

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 **December 8, 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=TUJIY2pDMnRpV2lKTXpEUHpubXVQdz09>
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, December 8, 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
Arnon Oren
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. 11-10-2021 Meeting
4. Report from City Council
5. Old and/or New Business (30 minutes)
 - a. Attendance Requirements– Ayoka Medlock-Nurse – 5 minutes
 - b. Green Blue New Deal – Samantha Carr – 10 minutes
 - c. Port Labs – Sal Bednar – 15 minutes
6. Committee Reports – 20 minutes
 - 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
 - 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. Cannabis Equity Manual – Richmond City Council Meeting
 - c. Mayor’s Office
 - i. Update on Commissioners – Dominique– 5 Minutes
8. Public Comments/Announcements/Handouts
9. Next Meeting Date: January 12, 2022
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

November 11, 2021

The Richmond Economic Development Commission's monthly meeting convened at 11:35AM on November 11, 2021, via Zoom webinar.

Call to Order 11:35 AM by Chair, A. Nurse

1. Roll Call:

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

2. Absent:

A. Shields, R. Yazdi, L. Dandie, J. Lee

3. Staff:

Gabino Arredondo, Thomas Omolo

4. Council Liaison:

5. Guest:

Kyle Tankard, Andrea Portillo-Knowles

6. Minutes:

1st – G. Sewell-Murphy, 2nd – B. Evans

Presentation:

Kyle Tankard, City of Richmond Cannabis Social Equity – SCI Consulting Group. Presented the Cannabis Equity Assessment and Equity Manual Program Development steps. Kyle discussed the equity program's components and feedback received from the Cannabis Subcommittee and community meetings. Key points discussed includes adopting a program by December 13, 2021 to be eligible for state cannabis equity grant funding, program implementation – logic model, and proposed eligibility requirements. Upcoming Community Meetings on November 17, City Council Presentation of Draft Cannabis Equity Program Manual on November 23rd and Council Adoption on December 7th.

Gabino Arredondo, City of Richmond City Manager's Office. Presented Community Benefits Policy Shared the community benefits agreement websites where residents may find resources and documents pertaining the development of a city-wide Community Benefit Policy.

Andrea Portillo-Knowles, Executive Director – Richmond Main Street Initiative. Presented the Small Business Saturday Event on November 27th, 2021. Richmond Main Street has signed on to be a Neighborhood Champion with American Express and is hosting Small Business Saturday to encourage Richmond community to shop small and support local businesses.

Committee Reports:

Policy – Reviewed and commented on emerging growth industries, reviewed programs dedicated to increasing employment, researched city programs, gathered resident information needs on city and desire services, engaged with hired consultants, and engaged in various meetings.

Community Engagement – Discussed mission, purpose, and approach to community engagement and economic development in Richmond.

Taste of Richmond – No update.

Cannabis – Committee has been working with Kyle Tankard of SCI Consulting Group and will be having a upcoming committee meeting.

Sustainability: Businesses/Industrial Hemp & Expo/Assessment: Started conversations of strategies and implementations of sustainable practices in small businesses. Requested to have a conversation with HR&A about their previous presentations on sustainability.

Report from City Council: No report received

Staff Reports:

Finance Department:
No Updates

City Manager's Office

Economic Development Working Group – Presented website for the Economic Development Working Group. Items discussed at the Economic Development Working Group meeting included development of City-wide Buy Local Campaign and inclusion of youth in workforce and training.

Cannabis Equity Manual, Community Meeting – Community Meeting on November 16th for Cannabis Equity Manual.

Climb Higher, Living Wage Series – Webinar Series by CoBiz Richmond about Livable Wage opportunities

Additional Opportunities – Grant opportunities by Pacific Community Ventures for high tech new businesses; ICA Accelerator and Lab Programs

Mayor's Office

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

Public Comments/Announcements/Handouts Presentation:

Cordell Hindler left a comment for public record last week. Cordell has candidates in mind to fill empty commission seats. Reorganization Chart will be on the agenda on November 16th 2021. Additional comment inviting the Commission to CoBiz Richmond Competent Catwalk Event, \$20 a ticket.

7. **Next meeting:** December 8, 2021

8. **Adjournment:** 12:58 PM