



**ECONOMIC DEVELOPMENT  
COMMISSION (EDC)  
REGULAR MEETING**

**JANUARY 8, 2025**

**COMMISSIONERS**

Nicole Loufas (Chair)  
Dwight Monroe Jr. (Vice Chair)  
Thomas Barbeiro  
Mai-Ling Garcia  
Calvin Harrell  
Roberto Hernandez

**HYBRID MEETING**  
[www.Cityofvallejo.net](http://www.Cityofvallejo.net)

**6:00 PM**

**Council Chambers  
555 Santa Clara Street  
Vallejo, CA 94590**

<p>NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom</p>	<p>City Hall and the Council Chambers will be open to members of the public 30 minutes prior to the start of the meeting.</p>
<p><b>PUBLIC COMMENT: Members of the Public may provide public comments during the City Council Meeting in person or via ZOOM</b> <b>(<a href="https://ZoomRegular.Cityofvallejo.net">https://ZoomRegular.Cityofvallejo.net</a>)</b> <b>, or via phone, by dialing (669) 900-6833.</b></p>	<p><b>For additional instructions on how to speak remotely during public comment, please visit, <a href="http://www.cityofvallejo.net/publiccomment">www.cityofvallejo.net/publiccomment</a></b></p>
<p><b><u>VIEW THE MEETING:</u></b> <b>There are four different ways you can view this public meeting:</b></p> <ul style="list-style-type: none"> <li>• In Person</li> <li>• Watch Vallejo local channel 28</li> <li>• Stream from the City website: <a href="http://www.cityofvallejo.net/Streaming">www.cityofvallejo.net/Streaming</a></li> <li>• Join the Zoom webinar: <a href="https://ZoomRegular.Cityofvallejo.net">https://ZoomRegular.Cityofvallejo.net</a></li> </ul>	
<p><b>Hybrid Options are available for members of the public to participate. To participate remotely</b></p>	
<p><b><u>Option to Join by Computer</u></b> From your browser go to <a href="https://ZoomRegular.CityofVallejo.net">https://ZoomRegular.CityofVallejo.net</a> to launch and join the zoom application. Meeting ID: 914 0075 0676# Meeting Password: 131313</p>	<p><b><u>Option to Join by Phone</u></b> Dial (669) 900-6833 Enter Meeting ID: 914 0075 0676# Meeting Password: 131313 Press *9 to digitally raise your hand from the phone. Press *6 to unmute/mute</p>
<p>Any supplemental writing related to an agenda item for an open session of a regular meeting that is distributed to all or a majority of all members of the City Council less than 72 hours before the meeting will be posted concurrently on the City’s website at <a href="http://www.cityofvallejo.net/agendas">www.cityofvallejo.net/agendas</a> Written material distributed during the meeting, will be available at the meeting if prepared by the City or after the meeting if prepared by someone else. Such materials may be obtained from the City Clerk</p>	



Vallejo City Council Chambers ADA compliant. Devices for the hearing impaired are available from the City Clerk. Requests for disability related modifications or accommodations, aids or services may be made by a person with a disability to the City Clerk's office no less than 72 hours prior to the meeting as required by Section 202 of the Americans with Disabilities Act of 1990 and the federal rules and regulations adopted in implementation thereof

**1 CALL TO ORDER**

**2 PLEDGE OF ALLEGIANCE**

**3 ROLL CALL**

**4 FIRST COMMUNITY FORUM**

*Anyone wishing to address the Council on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Council to resolve, is requested to submit a completed speaker card to the City Clerk. When called upon, each speaker should step to the podium, state his/her name, and address for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300.*

**5 CONSENT CALENDAR AND APPROVAL OF AGENDA**

**A APPROVAL OF AGENDA**

Recommendation: By motion, approve the January 8th, 2025. Agenda.

**B APPROVAL OF MINUTES**

Recommendation: By motion, Approve the minutes from the November 13, 2024 Regular Meeting.

**6 INTRODUCTIONS & PRESENTATIONS (INFORMATIONAL ONLY)**

**A PRIORITIZATION OF WORK PLAN ITEMS AND UPDATE ON PROGRESS**

Recommendation: Update by Chair Loufas

**B UPDATES ON NEW/UPCOMING/LOST BUSINESSES**

Recommendation: Update by Chair Loufas

**7 REPORT FROM THE ED DIRECTOR AND ED SECRETARY**

**A UPDATES FROM ECONOMIC DEVELOPMENT DIRECTOR**

Recommendation: Update by Michael Nimon

**B UPDATES FROM EDC SECRETARY, ECONOMIC DEVELOPMENT PROGRAM MANAGER**

Recommendation: Update from Ivette Iraheta

**8 ACTION CALENDAR**

*NOTICE: Members of the public wishing to address the Council on Action Calendar Items are requested to submit a completed speaker card to the City Clerk. Each speaker is limited to five minutes pursuant to Vallejo Municipal Code Section 2.02.420.*

**A      REQUEST TO ADD DISCUSSION OF EDC TRAINING TO BE ADDED TO  
RECURRING ITEMS TO THE FUTURE AGENDA, COMMISSIONER GARCIA  
(STEP 1 OF 2)**

Recommendation: EDC Training

**9      SECOND COMMUNITY FORUM**

*Anyone wishing to address the Commission on any matter for which another opportunity to speak is not provided on the agenda, and which is within the jurisdiction of the Commission to resolve, is requested to submit a completed speaker card to the Secretary. When called upon, each speaker should step to the podium, state his/her name and address for the record. The conduct of the community forum shall follow those as the City Council and shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes pursuant to Vallejo Municipal Code Section 2.20.300. The Commission may take information but may not take action on any item not on the agenda.*

**10     REPORT OF THE CITY COUNCIL LIAISON**

**11     FUTURE AGENDA ITEMS**

**12     ANNOUNCEMENTS AND COMMISSIONER COMMENTS**

**A      COMMUNITY OUTREACH REPORTS FROM COMMISSIONERS**

**13     ADJOURNMENT**

**ADDITIONAL CITY INFORMATION**

Members of the public can:

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- Sign up to receive City Communications via e-mail ([www.cityofvallejo.net/subscribe](http://www.cityofvallejo.net/subscribe))
- Sign up for emergency alerts at: [alertsolano.com](http://alertsolano.com)

**AFFIDAVIT OF POSTING:** I Ivette Iraheta, do hereby certify that I have caused a true copy of the above notice and agenda to be delivered to each of the members of the City of Vallejo Economic Development Commission, at the time and in the manner prescribed by law and that this agenda was posted at Vallejo City Hall, 555 Santa Clara Street, Vallejo, California at 5:00 P.M., January 3, 2025.

Dated: January 3, 2025



Ivette Iraheta, EDC Secretary



**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT:** **APPROVAL OF AGENDA**

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**RECOMMENDATION**

By motion, approve the January 8th, 2025. Agenda.

**BACKGROUND AND DISCUSSION**

By motion approve January 8th, 2025 Agenda.

**ATTACHMENTS**

None

**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
Ivette.Iraheta@CityofVallejo.net



**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT:** **APPROVAL OF MINUTES**

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**RECOMMENDATION**

By motion, Approve the minutes from the November 13, 2024 Regular Meeting.

**BACKGROUND AND DISCUSSION**

By Motion approve minutes.

**ATTACHMENTS**

1.	111324 EVC Meeting Minutes
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**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
[Ivette.Iraheta@CityofVallejo.net](mailto:Ivette.Iraheta@CityofVallejo.net)



**Economic Development  
Commission**

Nicole Loufas, Chair  
Dwight Monroe Jr., Vice-Chair  
Thomas Barbeiro  
Mai-Ling Garcia  
Calvin Harrell  
Roberto Hernandez  
Alexander Matias

**MINUTES  
ECONOMIC DEVELOPMENT COMMISSION  
REGULAR MEETING  
CITY COUNCIL CHAMBER**

555 Santa Clara Street, Vallejo, California

**NOVEMBER 13, 2024  
6:00PM**

**NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.**

**City Council Chamber will be open to members of the public 30 minutes prior to the start of the meeting.**

**PUBLIC COMMENT:** Members of the Public may provide public comments during the Meeting in person or via ZOOM (<https://ZoomRegular.Cityofvallejo.net>), or via phone, by dialing (669) 900-6833. For additional instructions on how to speak remotely during public comment, please visit, [www.cityofvallejo.net/publiccomment](http://www.cityofvallejo.net/publiccomment)

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Press \*9 to digitally raise your hand from the phone

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**1. CALL TO ORDER**

Meeting called to order at 6:12 PM

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL**

Present: Vice-Chair Monroe, Comm. Barbeiro, Comm. Harrell, Comm. Matias  
Absent: Chair Loufas, Comm. Garcia, Comm. Hernandez

**4. FIRST COMMUNITY FORUM**

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**5. APPROVAL OF AGENDA**

A. Recommendation: By motion, Approve the November 13, 2024 Agenda.

Motion to approve agenda by Comm. Harrell, Seconded by Comm. Monroe

**6. APPROVAL OF MINUTES**

A. Recommendation: By motion, Approve the Minutes from the  
i. September 11, 2024 Regular Meeting.

Motion to Approve Minutes by Harrell, Seconded by Vice-Chair Monroe

Ayes: Monroe, Harrell, Matias Abstain: Barbeiro

Absent: Loufas, Hernandez, Garcia

ii. October 9, 2024 Regular Meeting.

Motion to Approve Minutes by Comm. Matias, Seconded by Comm. Harrell

Ayes: Monroe, Harrell, Matias Abstain: Barbiero

Absent: Loufas, Hernandez, Garcia

**7. INTRODUCTIONS & PRESENTATIONS (INFORMATIONAL ONLY)**

A. Economic Development Strategic Plan Update, Economic Forensics and Analytics

Presentation on the Economic Development Strategic Plan was made by Dr. Eyler.

**8. REPORT FROM THE ED DIRECTOR AND EDC SECRETARY**

A. Updates from Economic Development Director, Michael Nimon  
None

B. Update from EDC Secretary, Ivette Iraheta (Economic Development Program Manager)

i. Business Retention and Expansion, Business Retention Ad Hoc Committee and Econ. Dev. Dept. Staff

Sec. Iraheta provided an update on the most recent Biz. Ret. Visit.

ii. Small Business Hardening Grant update

Sec. Iraheta provided an update on the Hardening grant.

**9. ACTION CALENDAR**

A. Adopt a Resolution to Add Recurring Items to Subsequent EDC agendas:

i. Prioritization of Work Plan Items and Update on Progress

ii. Business Updates on New/Upcoming/Lost Businesses

iii. Community Outreach Reports

Motion to Adopt Resolution by Comm. Harrell, Seconded by Comm. Barbiero.

Ayes: Monroe, Barbeiro, Harrell, Matias (Motion carried)

Absent: Loufas, Hernandez, Garcia

B. Request to add discussion of Signage and Wayfinding Program on

a future agenda, Comm. Matias (Step 1 of 2)

Motion to move item to a future agenda by Comm. Matias,  
Seconded by Comm. Harrell.

Ayes: Monroe, Barbeiro, Harrell, Matias (Motion carried)

Absent: Loufas, Hernandez, Garcia

- C. Request to add discussion of EDC trainings to be added to recurring items to a future agenda, Comm. Garcia (Step 1 of 2)

Motion to table item to next meeting by Comm. Harrell, Seconded by Comm. Matias.

Ayes: Monroe, Barbeiro, Harrell, Matias (Motion carried)

Absent: Loufas, Hernandez, Garcia

#### **10. SECOND COMMUNITY FORUM**

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No speaker during this forum.

#### **11. REPORTS OF THE CITY COUNCIL LIAISON**

City of Vallejo Councilmember Loera-Diaz  
Absent.

#### **12. REQUESTS FOR FUTURE AGENDA ITEMS**

None.

**13. ANNOUNCEMENTS AND COMMISSIONER COMMENTS**

Announcements made Re:

- i. Cancellation of the December mtg.
- ii. Matias being Councilmember elect will move on to City Council in 2025.

**14. ADJOURNMENT**

Meeting was adjourned at 8:02 PM.

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PRESENTATIONS & COMMENDATIONS 6.A.

**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT:** **PRIORITIZATION OF WORK PLAN ITEMS AND UPDATE ON PROGRESS**

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**RECOMMENDATION**

Update by Chair Loufas

**BACKGROUND AND DISCUSSION**

Chair Loufas to present update on work plan items and progress.

**ATTACHMENTS**

1.	EDC 010825 Reg Mtg Item 6A Wrk Pln
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**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
[Ivette.Iraheta@cityofvallejo.net](mailto:Ivette.Iraheta@cityofvallejo.net)

## Item 6A Prioritization of Work Plan and Update on Progress



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### **ECONOMIC VITALITY COMMISSION WORK PLAN APPROVED BY CITY COUNCIL ON JANUARY 25, 2022**

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#### **BACKGROUND**

The three purposes for the Economic Vitality Commission (EVC) are outlined as follows in the Vallejo Municipal Code Chapter 2.36:

- 1) Advise Council on issues that can enhance job growth and increase private investment in the City;
- 2) Review and assist with updates and the implementation of the economic development element of the general plan; and
- 3) Assist with business retention and attraction activities.

Consistent with its objectives, in 2021, the EVC began to discuss the need for developing a Work Plan that would provide a focused strategy to support priorities for enhancing economic development in the city of Vallejo in 2022 and in forthcoming years. The main objective for the Work Plan is to have substantive, timely and relevant avenues for EVC's involvement that supports and contributes to the economic development efforts of the City of Vallejo (City), which are consistent with internal City efforts. Therefore, during quarterly meetings in 2021 the EVC brainstormed, delegated research tasks, discussed economic matters with the local business community and consulted with City staff, to identify a set of priority work areas that the EVC considered essential and viable to address through a Work Plan. The culmination of these efforts is the development of this Work Plan, which has been presented to Council for discussion, feedback and approval.

As a reminder the Duties and Powers of the EVC is described in the Municipal Code Chapter 2.36.030 – and used as a template for EVC activities and meetings.

The Economic Vitality Commission shall:

- A. Be familiar with current plans for economic activity in Vallejo;
- B. Recommend to city council policies that can incentivize job growth and business investment in Vallejo;
- C. Plan and conduct business retention and business attraction programs;

- 
- D. Maintain relationships with economic development organizations including, but not limited to, chambers of commerce, regional and state economic development organizations;
  - E. Review and provide recommendations regarding the city's website and communications to support economic vitality in the city; and
  - F. To render reports to the city council concerning the activities of the commission, its rulings, actions, results of hearings, and all other matters pertinent to the commission's activities which may be of interest to the city council.

Taking these Duties and Powers, the Economic Vitality commission discussed activities related to each of the above – both ongoing and specific to a 2022 work plan.

The core of the proposed Work Plan for the EVC in 2022 is to:

- 1) Participate in the Economic Development Strategic Plan update**
- 2) Conduct a survey of residents and businesses to identify what utilization of resources and investments is desired, to help with job growth, business retention and attraction programs**
- 3) Investigate and potentially participate in a “Main Street Program”**
- 4) Provide an article for Vallejo Weekly – quarterly.**

The Work Plan along with the general duties and objectives of the EVC, lays out a set of responsibilities that the EVC shall adhere to, so that commission members are engaged, informed, and play an integral role in furthering the economic development goals of the City. Below are those municipal code duties with examples of activities to fulfill those duties, including the actions under the Work Plan, highlighted, which are proposed for the EVC in the upcoming years:

- A. *Be familiar with current plans for economic activity in Vallejo*
  - a. Reports at the meetings from Staff - ongoing
  - b. Participate in the Economic Development Strategic Plan
- B. *Recommend to City Council policies that can incentivize job growth and business investment in Vallejo*
  - a. Survey of residents and businesses to see what investment the community would want to help them and job growth.
  - b. Investigate and potentially participate in a “Main Street program”
- C. *Plan and conduct business retention and business attraction programs;*
  - a. Create a Commission Subcommittee on business retention - ongoing
  - b. Survey Businesses to help with retention and attraction programs
- D. *Maintain relationships with economic development organizations including, but not limited to, chambers of commerce, regional and state economic development organizations;*

- 
- a. Attend Chamber to meetings - ongoing
  - b. Invite Vallejo Chambers, Solano EDC and State GoBiz - ongoing
- E. *Review and provide recommendations regarding the city's website and communications to support economic vitality in the city;*
- a. Create a Communications Sub-Committee - ongoing
  - b. Meet with IT and ED staff on Web and other communications - ongoing
  - c. Providing an article for Vallejo Weekly - quarterly
- F. *To render reports to the city council concerning the activities of the commission, its rulings, actions, results of hearings, and all other matters pertinent to the commission's activities which may be of interest to the city council.*
- a. Use this work plan to present to the City Council for their approval – Set for January 2022
  - b. Provide a Mid-Year (2022) report to Council



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PRESENTATIONS & COMMENDATIONS 6.B.

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**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT: UPDATES ON NEW/UPCOMING/LOST BUSINESSES**

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**RECOMMENDATION**

Update by Chair Loufas

**BACKGROUND AND DISCUSSION**

Informational item only.

**ATTACHMENTS**

None

**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
[ivette.iraqueta@cityofvallejo.net](mailto:ivette.iraqueta@cityofvallejo.net)



REPORT OF THE PRESIDING OFFICER AND MEMBERS OF THE CITY  
COUNCIL 7.A.

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**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT:** **UPDATES FROM ECONOMIC DEVELOPMENT DIRECTOR**

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**RECOMMENDATION**

Update by Michael Nimon

**BACKGROUND AND DISCUSSION**

Staff update.

**ATTACHMENTS**

None

**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
[ivette.iraqueta@cityofvallejo.net](mailto:ivette.iraqueta@cityofvallejo.net)



REPORT OF THE PRESIDING OFFICER AND MEMBERS OF THE CITY  
COUNCIL 7.B.

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**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT: UPDATES FROM EDC SECRETARY, ECONOMIC DEVELOPMENT PROGRAM  
MANAGER**

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**RECOMMENDATION**

Update from Ivette Iraheta

**BACKGROUND AND DISCUSSION**

1) Staff Vacancy

**ATTACHMENTS**

None

**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
[Ivette.Iraheta@cityofvallejo.net](mailto:Ivette.Iraheta@cityofvallejo.net)



**DATE:** January 8, 2025  
**TO:** Economic Development Commission Chair and Members of the Commission  
**FROM:** Ivette Iraheta, Economic Development Commission Secretary  
**SUBJECT:** **REQUEST TO ADD DISCUSSION OF EDC TRAINING TO BE ADDED TO RECURRING ITEMS TO THE FUTURE AGENDA, COMMISSIONER GARCIA (STEP 1 OF 2)**

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**RECOMMENDATION**

EDC Training

**BACKGROUND AND DISCUSSION**

EDC Training

**ATTACHMENTS**

None

**CONTACT**

Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622  
[Ivette.Iraheta@cityofvallejo.net](mailto:Ivette.Iraheta@cityofvallejo.net)