

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 12, 2022 - 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=TUJJIY2pDMnRpV2IKTXpEUHpubXVQdz09>
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 lizeht_zepeda@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 12, 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 lizeht_zepeda@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 -

1. 11:30 am - Call to Order
2. Roll Call & Check in
3. Approval of Minutes
 - a. 9-14-2022 Meeting
4. Report from City Council
5. Report from EDC Chair
6. Old and/or New Business (30 minutes)
 - a. [RFQ](#) for cannabis equity program extended to October 7th.
 - b. SFBT completed & out
7. Committee Reports – 20 minutes
 - a. Policy – Lead, TBD
 - b. Community Engagement – Lead, D. Wear
 - c. Taste of Richmond (Postponed 2023) – Lead, B. Evans
 - d. Cannabis – Lead, A. Ayoka
 - e. Sustainability: Businesses/Industrial Hemp & Expo/Assessment – Lead, Gloria Jean Sewell-Murphy
8. Staff Reports (15 mins)
 - a. Finance Department
 - i. Measure U update - Jesson DeLeon
 - b. City Manager's Office
 - c. Mayor's Office
 - i. Update on Commissioners new commissioner to be approved at the October 18th council meeting– 5 Minutes
9. Public Comments/Announcements/Handouts
10. Next Meeting Dates: November 9, 2022 & December 14, 2022
11. 1:00 pm - Adjournment

CHAIR
Ahmad Anderson
VICE-Chair
Brandon Evans

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Daniel Heiss  
James Lee  
Kerby Lynch  
Ayoka Medlock-Nurse  
Andrea Portillo-Knowles  
Nicole Reams  
Gloria Jean Sewell-  
Murphy  
Diana Wear  
Orrian Willis  
Reza Yazdi

**Council Liaison:**  
Demnlus Johnson III

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Staff:
Lizeht Zepeda
Gabino Arredondo
Shasa Curl
Shane Johnson
Kyle Lam

Note: The EDC Ordinance on the 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.

Item 3.

MINUTES OF MONTHLY MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION

September 14th, 2022

MINUTES OF MONTHLY MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION

September 14th, 2022

The Richmond Economic Development Commission's monthly meeting convened at 11:40 AM on September 14th, 2022, via Zoom webinar.

Call to Order: 11:40 AM by Chair, A. Anderson

1. Roll Call:

A quorum was present with the following commission members: A. Anderson, A. Nurse, K. Lynch, G. Sewell Murphy, O. Willis, D. Wear, D. Heiss, R. Yazdi, R. Lee, N. Reams

2. Absent:

A. Portillo-Knowles, B. Evanss

3. Staff:

Lizeht Zepeda, Kyle Lam

4. Council Liaison:

5. Guest:

Justine Burt

6. Minutes:

1st – D. Heiss, 2nd – G. Sewell-Murphy

Presentation

Justine Burt, Project Manager, Richmond – Green-Blue New Deal Workforce Development Plan. Presentation by Justine Burt on the Green-Blue New Deal Workforce Development Plan. Kickoff meeting on June 21st and currently on a fifteen-month sprint to create deliverables, with the idea and goal to catalyzing at least one thousand new green/blue jobs for Richmond residents, to build a just, equitable, resilient, and sustainable future.

Main deliverables: Green New Deal Workforce Development Plan, Implementation Strategy, Community Toolkit, Building Decarbonization Job Analysis, Economic Development Insight Analysis (HR&A), and Community workshops and focus groups.

Current Accomplishments: Tabling at National Night Out, Completion of 34 informational interviews, Attended Marin Clean Energy Event, Presented to Economic Development Commission.

Next Steps: Scheduled to present at Richmond Neighborhood Coordinating Council, Richmond Bicycle and Pedestrian Advisory Committee, Management and Leadership Team, and Richmond Workforce Development Board; Receive community feedback for logo designs

Committee Reports

Policy

Looking for chair for policy. No update at this time.

Community Engagement

Commissioner Wear discussed that Community Engagement Subcommittee is ready to get started with reaching out and informing small business. Currently waiting for information and documentations from City.

Taste of Richmond

No Update at this time.

Cannabis

Commissioner Nurse discussed the RFP/RFQ that was recently released for the social equity ordinance. Cultivators have reached out and expressed desired to put on an Expo. Subcommittee has met with Economic Development Department to discuss aspects of the RFP.

Sustainability: Businesses/Industrial Hemp & Expo/Assessment

Commissioner Sewell-Murphy discussed attendance at the American Rescue Plan Act (ARPA) meetings to discuss allocation of ARPA funds. Commissioner Sewell-Murphy emphasized importance of rebranding Richmond's reputation to attract more businesses. It would be advantageous for Expo to showcase businesses and sustainability in Richmond, as well as showcasing Richmond's history and Richmond in general. Survey and expo are currently in draft form and will be discussed during next Economic Development Commission meeting.

Report from City Council: No report received

Staff Reports

Finance Department

New Fiscal Year has begun, department is currently collecting funds from businesses. Currently in development of one page pamphlet and will share with community engagement

subcommittee to handout. Department is doing outreach in key corridors. Department is on the final steps for sending out renewal notices for rentals.

City Manager's Office

Lizeht Zepeda discussed the appointment of a commissioner to be a part of the reviewing process for the Cannabis RFQ. Commissioner Heiss and Commissioner Lynch volunteered for the appointment.

Mayor's Office

No updates.

Public Comments/Announcements/Handouts Presentation: (Video Timestamp: 1:12:45)

Cordell Hindler welcomed Nicole Reams to the commission and also congratulated James Lee and Brandon Evans for re-appointment. Cordell has met with the youth council to ask youth to apply to vacancies in the Economic Development Commission.

Lizeht Zepeda read Cordell's comment: The commission is invited to El Cerrito Chamber of Commerce Mixer on September 2nd from 5-7:30 at the 174 El Cerrito Plaza.

The commission is also invited to Richmond Rotary Club weekly meeting on September 30th at the Richmond Country Club. Lunch is \$25. Steve Early and Suzanne Gordon will present on their new book.

7. Next Meeting: October 11, 2022

8. Adjournment: 1:09 PM