



**SUMMARY MINUTES OF THE
ECONOMIC DEVELOPMENT COMMITTEE
REGULAR MEETING
Tuesday, April 20, 2021 – 5:30 p.m.**

A remote regular meeting of the Economic Development Committee was held on April 20, 2021 via Zoom Video Communications. The meeting was called to order at 5:32 p.m. by Mayor Melissa Hernandez.

1. Call to Order

PRESENT: Mayor Melissa Hernandez and Vice Mayor Shawn Kumagai

ABSENT: None

2. Public Comment

None.

3. Approval of the Minutes of the Regular Meeting of February 16, 2021

ACTION: By consensus, the Committee approved the minutes of the Economic Development Committee regular meeting of February 16, 2021.

4. Economic Development Zone Incentives Package Proposal

Economic Development Director Hazel Wetherford introduced this item and Management Analyst Suzanne Iarla presented the proposed Economic Development Zone Incentives Package and received positive feedback. There were no comments by the members of the public who were on the call.

ACTION: By consensus, the Committee was in support of the proposed Economic Development Zone Incentives Package and bringing the item forward to the City Council at a future meeting.

5. Update on Third-Party Delivery Service Fee Caps

Economic Development Director Wetherford provided a six-month update on the City's temporary cap of the service fees charged by third-party delivery service providers. The majority of restaurants that responded to outreach made by the Office of Economic Development were appreciative of the cap and were supportive of the cap continuing to remain in effect. The cap went into effect on September 15, 2020 and will remain in effect for a period of one year from the effective date, or upon termination of the local state of emergency, whichever occurs first.

6. Commercial Façade Improvement Grant Program Withdrawal

Management Analyst Iarla informed the Committee that Brooks Motor Cars had withdrawn their application to the program. Their tenant improvements to the building are still underway.

7. American Rescue Plan Act Funding and Small Business Support Programs

Economic Development Director Wetherford provided a verbal report and received feedback on a proposal for using federal funding from the American Rescue Plan Act for two new small business support programs; a commercial rent relief program and a program to support outdoor dining.

ACTION: By consensus, the Committee was in support of the two proposed programs.

8. Request for Future Agenda Items

There were no requests for future agenda items. The Committee's next regular meeting is scheduled for June 15, 2021 at 5:30 p.m.

9. Adjournment

The meeting adjourned at 6:04 p.m.

Minutes prepared by Suzanne Iarla, Management Analyst II.

Mayor

ATTEST: _____
Economic Development Director