Economic Vitality Commission

Alexander Matias, Chair
Calvin Harrell, Vice-Chair
Thomas Barbiero
Vacant
Nicole Loufas
Dwight Monroe Jr.
Reina Robinson

ECONOMIC VITALITY COMMISSION
REGULAR MEETING
COUNCIL CHAMBERS

555 Santa Clara Street, Vallejo, California

FEBRUARY 8, 2023
6:00PM

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.
City Hall and the Council Chambers 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:

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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
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1. CALL TO ORDER

2. PLEDGE OF ALLIGENCE

3. ROLL CALL

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 February 8th, 2023 agenda.

6. APPROVAL OF MINUTES

A. Recommendation: By motion, approve the minutes from the December 14th, 2022, meeting.

7. INTRODUCTIONS, PRESENTATIONS AND DISCUSSION ITEMS

A. Introduction of Economic Vitality Commission Council Liaison: Councilmember Loera-Diaz, Chair Matias

B. Business Safety and Security: Measures to Safeguard Businesses, Vallejo Police Department, Captain Ramsay

C. Buy Local/Shop Vallejo, Vallejo Chamber of Commerce President Shawna Gilroy (Tentative) and City of Vallejo Economic Development Director Michael Nimon

D. 2023 Workplan Discussion, Chair Matias, Vice-Chair Harrell

8. REPORT OF THE SECRETARY AND ED DIRECTOR

A. Economic Development Activities Quarterly Update, City of Vallejo Economic Development Director, Michael Nimon

B. Status of EVC Vacancy, City of Vallejo Economic Development Program Manager, Ivette Iraheta

C. Update on City's new Economic Development Department Website Performance Indicators, City of Vallejo Economic Development Program Manager, Ivette Iraheta

9. ACTION CALENDAR

A. Establish the Business Attraction and Retention Ad hoc Committee Members, for a two-year period, from 12/14/22-12/13-24, to support Business Attraction and Retention activities in the City of Vallejo, EVC Chair Matias

B. Approval of taking the Economic Vitality Commission's Workplan Updates to City Council, during its March 28, 2023 meeting, Chair Matias

10. SECOND COMMUNITY FORUM

See Community Forum Above for ways to comment.

11. REPORTS OF THE CITY COUNCIL LIAISON

City of Vallejo Councilmember Loera-Diaz

12. INFORMATION ITEMS, ACTIVITY REPORTS, AND ANNOUNCEMENTS

13. COMMISSIONER COMMENTS

14. ADJOURNMENT

I, Ivette Iraheta, Secretary, do hereby certify that we have caused a true copy of the above notice and agenda to be delivered to each of the members of the Economic Vitality Commission, at the time and in the manner prescribed by law and that this agenda was posted at City Hall, 555 Santa Clara Street, CA by 5:00 p.m., February 3, 2023.
Dated: Friday, February 3rd, 2023.

_____
Ivette Iraheta, EVC Secretary

Economic Vitality Commission

Alexander Matias, Chair
Calvin Harrell, Vice-Chair
Thomas Barbiero
Vacant
Nicole Loufas
Dwight Monroe Jr.
Reina Robinson

MINUTES
ECONOMIC VITALITY COMMISSION
REGULAR MEETING
COUNCIL CHAMBERS

555 Santa Clara Street, Vallejo, California

DECEMBER 14, 2022
6:00PM

NOTICE: Members of the Public will be able to participate in-person or remotely via Zoom.
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1. CALL TO ORDER

Meeting called to order at 6:11 PM

2. PLEDGE OF ALLIGENCE

Led by Chair Matias

3. ROLL CALL

Matias - Present
Harrell - Present
Barbiero - Absent
Loufas - Present
Monroe - Present
Robinson – Present
Staff present: Nimon, Iraheta, Asst. City Attorney Zagaroli
Council Liaison: Dew – Present

4. FIRST COMMUNITY FORUM

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No speakers for this forum.

5. APPROVAL OF AGENDA

A. Recommendation: By motion, approve the December 14th, 2022 agenda

Motion to Approve agenda by Commissioner Monroe and Seconded by Commissioner Harrell.

Matias - Yes
Harrell - Yes
Barbiero - Absent

Loufas -Yes
Monroe – Yes
Robinson – Yes

Motion passes unanimously.

6. APPROVAL OF MINUTES

A. Recommendation: By motion, approve the minutes from the October 12th, 2022, meeting.

Motion to approve agenda by Commissioner Loufas and seconded by Commissioner Monroe.

Matias - Yes
Harrell - Yes
Barbiero - Absent
Loufas -Yes
Monroe – Yes
Robinson – Yes

Motion passes unanimously.

7. PRESENTATION AND DISCUSSION ITEMS

A. Buy Local Vallejo 2023, Chair Matias

Discussion initiated by Chair Matias on Buy Local Campaigns.

B. Update on Business Retention Interviews: Old and New, City of Vallejo Economic Development Director, Michael Nimon

Discussion on Business Retention lead by Michael Nimon.

8. REPORT OF THE SECRETARY

A. Status of EVC Vacancy, City of Vallejo Economic Development Program Manager, Ivette Iraheta

Update on EVC vacancy by Sec. Iraheta

B. Update on City's new Economic Development Department website, City of Vallejo Economic Development Program Manager, Ivette Iraheta

Website updates provided by Sec. Iraheta

9. ACTION CALENDAR

A. Establish the Business Attraction and Retention Ad hoc Committee for a two-year period, from 12/14/22-12/13-24, to support Business Attraction and Retention activities in the City of Vallejo, EVC Chair Matias

Motion to establish the Ad Hoc Committee on Business Attraction, Retention and Expansion. Seconded by Commissioner Monroe.

Matias – Yes
Harrell – Yes
Barbiero – Absent
Loufas -Yes
Monroe – Yes
Robinson – Yes

Motion passes unanimously.

10. SECOND COMMUNITY FORUM

See Community Forum Above for ways to comment.

No speakers for the second community forum.

11. REPORTS OF THE CITY COUNCIL LIAISON

City of Vallejo Councilmember Pippin Dew

Comments made by Councilmember Dew.

12. INFORMATION ITEMS, ACTIVITY REPORTS, AND ANNOUNCEMENTS

No items discussed under this section.

13. COMMISSIONER COMMENTS

Comments made by Vice Chair Harrell, Comm. Monroe, and Chair Matias.

14. ADJOURNMENT

Meeting adjourned at 7:33 PM

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

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