

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:



**January 10, 2024 - 11:30 a.m. -1:00 p.m. at the 450 Civic Center Plaza, 1st Floor:
Richmond Room**

- AGENDA -

1. 11:30 am - Call to Order

Diana Wear
CHAIR

2. Roll Call & Check in - (5 minutes)

Andrea Portillo-Knowles
VICE-Chair

3. Approval of Minutes - (5 minutes)
a. 12-13-2023 Meeting

4. Report from EDC Chair & Vice Chair - (5 minutes)

Crashelle Jackson

Daniel Heiss

Allison Huie

Christina Kenney

James Lee

Kerby Lynch

Gloria Jean Sewell-Murphy

Don Thompson

Orrian Willis

Reza Yazdi

5. Old and/or New Business (two parts) - (45 minutes)

Part 1: **Brainstorm a new working mission statement** — (15 minutes)

Part 2: **Developing a workplan for the coming year** — (30 minutes)

For those who appreciate time to prepare their responses in advance, we're providing them below. We'll have a fuller introduction to the issues at the meeting, but we want to give you a sense of what we hope to cover. Be concise with your answers so that everyone can contribute to the discussion—commissioners and staff are both invited to offer suggestions.

a. How might you envision supporting Richmond's businesses?

b. Where do you see yourself contributing to the success of the EDC?

c. Can you think of any tangible goals you'd like to see for these efforts?

d. Imagine a one-year timeline for this vision—from your perspective, what is reasonable or doable?

Council Liaison:

Cesar Zepeda
~~~~~

**Staff:**

**Lizeht Zepeda**

**Nannette Beacham**

**Shane Johnson**

**Kyle Lam**

6. Standing Committee Reports – (10 minutes)

Proposal for the coming year, Chair Wear — (2 minutes)

a. Sustainability: Businesses/Industrial Hemp & Expo/Assessment – Lead,  
Gloria Jean Sewell-Murphy

b. Policy Green/Blue New Deal – Lead, Orrian Willis

c. Community Engagement – Lead, D. Wear

d. Taste of Richmond – Lead,

e. Cannabis – Lead, K. Lynch

7. Council Liaison Zepeda news or report — (5 minutes)

8. Public Comments/Announcements/Handouts - (5 minutes)

9. Next Meeting Dates: February 14, 2024

10. Closing Comments, Chair Wear — (2 minutes)

Next Meeting Date: February 14, 2024

1:00 pm - Adjournment

*\*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.