1. CALL TO ORDER
The meeting was called to order at 5:10 p.m.

2. ROLL CALL
Members present: Cain, Cheasty, Montagh, Sala
Members absent: Baker, Charles, Guhl

3. WELCOME & INTRODUCTIONS

4. ELECTION OF CHAIR AND VICE CHAIR
The Committee selected Cheasty as Chair and Sala as Vice Chair.

5. PUBLIC COMMENT
None.

6. ANNOUNCEMENTS/COMMUNICATIONS
Community Development Director Jeff Bond reported that he will be preparing a staff report for the City Council meeting on November 16 to discuss parking matters, including possible revisions to Measure D parking requirements. Bond will also return to the Committee at a future meeting to provide an update on planning related items.

7. PRESENTATION

6-1. Brown Act Overview
Almaguer provided an overview of the Brown Act to the Committee.

6-2. City Programs to support local businesses
Sustainability Coordinator Claire Griffing provided a presentation to the Committee regarding current programs available to support local businesses including the City’s façade improvement program, advertising space on solar cans, vacancy listings on the City’s website, energy efficiency upgrade programs, and waste diversion outreach.

A summary of Committee comments is as follows: suggested further review of the façade improvement program as the amount of funding for the program is minimal, and there may be other opportunities to utilize the funding; expressed support for the façade
improvement program and encouraged additional outreach to the businesses to inform them of the available program opportunity.

7. DISCUSSIONS AND POSSIBLE ACTION ON MATTERS RELATED TO THE FOLLOWING ITEMS:

7-1. Review of Committee Work Plan
The Committee reviewed the work plan and discussed major goals for the Committee. A summary of comments is as follows: asked about current vacancies and expressed interest in mapping vacancies to identify opportunities for recruiting particular businesses as well the City’s zoning map; expressed interest in focusing on recruitment, retention to support the City, and when they occur, amicable business closures; noted the topic of parking is likely more suited to other advisory bodies including the Planning & Zoning Commission and Traffic & Safety Commission; the Committee’s work will likely be focused on long-term opportunities; expressed interest in actively engaging particular businesses to Albany.

Moved by Sala, seconded by Cain to approve the Committee work plan. Unanimously approved.
The Committee agreed to review the work plan in advance of the next meeting to identify priorities and whether any changes should be made.

8. FUTURE AGENDA ITEMS
Next meeting topics will include: review of the Committee’s work plan for prioritization, and possible formation of subcommittees to work on items; presentation by Community Development Director Jeff Bond regarding current planning matters;
Next meeting: December 9th – 5 pm.
    Regular monthly meeting schedule: first Thursday of each month at 5 pm.

9. ADJOURNMENT

Attachments:
1. Brown Act Review
2. Economic Development Committee Work Plan