



City of Antioch
Economic Development Commission
Regular Meeting
Tuesday, February 2, 2015
6:00 p.m.
Council Chamber, Antioch City Hall
Third & "H" Streets

AGENDA

6:00 P.M.

Keith Archuleta
Joseph Adebayo
Robert Kilbourne
Lamar Thorpe
Ken Turnage
Sean Wright
Joshua Young

ROLL CALL

Commissioners

PLEDGE OF ALLEGIANCE

1. Approval of Prior Meeting Minutes:
Tuesday 11/3/15 EDC Regular Meeting.
2. Update : Northern Waterfront Economic Development Initiative: by Rich Seithel, Contra
Cost County Chief of Annexations and Economic Stimulus Programs
3. Reports
 - a. Business Process Subcommittee Report
Commissioners: Adebayo, Turnage, & Wright
 - b. Staff Reports
City Staff: Lizeht Zepeda
4. Three Focus Areas
 - a. Antioch's Competitive Advantage and Business Climate
 - b. Infrastructure and Targeted Development
 - c. Regional Economic Development
5. Comments
 - a. Public
 - b. Commission
 - c. Staff
6. Adjournment to Next Meeting: April 5, 2016.

1. Item Approval of 11/3/15 Minutes



City of Antioch
Economic Development Commission
Regular Meeting
Tuesday, November 3, 2015
6:00 p.m.
Council Chamber, Antioch City Hall
Third & "H" Streets

MEETING MINUTES to be APPROVED

AGENDA

ROLL CALL

Commissioners

6:04 P.M.

Keith Archuleta , Chair	Present
Joseph Adebayo	Absent
Loretta Sweatt	Present
Lamar Thorpe	Present
Ken Turnage	Present
Sean Wright, Vice-Chair	Absent
Joshua Young	Present @ 6:13pm

Meeting called into order by Chairman Archuleta at 6:04pm.

PLEDGE OF ALLEGIANCE

5. Approval of Prior Meeting Minutes:

- Tuesday 9/1/15 EDC Regular Meeting.

The Minutes were approved 5-0-2

Motion to approve: Turnage & Seconded: Sweatt

6. Community Development Director : Forrest Ebbs

Response to Subcommittee Report of Business Process Improvements

Commissioners: Adebayo, Turnage, & Wright.

Forrest Ebbs, Community Development Director was invited by staff to respond to the Business Process Subcommittee’s (BPS) “Business Process Improvements” (BPI) document, originally distributed to all commissioners at EDC’s September 1, 2015 meeting. Forrest started by introducing himself and his background, education, and experience in city planning. He explained that Antioch is doing more with less, referring to his department’s vacant positions, retirements, and shortage of staff. He reported he has not received any major complaints from the public on 2nd floor service to date. Ongoing work includes: Downtown Specific Plan and Zoning plans presented to Council next spring, completion of Wal-Mart expansion, Sand Creek Study Session public meeting early next year, and review of over 2,000 proposed housing units. After Forrest’s introduction he responded to the Subcommittee’s Business Process Improvements document that identifies six suggested areas to improve service on the 2nd floor. The following were answered by Forrest:

1. Actually be open all day: Cannot due to shortage of staff.
2. Take payments on the 2nd floor for related items: Will need to upgrade billing software.
3. Permit planning Tech: “Flex” training positions maybe available thru the state for code enforcement officers.
4. Better information also a resource: Look into GIS representative and economic staff to provide information.

5. Business contact or information: Continue to work with economic staff to assist in a business friendly process.
6. Allow the ability to pay overtime: Building inspectors maybe eligible to offer overtime, however everything has been working in a timely manner.

There were additional questions from EDC. Commissioner Young mentioned he met with Aaron from Richland Communities, Inc. and said he had good things to say about 2nd floor staff. Commissioner Thorpe asked what number staff would be ideal, Forrest responded 17 would be ideal in order to fulfill with the Subcommittee's suggested improvements to 2nd floor service.

3. Three Focus Areas

a. Antioch's Competitive Advantage and Business Climate

Commissioner Young suggested he will conduct research on City of Concord's voucher program for the homeless.

b. Infrastructure and Targeted Development

Commissioner Thorpe mentioned he is interested if there will be a mix use project near the Hillcrest BART station. Commissioner Young suggested he can report back on Richland project updates.

Commissioner Thorpe motioned to serve on a subcommittee for Infrastructure:

Motion to approve: Thorpe & Seconded: Young

Approved 5-0-2

Infrastructure Subcommittee: Thorpe, Young, & Turnage

c. Regional Economic Development

Chair Archuleta suggested we get an update for our next meeting from EC2 and the Waterfront Initiative representatives.

4. Presentation on the Antioch/East Contra Costa Health/Wealth Initiative

Iris Archuleta from Emerald HPC International gave us an overview of her background, research, study, and the work that her company is doing for the City and East Contra Costa. Iris described that the Health/Wealth Initiative has primary four interlocking clusters, works with various stakeholders to identify the health/wealth related issues facing residents of Antioch, Contra Costa's second largest city. These clusters include: business, workforce, job development, outdoor activities, mental health, law enforcement, and youth. The initiative coincides nicely with the City's future planning and vision. After Iris presentation Commissioner Young acknowledged working with John Muir has identified positive growth in the medical field in Antioch. Commissioner Turnage commented he has re-read the initiative conceptual plan to capture all the research and information provided. Commissioner Young like the plan and hopes to be part of it since he found in common a financial component working with backs he understands funding processes.

5. Comments

a. **Public** – no public comments.

b. **Commission**- Commissioner Thorpe motioned to keep producing "business process" recommendations and advise council.

Motion to approve: Thorpe & Seconded: Young

Approved 5-0-2

c. **Staff** –no comment.

6. Adjournment- 8:55p.m. Next Meeting: February 2, 2016.