



**ECONOMIC DEVELOPMENT COMMITTEE
REGULAR MEETING
MINUTES**

Albany City Hall, Conference Room/Council Chambers
1000 San Pablo Avenue
Thursday, November 3, 2016
5:00 PM – 6:30 PM

1. CALL TO ORDER

The meeting was called to order at 5:00 PM

2. ROLL CALL

Members Present: Cain, Charles, Cheasty, Montagh, Sala

3. APPROVAL OF MINUTES

3-1. October 6, 2016

Moved by Sala, seconded by Cain to approve the minutes. Minutes approved unanimously.

4. PUBLIC COMMENT

Tod Abbott announced the Chamber of Commerce Citizen/Youth of the Year event that will be held on November 15. The event will also include the Artist of the Year.

5. PRESENTATION

5-1. Report from Community Development Department on Active Planning and Building Permit Applications

Community Development Director Jeff Bond discussed current planning and building permit applications, status of the Department, and upcoming actions intended to improve the permit process moving forward. The Department has hired another staff member to provide assistance to the counter, and plan checks will be outsourced to plan review companies that have been retained by the City. Additionally, the Department is implementing an electronic permitting system.

6. ANNOUNCEMENTS/COMMUNICATIONS

6-1. Staff update: Advisory Body Appointment Term; Holiday Lights Project; Economic Development Strategic Plan

Almaguer provided an update regarding the term of the advisory body appointment, and that those interested in being reappointed should fill out an application that can be found on the City's website prior to December; the holiday lighting project is underway as well as the coordinated purchase/install of garland that will be on display along Solano Avenue; a total of five proposals were received in response to the Request for Proposals for the Economic Development Strategic Plan. Almaguer will coordinate next steps to interview firms that have submitted a suitable proposal.

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

7-1. Farmers Market Subcommittee Update

Almaguer reported that the subcommittee is working to schedule a meeting with School District staff regarding the possibility of utilizing Cornell School for a farmers market.

8. FUTURE AGENDA ITEMS

The Committee identified a number of future agenda items:

Relocation of the bus stop on San Pablo Avenue at the corner of San Pablo and Solano

Parklets Policy/Procedure

Airbnb Regulations

Establishment of retail “nodes” along Solano Avenue and review of zoning to minimize residential on ground floor in retail areas

Review of zoning for Eastshore area

Removal of newspaper racks

Next meeting: December 1, 5 pm.

Regular monthly meeting schedule: first Thursday of each month at 5 pm.

9. ADJOURNMENT

The meeting was adjourned at 6:30 PM.