



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

MARCH 12, 2025


COMMISSIONERS

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

HYBRID MEETING
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>PUBLIC COMMENT: Members of the Public may provide public comments during the City Council Meeting in person or via ZOOM (https://ZoomRegular.Cityofvallejo.net), or via phone, by dialing (669) 900-6833.</p>	<p>For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment</p>
<p>VIEW THE MEETING: There are four different ways you can view this public meeting:</p> <ul style="list-style-type: none"> • In Person • Watch Vallejo local channel 28 • Stream from the City website: www.cityofvallejo.net/Streaming Join the Zoom webinar: https://ZoomRegular.Cityofvallejo.net 	<p>Scan QR code for live captions and translation in Spanish and Tagalog.</p> 
<p>Hybrid Options are available for members of the public to participate. To participate remotely</p>	
<p><u>Option to Join by Computer</u> From your browser go to https://ZoomRegular.CityofVallejo.net to launch and join the zoom application. Meeting ID: 914 0075 0676# Meeting Password: 131313</p>	<p><u>Option to Join by Phone</u> 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 www.cityofvallejo.net/agendas 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

AGENDA

- 1 CALL TO ORDER**
- 2 PLEDGE OF ALLEGIANCE**
- 3 ROLL CALL**
- 4 FIRST COMMUNITY FORUM**
- 5 CONSENT CALENDAR AND APPROVAL OF AGENDA**
 - A APPROVAL OF AGENDA AND MINUTES**

Recommendation: By motion approve agenda for March 12, 2025 Economic Development Commission Regular Meeting and by motion approve minutes from November 13, 2024, January 8, 2025 and February 12, 2025 Economic Development Commission meetings.
Contact: Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622
Ivette.Iraheta@cityofvallejo.net
- 6 PRESENTATIONS AND COMMENDATIONS**
 - A UPDATE ON NEW/UPCOMING/LOST BUSINESSES, CHAIR LOUFAS**
- 7 REPORT OF THE COMMITTEE/BOARD SECRETARY**
 - A UPDATES FROM ECONOMIC DEVELOPMENT INTERIM DIRECTOR, GILLIAN HAEN**
 - B UPDATE FROM THE ECONOMIC DEVELOPMENT COMMISSION SECRETARY, IVETTE IRAHETA**

Recommendation:

 1. EDC Commissioners Attendance Report
 2. Status of EDC vacancy
 3. Current EDC Budget (Process for Expending) and FY2025-26 Budget Timelines
- 8 ACTION CALENDAR**

**A PRIORITIZATION OF WORKPLAN ITEMS AND UPDATE ON PROGRESS,
CHAIR LOUFAS**

Recommendation: Chair Loufas to present prioritization of work plan items and update on progress.

Contact: Ivette Iraheta, Economic Development Commission Secretary (707)
645-2622

Ivette.Iraheta@cityofvallejo.net

B CONSIDER TRAINING OPPORTUNITIES (STEP 1 OF 2)

Recommendation: Commissioner Garcia to propose training opportunities for Commissioners. (Step 1 of 2)

Contact: Ivette Iraheta, Economic Development Commission Secretary (707)
645-2622

Ivette.Iraheta@cityofvallejo.net

9 SECOND COMMUNITY FORUM

10 REPORT OF THE CITY COUNCIL LIAISON (ALEXANDER MATIAS)

11 FUTURE AGENDA ITEMS

12 ANNOUNCEMENTS

A COMMUNITY OUTREACH REPORTS FROM COMMISSIONERS

13 ADJOURNMENT

ADDITIONAL CITY INFORMATION

Members of the public can:

- Like us on Facebook and Instagram ([@cityofvallejo](#))
- Sign up to receive City Communications via e-mail (www.cityofvallejo.net/subscribe)
- Sign up for emergency alerts at: 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 PM, March 6, 2025.

Dated: March 6, 2025



Ivette Iraheta, EDC Secretary



**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

VIEW THE MEETING:

There are four different ways you can view this public meeting:

- In Person
- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

Hybrid Options are available for members of the public to participate. To participate remotely:

<https://ZoomRegular.CityofVallejo.net>

Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press *9 to digitally raise your hand from the phone

For additional instructions on how to speak during public comment, please visit,

www.cityofvallejo.net/publiccomment

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

*The Community Forum is an opportunity 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. Any interested members of the public desiring to communicate with the Commission as part of the First Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes.*

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

*The Community Forum is an opportunity 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. Any interested members of the public desiring to communicate with the Commission as part of the First Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900 6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes.*

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.



**Economic Development
Commission**

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

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

555 Santa Clara Street, Vallejo, California

**JANUARY 8, 2025
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

VIEW THE MEETING:

There are four different ways you can view this public meeting:

- In Person
- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

Hybrid Options are available for members of the public to participate. To participate remotely:

<https://ZoomRegular.CityofVallejo.net>

Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press *9 to digitally raise your hand from the phone

For additional instructions on how to speak during public comment, please visit,

www.cityofvallejo.net/publiccomment

1. CALL TO ORDER

Meeting called to order at 6:10 PM.

2. PLEDGE OF ALLEGIANCE

Pledge led by Chair Loufas.

3. ROLL CALL

Present: Chair Loufas, Barbiero, Garcia, Harrell, Hernandez, Staff: EDC Secretary Iraheta,
Attorney Nebb, ED Dir. Nimon

Absent: Monroe.

4. FIRST COMMUNITY FORUM

*The Community Forum is an opportunity 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. Any interested members of the public desiring to communicate with the Commission as part of the First Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes.*

One speaker: Matias

5. CONCENT CALENDAR AND APPROVAL AGENDA

A. Recommendation: By motion, Approve the January 8, 2025 Agenda.

Motion to approve agenda and Nov. 13, 2024 meeting minutes by Comm.

Harrell, Seconded by Barbiero.

All favored the motion to approve agenda.

Meeting minutes:

Ayes: Barbiero, Harrell

Abstain from minutes: Loufas, Garcia, Hernandez

Item will return during the next meeting.

6. INTRODUCTIONS & PRESENTATIONS (INFORMATIONAL ONLY)

- A. Prioritization of Work plan items and Update on Progress, Chair Loufas

The Commission and staff discussed EDC's current and future Work Plan.

- B. Updates on New/Upcoming/Lost Businesses, Chair Loufas

Chair Loufas reported data regarding new and loss businesses in the city for December.

7. REPORT FROM THE ED DIRECTOR AND EDC SECRETARY

- A. Updates from Economic Development Director, Michael Nimon
Dir. Nimon provided updates Re: ED Strategic Plan, a revolving loan program, and staff changes.

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

Sec. Iraheta provided an update Re: New agenda template, Board/Commission's code on attendance, EDC Vacancy status, and EDC's AdHoc Committees reminders.

8. ACTION CALENDAR

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

Motion to add training report out to item 12b. as recurring on the agenda by Comm. Garcia, Seconded by Comm. Harrell.

Ayes: Chair Loufas, Comm. Barbiero, Comm. Garcia, Comm. Harrell, Hernandez

Motion carries.

9. SECOND COMMUNITY FORUM

The Community Forum is an opportunity 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. Any interested members of the public desiring to communicate with the Commission as part of the First Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900

6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes.

One public speaker: Melvin Cowan.

10. REPORTS OF THE CITY COUNCIL LIAISON

No report.

11. REQUESTS FOR FUTURE AGENDA ITEMS

- Comm. Garcia wants to agendaize future trainings for the EDC.
- Comm. Garcia wants to agendaize having a labor speaker.
- Chair Loufas wants to agendaize having the ED of Vallejo Main St. as a future presentation to this body.

12. ANNOUNCEMENTS AND COMMISSIONER COMMENTS

A. Community Outreach Reports from Commissioners

Reports from Comm. Barbiero.

13. ADJOURNMENT

Meeting adjourned at 8:06 PM



**Economic Development
Commission**

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

**MINUTES
ECONOMIC DEVELOPMENT COMMISSION
REGULAR MEETING**

**FEBRUARY 12, 2025
6:00PM**

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

**COMMISSIONER GARCIA PARTICIPATED VIRTUALLY
Canopy Hotel, Baltimore (Lobby)
1215 Wills Street
Baltimore, MD 21231**

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

VIEW THE MEETING:

There are four different ways you can view this public meeting:

- **In Person**

Hybrid Options are available for members of the public to participate. To participate remotely:

<https://ZoomRegular.CityofVallejo.net>

Option to join by phone:

Dial (669) 900-6833

Enter Meeting ID: 914 0075 0676#

Press *9 to digitally raise your hand from the phone

For additional instructions on how to speak during public comment, please visit,

www.cityofvallejo.net/publiccomment

- Watch Vallejo local channel 28
- Stream from the City website: www.cityofvallejo.net/Streaming
- Join the Zoom webinar: <https://ZoomRegular.Cityofvallejo.net>

1. CALL TO ORDER

Meeting called to order at 6:30 PM

2. PLEDGE OF ALLEGIANCE

Pledge lead by Chair Loufas.

3. ROLL CALL

Present: Chair Loufas, Vice Chair Monroe, Comm. Garcia, Comm. Harrell

Staff: EDC Sec. Iraheta, City Attorney Nebb (virtual), Asst. City Manager Haen (virtual)

4. FIRST COMMUNITY FORUM

*The Community Forum is an opportunity 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. Any interested members of the public desiring to communicate with the Commission as part of the First Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900-6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes.*

No speaker during the first Community Forum.

5. CONSENT CALENDAR AND APPROVAL OF AGENDA

A. Recommendation: By motion, Approve the February 12, 2025 Agenda.

Motion by Comm. Harrell to approve the agenda, continue approval of meeting minutes, and move item 11 A: Updates from City Council Liaison, after reports from ED/Secretary updates. Seconded by Comm. Monroe.

Ayes: Chair Loufas, Comm. Monroe, Comm. Garcia, Comm. Harrell

Motion passes with 4 Yays (unanimously)

- B. Recommendation: By motion, Approve the Minutes from the November 13, 2024 Regular EDC meeting.
January 8, 2025 Regular EDC Meeting.

Motion to continue the Approval of Meeting Minutes through same motion as above.

7. INTRODUCTIONS & PRESENTATIONS (INFORMATIONAL ONLY)

- A. Updates on New/Upcoming/Lost Businesses, Chair Loufas
Updates provided by Chair Loufas on new businesses (10 opened),
ED Interim Dir. Haen provided updates about 2 businesses lost
(Walgreens and Safeway).

8. REPORT FROM THE ED DIRECTOR AND EDC SECRETARY

- A. Recommendation: Updates from Economic Development Director
(Gillian Haen)

Updates provided by ED Interim Director Haen regarding the
Economic Development Dept. staffing (Consultant procured for ED
Dept. and ED Dir. recruitment) and City of Vallejo business
closures (Safeway and Walgreens).

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

Updates provided by EDC Sec. Iraheta regarding the EDC vacancy
status/process, City of Vallejo's budget timelines for 2025-26 and
EDC's 2024-25 budget balance.

9. ACTION CALENDAR

- A. Prioritization of Work Plan Items and Update on Progress, Chair
Loufas

Comm. Garcia made a presentation on DRAFT Work Plan she
developed.

The meeting was adjourned while this item was discussed. All
remaining items will be continued during the March EDC Regular

meeting.

B. Consider a List of Possible Trainings (Step 1 of 2)

10. SECOND COMMUNITY FORUM

*The Community Forum is an opportunity 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. Any interested members of the public desiring to communicate with the Commission as part of the First Community Forum may do so in person by submitting a completed speaker's card to the City Clerk or via ZOOM:(<https://ZoomRegular.Cityofvallejo.net>), Option to join by phone: Dial (669) 900 6833. Enter Meeting ID: 914 0075 0676#. Press * 9 to digitally raise your hand from the phone. For additional instructions on how to speak remotely during public comment, please visit, www.cityofvallejo.net/publiccomment. In person speakers will be recognized first. When called upon, each speaker should step to the podium, state his/her name for the record. The conduct of the community forum shall be limited to a maximum of fifteen (15) minutes, with each speaker limited to a maximum of three minutes.*

11. REPORTS OF THE CITY COUNCIL LIAISON

A. Councilmember Matias

Councilmember Matias provided updates regarding city council actions that have been taken recently [public safety workshop, public safety enhancement plan, Partnerships that EDC can develop to move economic development forward (Visit Vallejo), Mid-year Budget (Capital Facilities Plan), Shop Local, Banner Program.]

12. REQUESTS FOR FUTURE AGENDA ITEMS

Item not discussed because the meeting adjourned early. (Item continued for March Regular mtg.)

13. ANNOUNCEMENTS AND COMMISSIONER COMMENTS

A. Community Outreach Reports from Commissioners

B. Commissioner Reports and Discussion Regarding Trainings Attended

Item not discussed because the meeting adjourned early. (Item continued for March Regular mtg.)

14. ADJOURNMENT

Meeting adjourned at 7:46

Chapter 2.36 - ECONOMIC VITALITY COMMISSION

2.36.010 - Created and membership.

- A. There is hereby created an economic vitality commission that shall consist of seven members who shall be nominated by any council member or the mayor and appointed by the city council.
- B. Members shall be either a resident of the city or an employee or owner of a business with a Vallejo business license.

(Ord. No. 1647 N.C.(2d), §§ 1, 2, 5-24-2011)

2.36.020 - Purpose.

The purpose of the economic vitality commission shall be:

- A. To advise the city council on issues that can enhance job growth and increased private investment in Vallejo;
- B. To review and assist with updates and the implementation of the economic development element of the general plan; and
- C. To assist with business retention and attraction activities.

(Ord. No. 1647 N.C.(2d), §§ 1, 2, 5-24-2011)

2.36.030 - Duties and powers.

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.

(Ord. No. 1647 N.C.(2d), §§ 1, 2, 5-24-2011)

2.36.040 - General rules and regulations.

This commission shall comply with the general rules and regulations for all boards, commissions and committees as outlined in Chapter 2.26 of this code unless otherwise provided by ordinance or resolution.

(Ord. No. 1647 N.C.(2d), §§ 1, 2, 5-24-2011)

- **Chapter 2.26 - GENERAL REGULATIONS FOR BOARDS, COMMISSIONS AND COMMITTEES**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

- **2.26.010 - Purpose.**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

The purpose of this chapter shall be to establish standard rules and regulations to be applied to all boards, commissions, and citizen committees established by the city council except as otherwise provided by ordinance or resolution.

(Ord. No. 1642 N.C.(2d), §§ 1, 4, 5-24-2011)

- **2.26.020 - Membership.**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

Except as otherwise provided by ordinance or resolution:

A.

The mayor and each member of the council may nominate one or more persons for membership on any board, commission or committee established by the city council. Members shall be appointed by a majority vote of the council.

B.

Every person appointed to a board, commission or committee must be a resident of the city of Vallejo. If during a member's term in office, such appointed officer moves his or her place of residence outside the city limits, his or her office shall immediately become vacant. It shall be the responsibility of such officer to notify in writing the city clerk within ten days of such event. Each appointed officer shall be notified of this requirement at the time of his or her appointment.

(Ord. No. 1642 N.C.(2d), §§ 1, 4, 5-24-2011)

- **2.26.030 - Term of office.**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

A.

The term of office of each member appointed by the city council shall be four years, except as otherwise provided by ordinance or resolution. Each member shall serve until his or her successor is duly qualified and appointed.

B.

The terms of members shall be staggered so that the number of terms expiring annually shall be approximately equal. To arrange this result, the city council shall specify terms of members first appointed after adoption of the ordinance or resolution establishing the body.

(Ord. No. 1642 N.C.(2d), §§ 1, 4, 5-24-2011)

- **2.26.040 - Vacancies.**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

A.

If a vacancy occurs, other than by expiration of a term, the city council shall appoint a member to serve for the unexpired portion of the term in the same manner as the original appointment.

B.

Vacancies on boards, commissions and committees shall be announced and appointments to fill vacancies shall be made pursuant to [Section 2.02.350](#) of this code.

(Ord. No. 1642 N.C.(2d), §§ 1, 4, 5-24-2011)

- **2.26.050 - Removal from office.**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

A.

The term of a member shall automatically expire in the event of:

- 1.
- Death; or
- 2.
- Resignation.
- B.

Pursuant to Charter [Section 407](#), any member of a board or commission serving a fixed term may be removed by an affirmative vote of at least five members of the city council.

(Ord. No. 1642 N.C.(2d), §§ 1, 4, 5-24-2011)

- **2.26.060 - Attendance policy for members of boards, commissions and committees.**

[SHARE LINK TO SECTION](#)
[PRINT SECTION](#)
[DOWNLOAD \(DOCX\) OF SECTION](#)
[EMAIL SECTION](#)
[COMPARE VERSIONS](#)

- A.
- Members appointed by city council to serve on a city board, commission or committee are expected to attend each regular or special meeting of that city board, commission or committee.

- B.
- For purposes of this policy, an excused absence is any absence with notification given to the chair and staff at least twenty-four hours before the meeting's convening.

- C.
- An unexcused absence is any other absence.

- D.
- A member may have a maximum of three excused absences per twelve month period. On the third excused absence, the city clerk shall send a warning letter to the member,

including a copy of this policy. If a member has more than three excused absences in a twelve month period, the procedure in subsection (F) below shall commence.

E.

A member may have a maximum of two unexcused absences in a twelve month period. On the second unexcused absence, the city clerk shall send a warning letter to the member. If a member has more than two unexcused absences in a twelve month period, the procedure in subsection (F) below shall commence.

F.

If a subsequent absence pursuant to subsection D or E above occurs in the twelve month period, the city clerk shall send a letter to the member putting them on notice that they are in violation of the attendance policy and requiring a response within seven days which shall explain the reason for either the four excused absences or the three unexcused absences; and whether they wish to continue on the commission or resign.

G.

The member may respond to the clerk and provide a reasonable explanation for the absences, which would allow the member to continue serving unless there is a subsequent absence. However, if the member either does not respond to the city clerk letter with an explanation of the absences, does not resign or incurs an additional absence during the twelve month period (whether excused or not), the member will be deemed to have resigned their position. The city manager shall issue a letter to the member notifying them that they are in violation of this policy, did not respond to the inquiry, or have exceeded the number of absences allowed under this policy, and therefore have resigned their position. Upon issuance of the letter, the position shall be deemed to be vacant.

(Ord. No. 1642 N.C.(2d), §§ 1, 4, 5-24-2011)

([Ord. No. 1740 N.C.\(2d\)](#), § 1, 9-27-2016)

- **2.26.070 - Officers.**

[SHARE LINK TO SECTIONPRINT SECTIONDOWNLOAD \(DOCX\) OF SECTIONEMAIL SECTIONCOMPARE VERSIONS](#)

A.

Every board, commission and committee shall elect a chairperson and a vice-chairperson from among its members. Each shall serve a term of one year and until a

Economic Development Commission Attendance

Period/Time: February - December 2024

Secretary: Ivette Iraheta

P = Present A = Absent E = Excused

Commissioner

	2/14/2024			4/10/2024			6/12/2024			7/10/2024			8/14/2024		
	P	A	E	P	A	E	P	A	E	P	A	E	P	A	E
Alexander Matias	-	-	-	x			x			x			x		
Calvin Harrell	-	-	-	x			x				x		x		
Nicole Loufas	-	-	-	x			x			x			x		
Dwight Monroe Jr.	-	-	-	x			x			x			x		
Thomas Barbeiro	-	-	-	x				x			x		x		
Roberto Hernandez	-	-	-	x				x			x			x	
Mai- Ling Garcia	-	-	-	x			x			x			x		
	9/11/2024			10/9/2024			11/13/2024			12/11/2024					
	P	A	E	P	A	E	P	A	E	P	A	E	P	A	E
Alexander Matias	x			x			x			-	-	-			
Calvin Harrell	x			x			x			-	-	-			
Nicole Loufas	x			x				x		-	-	-			
Dwight Monroe Jr.	x			x			x			-	-	-			
Thomas Barbeiro	x				x		x			-	-	-			
Roberto Hernandez		x		x				x		-	-	-			
Mai- Ling Garcia	x			x				x		-	-	-			

Thomas Barbeiro	Absences:	3	Excused:	-	Non-Excused:	-
Roberto Hernandez	Absences:	5	Excused:	-	Non-Excused:	-
Calvin Harrell	Absences:	1	Excused:	-	Non-Excused:	-
Nicole Loufas	Absences:	1	Excused:	-	Non-Excused:	-

Economic Development Commission Attendance

Period/Time: January - December 2025

Secretary: Ivette Iraheta

P = Present A = Absent E = Excused

Commissioner

	1/8/2025			2/12/2025			3/12/2025								
	P	A	E	P	A	E	P	A	E	P	A	E	P	A	E
Nicole Loufas	x			x											
Dwight Monroe Jr.		x		x											
Thomas Barbeiro	x				x										
Roberto Hernandez	x				x										
Mai- Ling Garcia	x			x											
Calvin Harrell	x			x											

Dwight Monroe Jr.	Absences:	1	Excused:	-	Non-Excused:	-
Thomas Barbeiro	Absences:	1	Excused:	-	Non-Excused:	-
Roberto Hernandez	Absences:	1	Excused:	-	Non-Excused:	-

RESOLUTION NO. EVC 23-02

**A RESOLUTION OF THE ECONOMIC VITALITY COMMISSION (EVC)
OF THE CITY OF VALLEJO REQUESTING BUDGET ALLOCATION FROM THE CITY
COUNCIL FOR FY23-24**

WHEREAS, Chapter 2.36 of the Municipal City Code ("MCC") establishes that the Economic Vitality Commission ("the Commission") shall advise the city council on issues that can enhance job growth and increased private investment in Vallejo, review and assist with updates and the implementation of the economic development element of the general plan, and to assist with business retention and attraction activities; and

WHEREAS, the Commission identified priorities in FY23-24 of Business Safety and Education, Economic Policy Study and Recommendation and Business Attraction and Retention, that have been developed in a Workplan the Commission will adopt; and

WHEREAS, the Workplan and Commission priorities, which also coincide with the Vallejo City Council (Council) priorities for FY23-24, will require funding to adequately and effectively promote economic development in the City of Vallejo; and

WHEREAS, the Commission has proposed a budget (See accompanying Exhibit A) for the Council's consideration, reflective of the agreed-upon work areas for FY23-24 and will continue to advance ongoing Commission initiatives in line with stated Council goals at the April 2023 goal setting meeting.

NOW THEREFORE, BE IT RESOLVED:

1. That the Economic Vitality Commission hereby urges the City Council to approve a funding request of \$10,392 to implement the Commission's Workplan for FY23-24.

PASSED AND ADOPTED by the Economic Vitality Commission of the City of Vallejo at a regular meeting thereof held on Wednesday, June 14, 2023, by the following vote:

AYES: Chair Alexander Matias, Vice Chair Calvin Harrell, Rob'Lena (Shay) Mile, Nicole Loufas, Dwight Monroe Jr., and Roberto Hernandez

NOES: None

ABSENT: Thomas Barbeiro



Alexander Matias, EVC Chair

ATTESTED



Ivette Raheta, EVC Secretary

Exhibit A

Economic Vitality Commission (EVC): Funding Request Summary FY23-24

Line Items	EVC Workplan Priority	Total Amount
Honoraria		
Social Media Ads - Bus. Spotlight Program	Business Safety and Education	\$ 250.00
GROW Vallejo: Pole Banners + Signage	Bus. Attraction/Retention -ED	\$ 1,500.00
Professional Development & Training	Business Safety and Education	\$ 4,392.00
Supplies (Bus. Cards, Postcards, Publications, Marketing Collateral)	Bus. Attraction/Retention -ED	\$ 3,000.00
	Business Safety and Education	\$ 1,250.00
		\$ 10,392.00
Total		



DATE: March 12, 2025
TO: Economic Development Commission Chair and Members of the Commission
FROM: Ivette Iraheta, Economic Development Commission Secretary
SUBJECT: **PRIORITIZATION OF WORKPLAN ITEMS AND UPDATE ON PROGRESS, CHAIR LOUFAS**

RECOMMENDATION

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

BACKGROUND AND DISCUSSION

ATTACHMENTS

None

CONTACT

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



DATE: March 12, 2025
TO: Economic Development Commission Chair and Members of the Commission
FROM: Ivette Iraheta, Economic Development Commission Secretary
SUBJECT: **CONSIDER TRAINING OPPORTUNITIES (STEP 1 OF 2)**

RECOMMENDATION

Commissioner Garcia to propose training opportunities for Commissioners. (Step 1 of 2)

BACKGROUND AND DISCUSSION

ATTACHMENTS

None

CONTACT

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