



**CITY OF NOVATO**  
**CALIFORNIA**

**ECONOMIC DEVELOPMENT ADVISORY COMMISSION**

**Minutes**

**January 6, 2022 - 3:00 PM**

**A. CALL TO ORDER AND ROLL CALL**

Meeting called to order at 3pm.

**Commissioners Present:**

Harry Thomas, Chair  
Anne Russell  
Coy Smith  
Rick Wells  
John Williams (left during meeting)  
Sylvia Barry, Ex-officio  
Miriam Hope Karell, Ex-officio

**Commissioners Absent:**

Peter Pelham, Vice Chair

**Staff Present:**

Vicki Parker, Community & Economic Development Director  
Will Morat, Senior Management Analyst, Economic Development  
Maggie Rufo

**B. APPROVAL OF FINAL AGENDA**

M/S/C Russell/Williams Ayes: 5 Nays: 0 Absent: 1

**C. PUBLIC COMMENT**

One member of the public provided a comment.

**D. CONSENT ITEMS**

**D.1 Approve Minutes of December 2, 2021** Ayes: 5 Nays: 0 Absent: 1

M/S/C Wells/Thomas

## **E. GENERAL BUSINESS**

### **E.1 Microbusiness COVID-19 Relief Grant Program – Miriam Hope Karell**

Ex-officio Member Miriam Hope Karell, of the Marin Small Business Development Center (SBDC) provided information about the Microbusiness COVID Relief Grant program and outlined an outreach strategy for the City and SBDC collaboration. Waiting for Round 2 to open.

## **F. COMMISSIONER COMMENTS**

Chair Thomas reported on a visit to Ranch Systems, a local business and recipient of the city's Downtown Improvement grant program, which was used to construct façade and building improvements, paint and upgrade their building. Chair Thomas reported they are very happy to be in downtown Novato, especially due to the food and entertainment options afforded to employees being so close to Downtown.

## **G. STAFF UPDATES**

### **G.1 Housing Element Update**

Community & Economic Development Director Vicki Parker provided an update on Novato's Housing Element timeline, and received questions and comments from the commissioners.

### **G.2 Economic Development Work Plan Update**

Will Morat provided an update on the Economic Development Work Plan regarding continued and new priorities. ChooseNovato.com, a website used to market the city businesses, will be getting a refresh and a new marketing strategy will be coming in spring.

## **H. ADJOURNMENT – 3:55pm**

M/S/C Wells/Smith

Ayes: 4    Nays: 0    Absent: 2