How many employees are currently employed at your company?

18

Q6

How many employees are richmond residents?

8

Q7

What are your hiring practices?

Best fit for job / transportation, perceived reliability, local a plus

Q8

Please list the number of employees that identify with the following races/ethnicities:

Asian or Pacific Islander	3
Black or African American	2
White/Caucasian	7
Hispanic or Latino	6

Q9

How many managers are currently employed at your company?

4

Q10

Please list the number of managers that identify with the following races/ethnicities:

Black or African American	1
White/Caucasian	2
Hispanic or Latino	1

Barriers to Entry

Financial:

- Access to capital or financing – start-up and operational
- Access to real estate
- High Fees & Taxes

Technical:

- General business ownership
- Lack of industry knowledge / legal and regulatory rules
- Difficult application and permitting processes
- Awareness of opportunities

Criminal:

- Existing Criminal records

Other:

- Distrust of government
- Caps on number of licenses
- Social stigma associated with Cannabis industry
- Zoning

Potential Program Services/Benefits

Financial Assistance:

- Loans/Grants for Financing Capital ★
- Fee Deferral or Reduced Fees ★
- Training and Certification Fees ★

Administrative/ Technical Assistance:

- Application Assistance and Workshops ★
- Pro bono Legal Assistance ★

Business Acumen:

- General Business Development Training ★
- Cannabis Specific Business Development Training ★
- Cannabis Regulatory Compliance Training ★
- Workforce Development ★

Other:

- Expedited Application, Permitting, and Plan Check Review ★
- Additional Permits Reserved for Equity Applicants ★
- Public Outreach, Education, & Awareness Campaign Outreach ★
- Incubator / Shared Use Facilities / Apprenticeship Program ★★
- Record Expungement Program ★

Funding Level: ★ Low ★ Medium ★ High

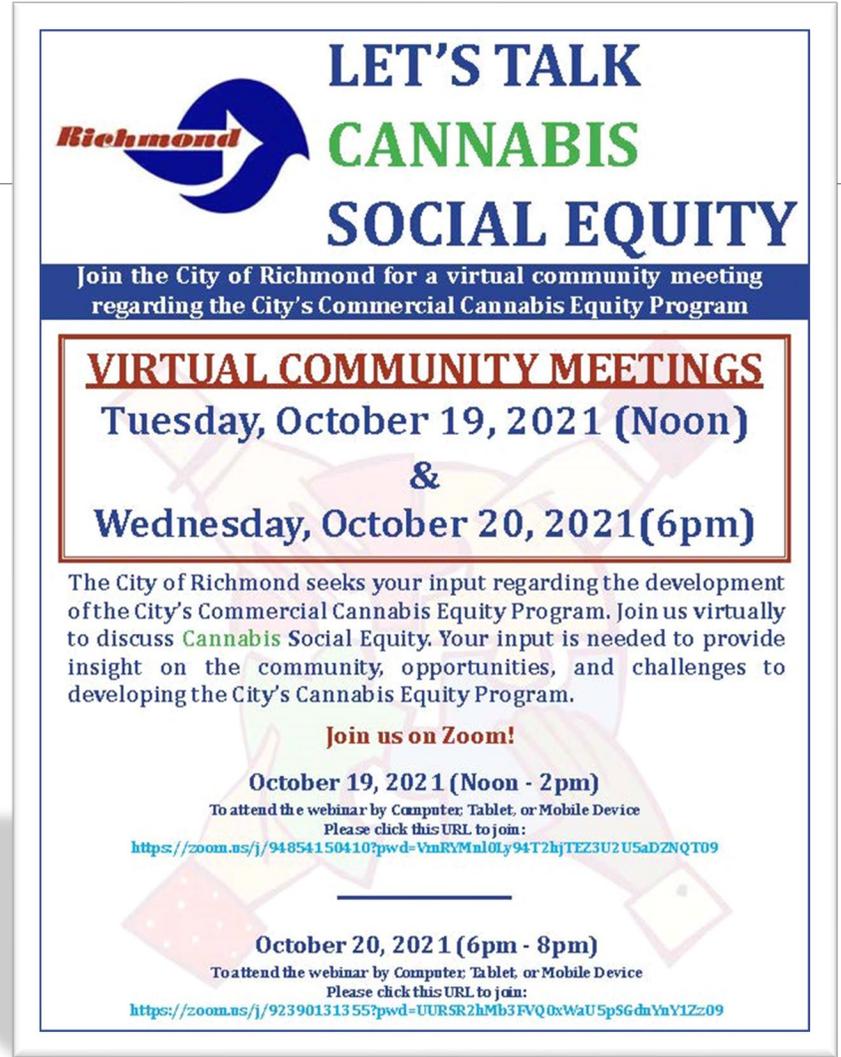
Key Recommendations

- Streamlined Application Process
 - Provisional/Conditional Approval
 - Removal of requirement to secure location
- Permits Reserved for Equity Applicants
 - Increase retail permits (storefront or delivery)
- Financial Assistance:
 - Reduced fees or fee deferral
 - Loan and grant funding (requires State grant funding)
- Technical Assistance:
 - TA Program (workshops, training, & consultation)
 - Legal Assistance
- Incubator Program
 - City-leased property
 - Shared use manufacturing facility
- Outreach, Education, & Awareness Campaign
- Record Expungement Program

Next Steps

Task 1: Cannabis Equity Assessment

Quantitative Data Collection	Completed
Equity Assessment & Analysis	Underway
Community Meetings	Oct 19th & 20th
City Council (Presentation)	October 26



LET'S TALK CANNABIS SOCIAL EQUITY

Join the City of Richmond for a virtual community meeting regarding the City's Commercial Cannabis Equity Program

VIRTUAL COMMUNITY MEETINGS
Tuesday, October 19, 2021 (Noon)
&
Wednesday, October 20, 2021 (6pm)

The City of Richmond seeks your input regarding the development of the City's Commercial Cannabis Equity Program. Join us virtually to discuss Cannabis Social Equity. Your input is needed to provide insight on the community, opportunities, and challenges to developing the City's Cannabis Equity Program.

Join us on Zoom!

October 19, 2021 (Noon - 2pm)
 To attend the webinar by Computer, Tablet, or Mobile Device
 Please click this URL to join:
<https://zoom.us/j/94854150410?pwd=VmRYMnl0Ly94T2hjTEZ3U2U5aDZlZ09>

October 20, 2021 (6pm - 8pm)
 To attend the webinar by Computer, Tablet, or Mobile Device
 Please click this URL to join:
<https://zoom.us/j/92390131355?pwd=UURSR2hMb3FVQ0xWaU5pSGdnYnYlZz09>



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The City of Richmond City Manager's
Office Economic Development invites
you to:

RICHMOND COMMUNITY BENEFITS POLICY COMMUNITY MEETINGS

- Learn about the development of a city-wide Community Benefits Policy

- Share your ideas and priorities for what should be included in the policy

- For more information visit:
tinyurl.com/RichmondCBP



Community Input Meeting 1

- Date: Wednesday, October 13, 2021

- Time: 6:00 PM

- Register here:
tinyurl.com/richmondCBmtg1

Servicios de interpretación en español están disponibles a petición al registrarse 48 horas antes de los talleres (510) 620-6512

Community Input Meeting 2

- Date: Thursday, October 14, 2021

- Time: 12:00 PM

- Register here:
tinyurl.com/richmondCBmtg2

