



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


JUNE 10, 2026

COMMISSIONERS
Dwight Monroe Jr. (Chair)
Mai-Ling Garcia (Vice Chair)
Calvin Harrell
Jessica Gonzalez
Keira Williams
Ta Lynn Mitchell
VACANT

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 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 Commission 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 Commission Secretary.</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

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 Commission 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 be limited to a maximum of fifteen (15) minutes, with each speaker limited to three minutes.

5 APPROVAL OF AGENDA AND MEETING MIINUTES

A APPROVAL OF JUNE 10, 2026 MEETING AGENDA

Recommendation: By motion, approve the June 10, 2026 meeting agenda.
Contact: Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622
Ivette.Iraheta@cityofvallejo.net

B APPROVAL OF MEETING MINUTES FOR MAY 13, 2026 REGULAR MEETING

Recommendation: By motion, approve the meeting minutes for the May 13, 2026 regular meeting.
Contact: Ivette Iraheta, Economic Development Commission Secretary (707) 645-2622
Ivette.Iraheta@cityofvallejo.net

6 PRESENTATIONS AND COMMENDATIONS

7 REPORT OF THE COMMISSION SECRETARY/INTERIM ED DIRECTOR/AD HOC SUBCOMMITTEES

8 ACTION CALENDAR

NOTICE: Members of the public wishing to address the Commission on Action Calendar Items are requested to submit a completed speaker card to the Commission Secretary. Each speaker is limited to five minutes.

A REPORT FROM THE CIVIC INNOVATION AND TECHNOLOGY SUBCOMMITTEE ON STATUS OF THE POLE BANNER PROJECT. PROVIDE A RECOMMENDATION TO THE CITY COUNCIL ON SAME, INCLUDING TEXT/IMAGES AND NUMBER OF BANNERS REQUESTED TO BE PURCHASED UTILIZING EDC BUDGET FUNDS PREVIOUSLY

APPROPRIATED AND REQUESTING A BUDGET AMENDMENT OF FUNDS WITHIN THE COMMISSION'S OVERALL BUDGET. PROVIDE DIRECTION TO STAFF ON CITY COUNCIL AGENDA ITEM TO AUTHORIZE SAID BANNERS, AMEND COMMISSION BUDGET AND REQUEST THE CITY MANAGER AUTHORIZE STAFF TO IMPLEMENT THE PROJECT.

Recommendation: Provide a recommendation to the City Council on pole banner project, including text/images and number of banners requested to be purchased utilizing EDC budget funds previously appropriated and requesting a budget amendment of funds within the commission's overall budget and provide direction to staff on City Council agenda item to authorize said banners, amend commission budget and request the City Manager authorize staff to implement the project.

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

Ivette.Iraheta@cityofvallejo.net

- B REPORT FROM EDC COMMISSIONER HARRELL RELATING TO USING BUSINESS COMMUNICATIONS AND DESIGN EDC BUDGETED FUNDS IN THE AMOUNT OF \$7,000 AS PROPOSED. DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.**

Recommendation: Receive report from the EDC commissioner Harrell relating to the use of business communication and design EDC budgeted funds in the amount of \$7,000 as proposed. Direction to staff on providing a memorandum to the City Manager requesting purchase of products as agreed to and request authorization of staff time allocated to implement such project.

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

Ivette.Iraheta@cityofvallejo.net

- C REPORT FROM THE BUSINESS RETENTION AND EXPANSION SUBCOMMITTEE RELATING TO USING BUSINESS ROUNDTABLES & RECRUITMENT EVENTS & COMMUNITY ENGAGEMENT & SENTIMENT ANALYSIS FUNDS IN THE AMOUNT OF \$5,500 AS PROPOSED OR TO REQUEST REASSIGNMENT OF SUCH FUNDS TO ANOTHER COMMISSION PROJECT WITH COUNCIL APPROVAL AND DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.**

Recommendation: Receive report from the Business Retention and Expansion on Sonoma Blvd. subcommittee relating to the use of business roundtables and recruitment events and community engagement & sentiment analysis funds as proposed or to request reassignment of such funds to another commission project with Council approval and direction to staff on providing memorandum to the City Manager requesting the purchase of said products utilizing EDC

budgeted funds appropriated for same and authorization of staff time to complete purchase.

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

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9 SECOND COMMUNITY FORUM

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10 REPORT OF THE CITY COUNCIL LIAISON

11 FUTURE AGENDA ITEMS

12 ANNOUNCEMENTS


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, June 5, 2026.

Dated: June 5, 2026	 <u>Ivette Iraheta, EDC Secretary</u>
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**ECONOMIC DEVELOPMENT
COMMISSION (EDC)
REGULAR MEETING**

MAY 13, 2026

MINUTES

COMMISSIONERS
Dwight Monroe Jr. (Chair)
Mai-Ling Garcia (Vice Chair)
Calvin Harrell
Jessica Gonzalez
Keira Williams
Ta Lynn Mitchell
VACANT

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AGENDA

1 CALL TO ORDER

Vice Chair Garcia called the meeting to order at 6:08 PM.

2 PLEDGE OF ALLEGIANCE

Pledge of allegiance led by Vice Chair Garcia.

3 ROLL CALL

Dwight Monroe Jr. (Chair) - Absent
Mai-Ling Garcia (Vice Chair) - Present
Calvin Harrell - Present
Jessica Gonzalez – Arrived at 6:17 PM
Keira Williams - Present
Ta Lynn Mitchell – Present

Present: Staff: Sec. Iraheta, Interim ED Dir. Paul, City Attorney Nebb (virtually)

4 FIRST COMMUNITY FORUM

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No speakers during this forum.

5 APPROVAL OF AGENDA AND MEETING MINUTES

A APPROVAL OF MAY 13, 2026 MEETING AGENDA

Recommendation:

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

Ivette.Iraheta@cityofvallejo.net

B APPROVAL OF MEETING MINUTES FOR JANUARY 14, 2026 AND APRIL 8, 2026 REGULAR MEETINGS

Recommendation:

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

Ivette.Iraheta@cityofvallejo.net

Motion to approve agenda and both set of meeting minutes by Vice Chair Garcia, Seconded by Comm. Harrell:

Ayes:
Vice Chair Garcia
Comm. Harrell
Comm. Mitchell

Abstain: Williams
Absent: Monroe and Gonzalez

Motion carries.

6 PRESENTATIONS AND COMMENDATIONS

A

PRESENTATION ON CURRENT ENVIRONMENT OF SOLANO/VALLEJO BUSINESS INDUSTRIES: FACING CHALLENGES AND OPPORTUNITIES, WORKFORCE DEVELOPMENT BOARD OF SOLANO COUNTY PRESIDENT/EXECUTIVE DIRECTOR DAVID HUBBLE

Mr. Hubble made a presentation to the EDC followed by Q&A.

B

UPDATE ON CITY/SOLANO EDC MOU COLLABORATING AND IMPLEMENTING THE MOVING SOLANO FORWARD ECONOMIC DEVELOPMENT AND MARKETING STRATEGY, SOLANO EDC PRESIDENT AND CEO CHRIS RICCO

Mr. Ricco made a presentation to the EDC followed by Q&A.

7 REPORT OF THE COMMISSION SECRETARY/ED DIRECTOR/COMMITTEES

A

EDC SECRETARY UPDATES/ED INTERIM DIRECTOR UPDATES

Sec. Iraheta and ED Interim Dir. Paul provided updates on: Name tag badges for EDC, Attendance report, EDC Work Plans hard copies provided, and EDC Work Tracker is now live on website, Art Walk and new businesses.

B

REPORT FROM THE AD HOC SUBCOMMITTEE FOR BUSINESS RETENTION AND EXPANSION FOCUSING ON SONOMA BLVD. BUSINESS CLUSTER (SUBCOMMITTEE TERM: 10/2025 - 09/2026)

C

REPORT FROM THE AD HOC SUBCOMMITTEE FOR CIVIC INNOVATION AND TECHNOLOGY (SUBCOMMITTEE TERM: 03/2026 - 02/2027)

Motion to include subcommittee reports during action items, Seconded by Comm. Mitchell

Ayes:
Vice Chair Garcia
Comm. Harrell
Comm. Gonzalez
Comm. Williams
Comm. Mitchell

Absent: Chair Monroe

Motion carries.

8 ACTION CALENDAR

NOTICE: Members of the public wishing to address the Commission on Action Calendar Items are requested to submit a completed speaker card to the Commission Secretary. Each speaker is limited to three minutes.

A REPORT FROM THE CIVIC INNOVATION AND TECHNOLOGY SUBCOMMITTEE ON BANNER PROJECT, INCLUDING TEXT/IMAGES AND NUMBER OF BANNERS REQUESTED TO BE PURCHASED UTILIZING EDC BUDGET FUNDS APPROPRIATED FOR SAME. DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING A CITY COUNCIL AGENDA ITEM TO AUTHORIZE SAID BANNERS AND TO PROVIDE DIRECTION TO STAFF.

Recommendation: Receive subcommittee report on the banner project and provide direction to staff on providing a memo to city manager requesting a City Council agenda item to authorize said banners project and to provide direction to staff.

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

Ivette.Iraheta@cityofvallejo.net

Motion to proceed with the banner submission to the City Council with the proposed budget and proposed design(s) with the edits as suggested by Comm. Harrell, Seconded by Comm. Mitchell.

Ayes:
Vice Chair Garcia
Comm. Harrell
Comm. Gonzalez
Comm. Williams
Comm. Mitchell

Absent: Chair Monroe

Motion carries.

B REPORT FROM THE SUBCOMMITTEE ON CIVIC INNOVATION AND TECHNOLOGY ON STREET STRING LIGHT PROJECT, INCLUDING LOCATIONS AND TYPE OF LIGHTS. DIRECTION TO STAFF ON

PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID LIGHTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO INSTALL.

Recommendation: Receive report from the subcommittee on civic innovation and technology on the street string light project and provide direction to staff on providing a memorandum to the city manager requesting the purchase of said lights and authorization of staff time to install.

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

Ivette.Iraheta@cityofvallejo.net

Motion by Vice Chair Garcia to provide a MEMO to City Manager requesting the purchase and installation of the string lights, Seconded by Comm. Mitchell.

Ayes:

Vice Chair Garcia

Comm. Harrell

Comm. Gonzalez

Comm. Williams

Comm. Mitchell

Absent: Chair Monroe

Motion carries.

- C **REPORT FROM COMMISSIONER HARRELL RELATING TO USING BUSINESS COMMUNICATION AND DESIGN EDC BUDGETED FUNDS IN THE AMOUNT OF \$7,000 AS PROPOSED. DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.**

Recommendation: Receive report from the EDC commissioner Harrell relating to the use of business communication and design EDC budgeted funds in the amount of \$7,000 as proposed. Direction to staff on providing a memorandum to the City Manager requesting purchase of products as agreed to and request authorization of staff time allocated to implement such project.

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

Ivette.Iraheta@cityofvallejo.net

Continue item during next meeting.

- D **REPORT FROM VICE CHAIR GARCIA RELATING TO USING THE EDC TRAINING BUDGET IN THE AMOUNT OF \$1,500 TO PAY FOR**

REIMBURSEMENT EXPENSES RELATED TO HER ATTENDANCE AT THE CREATIVE BUREAUCRACY FESTIVAL CONFERENCE IN JUNE 2026. DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO CITY MANAGER REQUESTING AUTHORIZATION OF REIMBURSEMENT FOR SUCH COSTS.

Recommendation: Receive report from the EDC Vice Chair Garcia relating to the use of EDC training budgeted funds in the amount of \$1,500 as proposed. Direction to staff on providing a memorandum to the City Manager requesting authorization of reimbursement for such costs.

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

Ivette.Iraheta@cityofvallejo.net

Motion to submit Memo to City Manager requesting the reimbursement of costs for attendance of Commissioner Garcia to the conference by Comm. Harrell, seconded by Comm. Mitchell.

Ayes:

Vice Chair Garcia

Comm. Harrell

Comm. Gonzalez

Comm. Williams

Comm. Mitchell

Absent: Chair Monroe

Motion carries.

E DISCUSS AND DEVELOP A STRATEGY FOR COMPLETING A REPORT WITH RECOMMENDATIONS FOR CITY COUNCIL TO ATTRACT CONSTRUCTION, ADVANCED MANUFACTURING, SOFTWARE/FILM AND WHOLESALE BUSINESS AS REQUESTED BY THE CITY COUNCIL

Recommendation: Discuss and develop a strategy for completing a report with recommendations for City Council to attract construction, advanced manufacturing, software/film, and wholesale business as requested by the City Council.

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

Ivette.Iraheta@cityofvallejo.net

Moved to the July meeting to make it a live-working item.

F ADOPT A RECOMMENDATION ON AI AND CIVIC TECHNOLOGY TO FORWARD TO THE CITY COUNCIL

Recommendation: Adopt a recommendation on AI and Civic Technology to forward to the City Council

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

Moved to a future meeting.

9 SECOND COMMUNITY FORUM

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No speaker during this forum.

10 REPORT OF THE CITY COUNCIL LIAISON

Council Liaison Matias provided an update on City Council action items from the last month's meetings.

11 FUTURE AGENDA ITEMS

No future agenda items were requested.

12 ANNOUNCEMENTS

Comm. Harrell asked about status regarding vacancies for EDC and other Commissions.

13 ADJOURNMENT

Meeting adjourned at 9:09 PM.

Dwight Monroe Jr., EDC Chair

ATTESTED:

Ivette Iraheta, EDC Secretary



DATE: June 10, 2026
TO: Economic Development Commission Chair and Members of the Commission
FROM: Ivette Iraheta, Economic Development Commission Secretary
SUBJECT: **REPORT FROM THE CIVIC INNOVATION AND TECHNOLOGY SUBCOMMITTEE ON STATUS OF THE POLE BANNER PROJECT. PROVIDE A RECOMMENDATION TO THE CITY COUNCIL ON SAME, INCLUDING TEXT/IMAGES AND NUMBER OF BANNERS REQUESTED TO BE PURCHASED UTILIZING EDC BUDGET FUNDS PREVIOUSLY APPROPRIATED AND REQUESTING A BUDGET AMENDMENT OF FUNDS WITHIN THE COMMISSION'S OVERALL BUDGET. PROVIDE DIRECTION TO STAFF ON CITY COUNCIL AGENDA ITEM TO AUTHORIZE SAID BANNERS, AMEND COMMISSION BUDGET AND REQUEST THE CITY MANAGER AUTHORIZE STAFF TO IMPLEMENT THE PROJECT.**

RECOMMENDATION

Provide a recommendation to the City Council on pole banner project, including text/images and number of banners requested to be purchased utilizing EDC budget funds previously appropriated and requesting a budget amendment of funds within the commission's overall budget and provide direction to staff on City Council agenda item to authorize said banners, amend commission budget and request the City Manager authorize staff to implement the project.

BACKGROUND AND DISCUSSION

The Economic Development Commission has been planning a Streetlight Pole Banner Program since the FY2023-24 timeframe. The Commissioners, during that timeframe, considered the Pole Banner project a priority to be incorporated into their FY2023-24 Work Plan. They conducted research about how other cities mount pole banners and inquired with city staff as to what the current pole banner policies were in place in the City of Vallejo.

During the FY2023-24, the EDC identifies the following objectives of the Streetlight Pole Banners Program:

- Preserve community and cultural identity.
- Promote community vibrancy.
- High-visibility opportunity for a partnering non-profit to promote events or
- Installation of exhibits that positively impact districts.

During FY2023-24 meetings, the EDC continued to discuss the topic, although direct action to implement a program wasn't taken. During the EDC 2025 Work Plan this initiative was re-incorporated into the work plan and a budget from the FY2024-25 of \$1,500 was reallocated into FY2025-26 budget.

During the February 11, 2026 meeting City Attorney provided an update as to what the City of Vallejo has done to adopt a pole banner policy. She informed the EDC that the City of Vallejo, through administrative policy adoption, has developed a policy to establish the framework for banners within the jurisdiction of the City of Vallejo. The administrative policy provides guidelines on the entities that can install banners, the purposes and the content allowed on banners. As such, the EDC can move forward with a proposal for pole banners within the city's jurisdiction.

Subject: REPORT FROM THE CIVIC INNOVATION AND TECHNOLOGY SUBCOMMITTEE ON STATUS OF THE POLE BANNER PROJECT. PROVIDE A RECOMMENDATION TO THE CITY COUNCIL ON SAME, INCLUDING TEXT/IMAGES AND NUMBER OF BANNERS REQUESTED TO BE PURCHASED UTILIZING EDC BUDGET FUNDS PREVIOUSLY APPROPRIATED AND REQUESTING A BUDGET AMENDMENT OF FUNDS WITHIN THE COMMISSION'S OVERALL BUDGET. PROVIDE DIRECTION TO STAFF ON CITY COUNCIL AGENDA ITEM TO AUTHORIZE SAID BANNERS, AMEND COMMISSION BUDGET AND REQUEST THE CITY MANAGER AUTHORIZE STAFF TO IMPLEMENT THE PROJECT.

Page 2

During that meeting on February 11, 2026, EDC took action to allocate \$7,967 for its first phase of a pole banner program. The proposal is to install pole banners on Georgia Street from Santa Clara St. to Sonoma Blvd. The commission agreed to return during their next meeting to make final decisions about the content of the banners and the process for purchasing and installation of such.

During the March 11, 2026 meeting, the EDC motioned to assign next steps on the banner project to the Civic Innovation Subcommittee. The subcommittee was assigned to carry out next steps such as creating a file with the design for the banners and to provide EDC Secretary the details in preparation for an upcoming City Council meeting.

During the EDC April 6, 2026 meeting, the EDC provided direction to staff on budget expenditures. This included having all details for the budgeted projects to the EDC Secretary by April 21, 2026. Since that meeting there has been some development in obtaining quotes, draft designs for the banners, and agreement that all details and final steps that needed to return to the full commission would be brought back during the May 13, 2026 meeting. Thus, during this meeting the full commission will provide direction to staff on the final details of the banners project, to forward such memo to the City Manager office and take the item to City Council to approve the design of the banner.

During the EDC May 13, 2026 meeting, the EDC's Civic Innovation Subcommittee provided an update on the design to the full EDC with options for a set of AI designed banners, or more traditional designs focusing on a maritime theme. There was consensus from the body that the simpler traditional design was preferred with some minor edits. The EDC suggested that the Subcommittee provide the additional details to the Secretary of the EDC to move the item to City Council during their June 23, 2026 meeting for approval of the design from City Council. Once City Council approves the design, the EDC will send the Memo to the City Manager's office requesting purchase of the banners and for Public Works staff to install them on Georgia Street. The goal is for the banners to be installed by July 2026 and remain on the poles until a future project phase recommends removal and potentially installation of new banners.

During the EDC June 10, 2026 meeting the Civic Innovation Subcommittee will provide an update on the status of the pole banner project to the EDC and provide any new direction to staff on next steps.

ATTACHMENTS

None

CONTACT

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



DATE: June 10, 2026
TO: Economic Development Commission Chair and Members of the Commission
FROM: Ivette Iraheta, Economic Development Commission Secretary
SUBJECT: **REPORT FROM EDC COMMISSIONER HARRELL RELATING TO USING BUSINESS COMMUNICATIONS AND DESIGN EDC BUDGETED FUNDS IN THE AMOUNT OF \$7,000 AS PROPOSED. DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.**

RECOMMENDATION

Receive report from the EDC commissioner Harrell relating to the use of business communication and design EDC budgeted funds in the amount of \$7,000 as proposed. Direction to staff on providing a memorandum to the City Manager requesting purchase of products as agreed to and request authorization of staff time allocated to implement such project.

BACKGROUND AND DISCUSSION

The Economic Development Commission as part of its City Council approved Work Plan received an approved budget which included \$5,000 for business communication projects that may include professional photography, or other related work products, and \$2,000 for Design and Communications that may include marketing or related work. During the EDC March 11, 2026 the EDC agreed to request that the Civic Innovation and Technology subcommittee work on returning with a recommendation for the use of these budgets.

During the April 8, 2026 meeting, the Civic Innovation and Technology Subcommittee provided details on a proposed safety and beautification pilot project to use the \$7,500 allocation for this purpose but did not bring back a proposal for the \$5,000 business communication or for the \$2,000 design and communications line items. The EDC then agreed to combine these two remaining budget line items into a single \$7,000 and to delegate to Commissioner Harrell to return with a proposal for the use of these funds for design and communications during the next EDC meeting.

During the May 13, 2026 meeting the EDC continued the item to the June meeting to allow Commissioner Harrell more time to develop the proposal for the project.

During the June 10, 2026 meeting, the goal is that the EDC will provide direction to staff to forward a memorandum to the City Manager's office to request purchase of products for the proposed design and communications project and to request a memorandum to the city manager's office to request authorization of staff to fulfil the implementation of such project.

ATTACHMENTS

Date: June 10, 2026

Subject: REPORT FROM EDC COMMISSIONER HARRELL RELATING TO USING BUSINESS COMMUNICATIONS AND DESIGN EDC BUDGETED FUNDS IN THE AMOUNT OF \$7,000 AS PROPOSED. DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.

Page 2

None

CONTACT

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

ivette.iraqueta@cityofvallejo.net



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SUBJECT: **REPORT FROM THE BUSINESS RETENTION AND EXPANSION SUBCOMMITTEE RELATING TO USING BUSINESS ROUNDTABLES & RECRUITMENT EVENTS & COMMUNITY ENGAGEMENT & SENTIMENT ANALYSIS FUNDS IN THE AMOUNT OF \$5,500 AS PROPOSED OR TO REQUEST REASSIGNMENT OF SUCH FUNDS TO ANOTHER COMMISSION PROJECT WITH COUNCIL APPROVAL AND DIRECTION TO STAFF ON PROVIDING MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.**

RECOMMENDATION

Receive report from the Business Retention and Expansion on Sonoma Blvd. subcommittee relating to the use of business roundtables and recruitment events and community engagement & sentiment analysis funds as proposed or to request reassignment of such funds to another commission project with Council approval and direction to staff on providing memorandum to the City Manager requesting the purchase of said products utilizing EDC budgeted funds appropriated for same and authorization of staff time to complete purchase.

BACKGROUND AND DISCUSSION

The Economic Development Commission, as part of its City Council approved Work Plan received an approved budget which included \$3,500 for business roundtables and recruitment events and \$2,000 for community engagement and sentiment analysis activities.

During the EDC March 11, 2026 the EDC agreed to request that the Business Retention and Expansion on Sonoma Blvd. Subcommittee work on developing a proposal for the use of these funds.

During the April 8, 2026 meeting, EDC agreed to combine these two budget line items into a single \$5,500 amount and requested that the subcommittee return with a proposal during the May 13, 2026 meeting.

During the May 13, 2026 meeting the EDC continued the item to the June EDC meeting to allow the subcommittee more time to develop the proposal for the project.

During the June 10, 2026 meeting, the goal is that the subcommittee will make a proposal to the full EDC for the use of the funds for business roundtables and recruitment events and/or community engagement and sentiment analysis activities, or to request reassignment of such funds to another commission project with Council approval. If a proposal is agreed to by the EDC, then the EDC will provide direction to staff on submitting a memorandum to the city manager's office to request authorization of purchase of items for such activities and for staff to fulfil the implementation of such project.

Date: June 10, 2026

**Subject: REPORT FROM THE BUSINESS RETENTION AND EXPANSION
SUBCOMMITTEE RELATING TO USING BUSINESS ROUNDTABLES &
RECRUITMENT EVENTS & COMMUNITY ENGAGEMENT & SENTIMENT
ANALYSIS FUNDS IN THE AMOUNT OF \$5,500 AS PROPOSED OR TO REQUEST
REASSIGNMENT OF SUCH FUNDS TO ANOTHER COMMISSION PROJECT WITH
COUNCIL APPROVAL AND DIRECTION TO STAFF ON PROVIDING
MEMORANDUM TO THE CITY MANAGER REQUESTING THE PURCHASE OF
SAID PRODUCTS UTILIZING EDC BUDGETED FUNDS APPROPRIATED FOR SAME
AND AUTHORIZATION OF STAFF TIME TO COMPLETE PURCHASE.**

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ATTACHMENTS

None

CONTACT

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