

# **City of Antioch Economic Development Commission MINUTES**

**Regular Meeting  
Tuesday, June 4, 2013  
6:00 p.m.  
City Council Chambers**

Vice Chair Wright called the meeting to order at 6:07 p.m. on Tuesday, June 4, 2013, in the City Council Chambers.

## **ROLL CALL**

Present: Chair Wright, Vice Chair Archuleta, Commissioners Donisanu, Kyle, Parhams and Thorpe  
Absent: Commissioner Parsons  
Staff Present: Economic Development Director Fitzer and Economic Development Analyst Nunnally

## **PLEDGE OF ALLEGIANCE**

Commissioners approved the prior-meeting minutes 6-0 (Parsons absent).

In discussing the Economic Development Strategic Plan, EDD Fitzer suggested and commissioners agreed that each EDC member should attend the upcoming citywide community outreach meetings and be seated at a table with a Councilmember and a member of Staff as an opportunity for commissioners to get community feedback as Economic Development will be one of the topics discussed. Commissioners agreed that there would be better attendance and community participation at the citywide meetings than if the EDC attempted to host its own series of meetings.

During discussion of the EDC Resolution/Council Recommendation Process, Commissioner Donisanu suggested that to increase transparency to the public, all policy recommendations that will be sent to the Council should be done via a resolution that the recommending commissioner drafts and brings to the Commission to allow the Commission to vote on whether to bring the policy recommendation to Council. EDA Nunnally confirmed that the process as proposed by Donisanu is the process currently in place, and Donisanu made a motion to make the Commission more aware of the current process and the Commission unanimously approved the motion 6-0. Donisanu then requested that the reaffirmation of the process be reflected in the Minutes, and that an orientation document be developed within the next six months.

For the *A Policy Approach: Economic Development and the City of Antioch* item, Donisanu discussed the Four Areas of Focus he listed in his document, citing examples of some of the efforts that may be undertaken to address the four focus

areas and the intended benefits to the community. Vice Chair Archuleta commented that the document forms the questions the EDC should be asking and said that the document lays out the framework for what the commissioners will be doing at the Strategic Planning Sessions. It was then pointed out that commissioners on each subcommittee should research to find out what has already been done in each of the four focus areas. Donisanu then suggested that the Commission ask Council for funding for an updated demographics study for use in business outreach activities and Chair Wright offered to speak with the Workforce Development Board of Contra Costa County about possible funding for such a study.

For item 5, Donisanu recommended asking Council for resources to hire a Minutes Clerk. EDD Fitzer stated that there was no funding allocated in the FY 2013/14 budget and that Staff would try to put together better Minutes. The idea of seeking a volunteer Minutes clerk was raised, and Donisanu conveyed his desire to discuss at the August EDC meeting the drafting of a resolution to be sent to Council that outlines some of the benefits of a Minutes Clerk and to request that the Council fund a vendor to provide Minutes Clerk services.

During the EDC Focuses portion of the meeting, there was general consensus among the Commission that appropriate sub-committees will grow out of the community outreach meetings so it would be premature to attempt to develop new sub-committees now.

There was no update on the Neighborhood and Quality of Life focus area, and under the Business and Regional Outreach focus area there was no update on the Ferry Terminal Business Opportunities sub-committee efforts but Wright, under the Antioch's Competitive Advantage sub-committee item, recounted the positive outlook on display at the annual State of the City luncheon, discussed the favorable trends for Contra Costa County – especially East County – presented by Christopher Thornberg at the East Bay EDA Economic Outlook event, and announced that Tom Terrill was now head of the East Bay Leadership Council.

During discussion on Human Capital Development, Archuleta suggested that the EDC create partnerships with organizations already engaged in these types of activities, and Wright mentioned that the linked-learning academies were garnering positive press, including a mention on KCBS.

For the Infrastructure and Capital Investment item as it relates to Future Funding for Economic Development, sub-committee Chair Kyle announced that this would be his last meeting but stated that he firmly believes in developing an endowment fund. At that time EDA Nunnally presented Kyle with a certificate of appreciation for his service to the EDC specifically, and thanked Kyle for his many years of service to the Antioch community in general.

During Public Comments, resident Jeff Bell stated that he thought the City was missing an opportunity to use interns to serve anywhere from eight weeks to one year and that they should not be externships.

During Commission comments, Archuleta thanked Bell for his comments and stated that Antioch High School has an internship program. Commissioner Parhams suggested that an internship program is a chance to grow the community and bring about change to the community through its youth. Donisanu added that engaging

youth in the democratic process might provide the benefit of having youth participate and attend the EDC meetings.

During Staff Comments, ED Director Fitzer and EDA Nunnally spoke about the Northern Waterfront Development Initiative being undertaken by the County of Contra Costa, their trip to ICSC's RECon event, updated the Commission about the current recruitment and discussed the current intern being utilized by the City.

Chair Wright announced that the next regular meeting would be held on Tuesday, August 6, 2013, at 6:00 p.m. in the City Council Chambers and adjourned the regular meeting of the Economic Development Commission at 7:43 p.m.

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