

City of Antioch Economic Development Commission MINUTES

**Regular Meeting
Tuesday, February 4, 2014
6:00 p.m.
City Council Chamber**

Chair Wright called the meeting to order at 6:05 p.m. on Tuesday, February 4, 2014, in the City Council Chamber.

ROLL CALL

Present: Vice Chair Archuleta, Commissioners Parhams, Asadoorian and Thorpe

Absent: Chair Wright, Commissioner Parsons

Staff Present: Economic Development Director Fitzer and Economic Development Analyst Nunnally

PLEDGE OF ALLEGIANCE

Item 1 – Approval of Prior Meeting Minutes

Following a motion by Commissioner Asadoorian, seconded by Commissioner Parhams, the minutes were approved 4-0.

Item 2 – New City Manager Introduction

Steve Duran provided a brief introduction and background. Mr. Duran spoke about his public sector experience working for the San Jose Redevelopment Agency, and the Cities of Richmond and Hercules. He also shared some of his private sector Real Estate experience. The Commissioners welcomed Mr. Duran to Antioch.

Item 3 – Economic Development Strategic Plan

Mr. Duran framed the topic, indicating everyone is aware of the Community Cafes and the Economic Development Focus Group (with the Chamber and others) recently held. He discussed that the City is working on a citywide Strategic Plan and that there will be an Economic Development Component. The proposed framework for the ED Component is to:

- Have an ad hoc subcommittee (already in place)
- Get individual input
- Draft the plan document
- Have a public workshop with the EDC

Mr. Duran indicated it was important to have the public workshop before taking the draft Plan to Council.

Commissioner Archuleta asked about the timeline. Mr. Duran stated that the ED component with the ad hoc (ideas/format) can start quickly, which would be a meeting with staff. He anticipates a Council workshop in March/April. He thinks there can be a good effort toward a draft in a short period of time.

Commissioner Asadoorian stated that he would like to skip the small committee and have the full Commission involved.

Commissioner Parhams indicated that they have been working on an approach with the small sub-committee – what ED is; how to approach it. They didn't want to get out in front of the Council. She would like to consider that work first.

Commissioner Thorpe agreed. Commissioner Archuleta stated that the sub-committee has been working, and reminded the group that there had been a meeting set with staff that fell through. He indicated that, if needed, there could be a special meeting of the full Commission.

Commissioner Parhams stated that they do have a Strategic Plan framework drafted, including possible elements, and things that would be important to have. Commissioner Archuleta said that the documents were not yet ready for staff or the public. He discussed having the meeting with staff, then a workshop with the full EDC to share the Committee's thoughts, then a full agenda item for determining who is to do what, etc.

Mr. Duran stated that we can work with any ideas. He liked the idea of reviewing the sub-committee work to date. He asked about ideas for getting more people to the EDC workshop. He asked to set the sub-committee meeting with staff for next week.

Commissioner Archuleta made a motion, seconded by Commissioner Asadoorian, to set the sub-committee/staff meeting for next week, then develop a notice of the upcoming workshop and agenda, have the workshop before the end of February. The motion passed 4-0.

Item 4 – Four Focus Areas

Commissioner Archuleta stated that there may not be any reports because the focus has shifted to the Strategic Plan.

- a) Quality of Life – no report
- b) Human Capital Development – no report
- c) Business and Community Outreach – no report
- d) Infrastructure and Capital Development – Commissioner Archuleta indicated there was no report, but that a lot of work has been done to try to ensure Antioch receives a ferry.

Mr. Duran stated that he'd met with Assembly member Frazier last week and he was impressed with out committed he is to the ferry project. Mr. Frazier is hoping to Chair the Transportation Committee. Mr. Duran said that he had met just today with CCTA Director Randy Iwasaki and some of his staff. They are doing transportation

planning around the Northern Waterfront Development Initiative area, per the County request, and they want to coordinate with the cities.

Commissioner Asadoorian asked in the waterfront is a new focus area. Mr. Duran stated he wouldn't call it a focus area since it is pretty much all of the waterfront from Hercules to Oakley, but CCTA is working on a regional approach.

Commissioner Archuleta stated that we had great representation from Antioch at the Northern Waterfront Forum (January 10th) – staff and officials. He said that the focus areas need to be part of the Strategic Plan as content areas – including some comment(s) around regional economic development and the waterfront. He commented that the focus areas may go away and regroup the EDC around the Strategic Plan.

Commissioner Thorpe commented on the land use permitting process as it relates to the Strategic Plan. Commissioner Archuleta said that is part of the Strategic Plan process – the issue of the permitting process has come up at the Cafes and focus groups.

Mr. Duran stated that, to be brief, yes, economic development is an overarching theme – being business friendly, responsive, and having clear and predictable processes. Our Community Development Director will be at the next EDC meeting and she has a lot of good ideas regarding staff and process issues.

Commissioner Thorpe indicated that he thought the EDC can have a meaningful contribution to the process. He also asked about discussing economic development tools like tax incentives. He mentioned the State GoBiz office activities/interests. Mr. Duran said we're not going to limit ourselves on what we discuss. He said that reconnecting with the Governor's Office is on his list of things to do. Commissioner Archuleta stated that Mr. Rajan wants to do a lot for this area.

Item 5 – Comments

- a) Public - None
- b) Commission - Commissioner Asadoorian commented on the notice placed on the dais regarding ethics training. He attended 6 months ago. Commissioners Archuleta and Parhams stated they had also completed.

Commissioner Asadoorian asked when the vacant seat will be announced. Mr. Nunnally stated that the notice would probably be out within the next 2-3 weeks. Commissioner Archuleta asked about the protocol, for people we want to encourage to apply. Mr. Nunnally said they would apply like all others. It will be announced in the newspaper, at the Council meeting(s), and word of mouth. Commissioner Asadoorian stated that Neighborhood Watch is also a good method of distribution and getting people involved. Mr. Nunnally acknowledged, and asked the Commissioners to encourage all people to apply

- c) Staff - Ms. Fitzer spoke about the AB 1234 Ethics Training reminder memo provided to all Commissioners. Mr. Nunnally mentioned the League of California Cities Planning training that he and Ms. Fitzer will be attending in March.

Mr. Duran stated that he appreciated being here. Commissioner Archuleta said that he appreciates staff.

Commissioner Asadoorian asked what happened to the Minutes Clerk idea. Commissioner Parhams said she went to the high school and inquired about an intern/volunteer to receive civic credits, but no response. Commissioner Archuleta asked about the Youth Directors Council, as part of PAL. He said we would need to discuss what we're expecting – working with staff and the Commission.

Item 6 – Adjournment

Vice-Chair Archuleta announced that the next regular meeting would be held on Tuesday, March 4, 2014 at 6:00 p.m. in the City Council Chamber and adjourned the regular meeting of the Economic Development Commission at 6:42 p.m.