



**MINUTES
ECONOMIC DEVELOPMENT COMMISSION MEETING**

**Thursday, September 28, 2017
3:00PM**

**City Hall - 922 Machin Avenue, Novato
Womack Conference Room, 2nd Fl.**

A. CALL TO ORDER/ROLL CALL

Vice Chair Pelham called the Economic Development Commission meeting to order at 3:03pm.

Commissioners Present

Present: Peter Pelham (Vice Chair), Rodrigo Silveira, John Williams, Coy Smith, David Winton, Sylvia Barry (Ex-officio)

Commissioners Absent

Tim Howard (Ex-officio)

Staff Present

Assistant City Manager Peggy Flynn, Senior Management Analyst Jessica Deakyne, Management Analyst Sherin Olivero

Public

Councilmember Pam Drew, Hutch Turner

B. APPROVAL OF FINAL AGENDA

MOTION TO APPROVE THE FINAL AGENDA

**M/S/C SMITH/WILLIAMS AYES: 5 NAYS: 0
ABSENT: 0**

C. APPROVAL OF MEETING MINUTES FOR JULY 27, 2017

MOTION TO APPROVE THE MINUTES FROM JULY 27, 2017

**M/S/C WILLIAMS/SMITH AYES: 3 NAYS: 0
ABSENT: 0
ABSTAIN: PELHAM/SILVEIRA**

D. PUBLIC COMMENT

There was no public comment.

E. GENERAL BUSINESS

E – 1 INFORMATION: Welcome New Commissioner, Rodrigo Silveira
Commissioner Silveira gave us a brief history of his background and the Commission welcomed him.

E – 2 ACTION: Election of Chair & Vice Chair

**MOTION TO APPOINT PETER PELHAM AS CHAIR OF THE EDAC
M/S/C WILLIAMS/SMITH AYES: 5 NAYS: 0
ABSENT: 0**

**MOTION TO APPOINT DAVID WINTON AS VICE CHAIR OF THE EDAC
M/S/C PELHAM/WILLIAMS AYES: 5 NAYS: 0
ABSENT: 0**

E – 3 ACTION: Designation of Ex-Officio Role

**MOTION TO APPOINT SYLVIA BARRY AS EX-OFFICIO OF THE EDAC
M/S/C PELHAM/WILLIAMS AYES: 4 NAYS: 0
ABSENT: 0**

E – 4 INFORMATION: Business Outreach Pilot Program Update

E – 5 INFORMATION: Business Appreciation Letter

F. COMMISSION COMMENTS

- a. Commissioner Silveira: informally spoke to people after he became Commissioner.
 - i. Restaurants mentioned that there is no City center – a place for population to congregate.
 - ii. Shop Local: ensure real estate and legal businesses are represented.
- b. Commissioner Smith:
 - i. How do we request updates on planning applications?
 - 1. Development is covered on all EDAC meetings under staff update
 - ii. New owners of old Pini building – very nice people, good community partner
- c. Commissioner Pelham: When is the resolution going to Council?
 - i. Council will be voting on the revised resolution on October 24
 - ii. Final comments due 5pm on Friday September 29th to Jessica
- d. Commissioner Barry:
 - i. General Plan Economic Development update status
 - 1. Bob will be here 10/26 with an update
 - ii. SMART site has a document on “what to do in Sonoma County” section on their site.
 - iii. SMART fare can be paid pre-tax.

G. STAFF UPDATE

- a. Jessica provided an update on moving the
- b. Peggy provided an update on her installation on Marin Economic Forum and getting fully staffed in the Economic Development Department. She also provided a brief update on planning projects in the City including North Bay Children’s Center, Hanna Ranch, Hamilton Hospital and the Downtown Depot Building.

H. ADJOURNMENT

**M/S/C WILLIAMS /SILVEIRA AYES: 5 NAYS: 0
ABSENT: 0**

Vice Chair Pelham adjourned the meeting at 4:23PM.