Economic Vitality Commission

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

ECONOMIC VITALITY COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER

555 Santa Clara Street, Vallejo, California

APRIL 10, 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:
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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 April 10, 2024 Agenda.

6. APPROVAL OF MINUTES

A. Recommendation: By motion, Approve the Minutes from the December 13, 2023 Regular Meeting.

7. INTRODUCTIONS & PRESENTATIONS (INFORMATIONAL ONLY)

A. Holiday Downtown Tree Lighting Program – Written Report from Public Works Director, Melissa Tigbao, P.E.
B. Fiber Optic Broadband Update – Chief Innovation Officer and IT Director, Naveed Ashraf

8. REPORT FROM THE ED DIRECTOR AND EVC SECRETARY

A. Updates from Economic Development Director, Michael Nimon
    i. Update on City Council Funding Request, as proposed by the EVC's 2023 Resolutions

B. Updates from EVC Secretary, Ivette Iraheta
    i. EVC Commissioner Name Tags/Badges – Distribution, When to Use and When Not to Use.
    ii. Scheduling any orientations to go over EVC Commission Duties (approved work plan), Municipal Codes and Ordinances for Commissions, Brown Act, Rosenberg's Rules of Order and any other questions about a Commissioner's role within the EVC.

9. ACTION CALENDAR

A. Nomination and Selection of Chair of the EVC for a 1-year term. (April 11, 2024 to April 10, 2025), Sec. Iraheta
B. Nomination and Selection of the Vice-Chair of the EVC for a 1-year term. (April 11, 2024 to April 10, 2025), Sec. Iraheta
C. Banner Policy – Consider and possibly make a recommendation to the City Council regarding Draft Banner Policy, Chair Matias & City Attorney Nebb
D. Municipal Code Amendment and Resolution– Consider and possibly provide input on Draft amendments to Vallejo Municipal Code Chapter 2.36 and draft resolution relating to the Economic Vitality Commission for City Council Consideration, Chair Matias & City Attorney Nebb

10. SECOND COMMUNITY FORUM

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11. REPORTS OF THE CITY COUNCIL LIAISON

City of Vallejo Councilmember Loera-Diaz

12. ACTIVITY REPORTS, AND ANNOUNCEMENTS

A. Report on Business Retention and Expansion Ad Hoc Committee, Comm. Monroe, Comm Hernandez and City of Vallejo Economic

Development Staff

13. COMMISSIONER COMMENTS AND FUTURE AGENDA ITEM REQUESTS

A. Requests by commissioners, councilmember liaison and/or staff for future agenda items.

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., Thursday March 21, 2024.
Dated: Thursday, March 21, 2024.

Ivette Iraheta
Digitally signed by Ivette Iraheta
DN: cn=Ivette Iraheta, o=City of Vallejo, ou=Economic Development, email=ivette.iraheta@cityofvallejo.net, c=US
Date: 2024.03.21 13:44:34 -07'00'

_____

Ivette Iraheta, EVC Secretary

Economic Vitality Commission

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

MEETING MINUTES
ECONOMIC VITALITY COMMISSION
REGULAR MEETING
CITY COUNCIL CHAMBER

555 Santa Clara Street, Vallejo, California

DECEMBER 13, 2023
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 by Chair Matias at 6:24 PM.

2. PLEDGE OF ALLIGIANCE

Pledge of allegiance led by Chair Matias.

Motion to move item 7a. to item 2b. on the agenda by Vice Chair Harrell, Seconded by Comm. Monroe.
Voted as follows:
Yays – Chair Matias, Vice-Chair Harrell, Comm. Loufas and Comm. Monroe.
Absent – Comm. Garcia, Comm. Barbeiro, Comm. Hernandez
Motion passed with 4 votes in favor.

Oath of Office for Comm. Loufas administered by City Clerk Dawn.

3. ROLL CALL

Chair Matias - Present
Vice Chair Harrell - Present
Comm. Barbeiro - Absent
Comm. Garcia - Absent
Comm. Loufas - Present
Comm. Monroe - Present
Comm. Hernandez – Absent
Quorum with 4 Comm. Present.

4. FIRST COMMUNITY FORUM

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

No speakers for this community forum.

5. APPROVAL OF AGENDA

A. Recommendation: By motion, Approve the December 13, 2023 Agenda.

Motion to approve the agendas previously modified by Comm. Monroe, Seconded by Comm. Loufas.

Voted as follows:
Yays – Chair Matias, Vice-Chair Harrell, Comm. Loufas and Comm. Monroe.
Motion passed with 4 votes.
Absent – Comm. Hernandez, Comm. Garcia and Comm. Barbeiro.

6. APPROVAL OF MINUTES

A. Recommendation: By motion, Approve the Minutes from the October 11, 2023, Regular Meeting

Motion to approve the minutes by Comm. Monroe, Seconded by Comm. Loufas.
Voted as follows:
Yays – Chair Matias, Vice-Chair Harrell, Comm. Loufas and Comm. Monroe.
Motion passed with 4 votes.
Absent – Comm. Barbeiro, Comm. Garcia, and Comm. Hernandez.

7. INTRODUCTIONS & PRESENTATIONS

A. Introduction of Re-Appointed EVC Commissioner Nicole Loufas and Administration of Oath of Office, Chair Matias and Councilmember Loera-Diaz

Moved to item 2b. (See above).

B. Wayfinding Policies and Best Practices Presentation and Evaluation of Efficacy, Chair Matias

Presentation led by Chair Matias.

C. Main Street Vallejo Update, Main Street President Pippin Dew

Presentation led by Main Street Pres. Dew.

8. REPORT FROM THE ED DIRECTOR AND EVC SECRETARY

A. Updates from Economic Development Director, Michael Nimon

i. Discussion and Align on Proposed Opportunity Zones Investment Prospectus Next Steps, EVC Chair Matias and ED Director Michael Nimon

Director Nimon provided an update on Opportunity Zones.

B. Updates from EVC Secretary, Ivette Iraheta

i. Selection of EVC Chair and Vice Chair

Sec. Iraheta indicated that this item will be agendized during the next mtg.

ii. EVC Commissioner Name Tags - Proceeding

Sec. Iraheta explained that these tags are being ordered.

9. ACTION CALENDAR

A. Vallejo Banner Program and Related Policy in Business Districts and Next Steps, City Attorney and EVC Chair Matias

Sec. Iraheta provided an update on the research received from Commissioners and turned it over to City Attorney Nebb to provide an update on review of the research. Attorney Nebb provided an update.
Next steps: Attorney Nebb to draft a policy for EVC to provide input on with target by Feb. 2024 mtg. or by the following mtg.

10. SECOND COMMUNITY FORUM

See Community Forum Above for ways to comment.

No speaker during this Comm. forum.

11. REPORTS OF THE CITY COUNCIL LIAISON

City of Vallejo Councilmember Loera-Diaz

Councilmember Loera-Diaz was absent from this mtg.

12. INFORMATION ITEMS, ACTIVITY REPORTS, AND ANNOUNCEMENTS

A. Report from Ad Hoc Business Retention and Expansion Committee, Comm. Hernandez, Comm. Loufas and Comm. Monroe.

Brief comments by Comm. Monroe.

13. COMMISSIONER COMMENTS AND FUTURE AGENDA ITEM REQUESTS

Chair Matias - Requesting future agenda item on Tree Lighting Program requesting PW Director to present on this agenda item.

Votes:

Yays – Chair Matias, Vice Chair Harrell, Comm, Monroe, Comm. Loufas.

Chair Matias - Requesting future agenda item on Tree Lighting Program requesting PW Director and CMO to present on this agenda item.

General concurrence to accept addition of this agenda item.

14. ADJOURNMENT

Metting adjourned at 8:43 PM.

From:	Melissa Tigbao
To:	Michael Nimon
Cc:	Oscar Alcantar; Jason Ackley; Matt Herrera; Terrance Davis; Gillian Haen; Mike Malone; Narcissa Wilson; Dan Sequeira; Mark Helmbrecht; Ivette Iraheta
Subject:	Economic Vitality Commission - Tree Light Program Request from Dec 2023
Date:	Thursday, February 8, 2024 6:11:34 PM
Attachments:	image001.png image002.png image003.png image004.png image005.png

Hi Michael,

I watched the December EVC meeting to understand that the request that they have regarding a Tree Lighting Program to help brighten the downtown and potentially city-wide.

Public Works has been working with the CCRC on scoping out an improvement project for downtown lights after $100,000 was granted toward the effort.

There are challenges in being able to install and maintain a full Tree Lighting Program at this time.

The Public Works Department has 3 staff members (electricians and signal technicians) that are responsible for repairing and maintaining electrical systems in the entire City. In the Public Right-of-Way – this includes all City-owned Street Lights, 139 traffic signals, and numerous traffic safety devices such as flashing beacons, lighted crosswalks and lighted street named signs to name a few. Over the past 6-9 months, there has been an astonishing increase in copper wire theft, where tens of thousands of linear feet of wire is being stolen from our systems leaving blocks of inoperable streetlights. While staff are doing their best to repair each connection, they are still required to respond to downed equipment or malfunctioning traffic signals at intersections.

Regarding the downtown area, the other challenge is the lack of adequate power supply. The current panel is at capacity and adding any other lighting or electrical tie-in requires upgrades to the electrical grid. Panel upgrades are depended on the size of the feed that is needed from PG&E as they will upgrade the service to the cabinet (power supply). After speaking to our electricians, the upgrade involves PG&E to do design and approval, which can take 6-12 months. After that, PG&E will schedule their team for construction. However, to move forward with upgrading the panel for the downtown grid, a master plan of what is desired for this lighting program needs to be done.

Should City Council desire to prioritize this effort, funding needs to be appropriated for the development of such program, the construction/installation, and maintenance. Public Works' current budget and staffing levels is limited and already stretched very thin, that we are struggling to keep up with the repairs and maintenance as costs increase and resources decrease.

Let me know if you have any questions or want to discuss further.

Melissa Tigbao, P.E., QSD/QSP
Public Works Director
City of Vallejo | Public Works Department

(707) 648-4433 | Melissa.Tigbao@cityofvallejo.net

RESOLUTION NO. - _____ N.C.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF VALLEJO RELATING TO MEETING FREQUENCY FOR THE ECONOMIC VITALITY COMMISSION (ECONOMIC DEVELOPMENT COMMISSION)

WHEREAS, The Economic Vitality Commission did on September 13, 2023 adopt Resolution EVC – 23-03 relating to, among other things, establishing monthly meetings; and

WHEREAS, pursuant to Chapter 2.26 of the Vallejo Municipal Code, the City Council wishes to modify the meeting schedule for the Economic Vitality Commission (Economic Development Commission).

NOW, THEREFORE, BE IT RESOLVED that the Vallejo City Council will hold regular meetings monthly beginning with the month following the adoption of this resolution. Such regular meetings will be held on the second Wednesday of each month, unless deemed unnecessary by the Chairperson of the Commission

Adopted by the City Council of the City of Vallejo at a regular meeting held on _____, 2024 with the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

_____
ROBERT H. MCCONNELL, MAYOR

ATTEST:

_____
DAWN G. ABRAHAMSON

Chapter 2.36 ECONOMIC DEVELOPMENT~~VITALITY~~ COMMISSION[1]

2.36.010 Created and membership.

A. There is hereby created an economic development ~~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 development~~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 development~~vitality~~ commission shall:

A. Be familiar with current plans for economic activity in Vallejo;

B. Recommend to city council policies and programs that ~~can incentivize~~enhance job growth, result in increased private investment, and assist in sales tax 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.

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[1]Editor's note(s)—Ord. No. 1647 N.C.(2d), §§ 1, 2, adopted May 24, 2011, repealed Ch. 2.36, §§ 2.36.010—2.36.040, and enacted a new Ch. 2.36 to read as set out herein. Former Ch. 2.36 pertained to community development council—economic development commission and derived from Ord. 65 N.C.(2d), §§ 6.01—6.04, adopted 1971; and Ord. No. 1139 N.C.(2d), § 1, adopted 1990.

(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)

ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF VALLEJO AMENDING CHAPTER 2.36 OF VALLEJO MUNICIPAL CODE RELATING TO THE ECONOMIC VITALITY COMMISSION

WHEREAS, The Economic Vitality Commission did on September 13, 2023 adopt Resolution EVC – 23-03 requesting amendments to Chapter 2.36 to rename the Economic Vitality Commission, and to amend section 2.36.030 (b) of the Vallejo Municipal Code; and

WHEREAS, based upon said request, the City Council desires to make certain amendments to Chapter 2.36 of the Vallejo Municipal Code.

NOW THEREFORE THE COUNCIL OF THE CITY OF VALLEJO DOES ORDAIN AS FOLLOWS:

SECTION 1. The title of Chapter 2.36 is hereby amended to read as follows:

"Chapter 2.36 ECONOMIC DEVELOPMENT COMMISSION"

SECTION 2. Section 2.36.010 of the Vallejo Municipal Code is hereby amended to read as follows:

"2.36.010 Created and membership.

A. There is hereby created an economic development 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."

SECTION 3. Section 2.36.020 of the Vallejo Municipal Code is hereby amended to read as follows:

"2.36.020 Purpose.

The purpose of the economic development 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."

SECTION 4. Section 2.36.030 of the Vallejo Municipal Code is hereby amended to read as follows:

"2.36.030 Duties and powers.

The economic development commission shall:

A. Be familiar with current plans for economic activity in Vallejo;

B. Recommend to city council policies and programs that enhance job growth, result in increased private investment, and assist in sales tax growth;

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."

SECTION 5. Severability

If any section, subsection, sentence, clause, phrase or word of this Ordinance is for any reason held to be invalid by a court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed and adopted this Ordinance, and each and all provisions hereof, irrespective of the fact one or more provisions may be declared invalid.

SECTION 6. Effective Date.

This Ordinance shall take effect and be in full force and effect from and after thirty (30) days after its final passage.

RESOLUTION NO. EVC 23-03

A RESOLUTION OF THE ECONOMIC VITALITY COMMISSION (EVC) OF THE CITY OF VALLEJO URGING UPDATES TO THE COMMISSION STRUCTURE VIA THE MUNICIPAL CODE

WHEREAS, Chapter 2.36.020 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, as its currently constructed, developed workplans in 2021 and 2022 respectively in furtherance of its stated purpose, and has most notably accomplished the following: Development of a Business Spotlight Program, Vallejo Marketing Collateral, and Business Survey to help inform needs, proposed and actively supports the Vallejo Main Street initiative, advocated for the adoption of a new economic development strategic plan and has worked with Economic Development City of Vallejo (City) staff to make ongoing enhancements to the City Economic Development and My Vallejo EVC websites; and

WHEREAS, the Commission held a discussion on April 10, 2023 where Commissioners reflected on two years of work and identified opportunity areas and recommendations to make to the Vallejo City Council on enhancements to make to the Commission structure, purpose, duties and powers outlined in the Municipal Code; and

WHEREAS, the Commission expressed concerns at the meeting about the historical underfunding of the Economic Vitality Commission and agreed that given that Economic Development is the City Council's (Council) top priority as of the date of this resolution, it should appropriately invest in entities like the Commission, that is pursuing aligned initiatives; and

WHEREAS, the Commission expressed concerns about the lack of information available to Commissioners on current City funded community organizations carrying out economic development activities. In furtherance of equitable and transparent municipal practices, the Commission recommends that Chapter 2.36.020 be updated to include the review and recommendation to Council of any funding requests from community organizations focused on economic development initiatives; and

WHEREAS, the Commission expressed a desire to amend Chapter 2.36.030(b) outlining the duties and powers to include that the Commission shall recommend to Council policies and programs that can incentivize job growth, business investment and sales tax growth in Vallejo; and

WHEREAS, the Commissioners expressed a desire to have a Commission name reflective of the current state of Vallejo's economy and work underway to realize its future state; and

WHEREAS, the Commission believes the Economic Development Commission (in lieu of Economic Vitality Commission more accurately reflects the focus on developing an equitable, resilient and robust Vallejo economy.

NOW THEREFORE, BE IT RESOLVED:

1. That the Economic Vitality Commission hereby urges that the Vallejo City Council refers major economic development-related items to the Commission for review and recommend any funding requests from organizations looking to support economic development initiatives.
2. That the Economic Vitality Commission hereby urges that the City Council amend Chapter 2.36.030(b) of the Municipal Code to include that the Commission shall recommend policies and programs that enhance job growth, result in increased private investment, and assist in sales tax growth.
3. That the Economic Vitality Commission hereby urges the City Council to amend the Municipal Code to rename the Economic Vitality Commission to the Economic Development Commission.
4. That the Economic Vitality Commission hereby establishes that it will hold monthly meetings beginning in January 2024, during the second Wednesday of each month, unless deemed unnecessary and a Notice of Meeting Cancellation is published.

PASSED AND ADOPTED by the Economic Vitality Commission of the City of Vallejo at a regular meeting thereof held on Wednesday, September 13, 2023, by the following vote:

AYES: Chair Alexander Matias, Vice Chair Calvin Harrell, Thomas Barbeiro, Mai-Ling Garcia, and Dwight Monroe Jr.

NOES: None

ABSENT: Roberto Hernandez and Nicole Loufas