

MINUTES OF MONTHLY MEETING OF THE ECONOMIC DEVELOPMENT COMMISSION

May 10th, 2023

The Richmond Economic Development Commission's monthly meeting convened at 11:41 AM on May 10th 2023, via Zoom webinar.

Call to Order: 11:41 AM by Chair, A. Anderson

1. **Roll Call:**

A quorum was present with the following commission members: A. Anderson, B. Evans, A. Huie, A. Nurse, K. Lynch, A. Portillo Knowles, K. Lynch, G. Sewell Murphy, D. Wear, D. Heiss, R. Yazdi, R. Lee, E. Thompson, C. Kenney

2. **Absent:** D. Heiss, O. Willis

3. **Staff:** Lizeht Zepeda, Nannette Beacham

4. **Council Liaison:** Cesar Zepeda

5. **Guest:**

6. **Minutes:**

1st – B. Evans, 2nd – A. Portillo-Knowles

Presentation

Measure U Presentation – Finance Department

Finance Department presented on Measure U. Measure U is a annual business tax imposed upon persons conducting business in the City of Richmond. Measure U was presented to council in July 21, 2020; placed on ballots and approved by voters in November 3, 2020; and implemented on January 1, 2022. Business tax revenue is higher this year due to transition phase. There are 8519 total registered businesses. Renewal notices for both businesses and rentals were sent out in March and April. Staff has been communicating with the public thru phone calls, emails, online meetings, walk-ups, and returned mail. Some upcoming changes include due date changes, procedure changes, administrative rulings, website updates, major mailings, and other items before City Council such as Ordinances and Resolutions. TRAKiT software will be replaced.

Commissioner Wear asked Finance Department how EDC can support Measure U and community engagement. Commissioner Yazdi asked the Finance Department about businesses leaving due to Measure U. Staff discussed about WARN (Worker Adjustment and Retraining Notification Act) Notices and that they do not pry into reasons. Commissioner Kenney asked

about the process of attaining new business licenses. Staff discussed overhaul in business license software and application, and their availability with help in-person.

EDC Ordinance – Lizeht Zepeda

Three absences within a 12-month period would result in an automatic resignation.

Commission can vote to move meeting time.

Current chair and vice-chair can have consecutive terms.

Commissioner can nominate other commissioners for new chair and vice-chair.

Committee Reports

Policy/Green Blue New Deal

No update at this time.

Community Engagement

No update at this time.

Taste of Richmond

Date of the event is July 15, 2023, 11AM – 4PM; Teardown will be 8AM – 5PM. Tickets have been launched. Flyer will be sent out to EDC. Location is at City Hall Plaza. Subcommittee has been working with Councilmember Zepeda to have fees waived. Subcommittee is currently recruiting vendors and sponsors for the event and asked commissioners to spread the word. Subcommittee meets on Thursdays at 5PM.

Cannabis

Cannabis subcommittee had convene a community group of coalitions, small businesses, and other organizations, which has given a lot of feedback about the current. Commissioner Lynch asked about rescoring the applications. Current technical assistance in the RFP does not match the current needs of the Richmond community. SCI Consulting group is working with staff about questions with funding, allocation of funds, and technical assistance. Technical assistance provider has not been selected. Current timeline of presenting to council in June.

Sustainability: Businesses/Industrial Hemp & Expo/Assessment

City staff is working on a pilot for the survey. Proposed distribution for survey will be sending it out through the City email listserv.

Report from City Council: Councilmember Zepeda discussed receiving a presentation about the vendor process in Richmond. Current vendor list is outdated. Councilmember Zepeda discussed importance of updating vendors, shopping/buy local, and support Richmond businesses.

Staff Reports

Finance Department

See above presentation.

Public Comments/Announcements/Handouts Presentation:

Lizeht Zepeda read Cordell's comment: The commission is invited to attend the 2023 Hercules State of the City! Hosted by the City of Hercules, the State of the City will be held on May 17 from 6:30-8 PM at the Community Center (2001 Refugio Valley Rd).

The commission is also invited to the Hercules Cultural Festival on June 4th, 2023, at Refugio Valley Park.

7. Next Meeting: April 12, 2023

8. Adjournment: 1:00 PM