



# CITY OF PACIFICA ECONOMIC DEVELOPMENT COMMITTEE AGENDA

**Tuesday, February 13, 2018  
6:00 PM**

**Pacifica Police Dept. - EOC room, 2075 Pacific Coast Hwy, Pacifica**

## **CALL TO ORDER:**

### **Roll Call:**

- a. Members: Kevin Cubba, Matthew Dougherty, Michelle Hansberry, Samantha Hauser, Daisy Fong, David Leal, Jonathan Mizrahi, Grace Sobieski, Victor Spano
- b. City Council Liaisons: Sue Digre, Mike O'Neill
- c. Staff Liaison: Lorenzo Hines, Jr.
- d. Guest Speakers: Pacifica Businesses
  - i. Pacifica Chamber of Commerce: Jamie Monozon, Victor Spano
  - ii. EDC Volunteers: T Sollars, L Allen, E Harris, P Welty, Cindy Abbott
  - iii. Pacifica Tribune: Horace Hinshaw
  - iv. SMSBDC: Paula Mattisonsierra and Robert Shoffner

## **ADMINISTRATIVE BUSINESS (5 minutes):**

Approval of Order of Agenda

Approval of Minutes of January 9th, 2018 (Attachment 1)

## **COMMUNITY COMMUNICATIONS (10 minutes):**

### **Oral Communications at opening:**

This portion of the agenda is available to the public to address the Committee on any issue within the subject matter jurisdiction of the Committee that is not on the agenda.

## **COMMITTEE COMMUNICATIONS (30 minutes):**

1. 2018 Goals/Work Plan - David Leal

## **INFORMATIONAL ITEMS (10 minutes):**

1. Update by Library Advisory Committee - David Leal
2. Update from Chamber of Commerce - Victor Spano

## **STAFF COMMUNICATIONS (10 minutes)**

## **ORAL COMMUNICATION FROM THE COMMITTEE (10 Minutes):**

1. Updates from Committee Members
2. Topics for Next Meeting

## **ADJOURNMENT**

Notes:

\*Please note that timeframes were provided at the request of the Committee Chair and are meant to provide guidance and not limitations.

### **Committee Objectives:**

1. Work with the City Manager to review and develop plans to improve customer service in departments interfacing with current and potential Pacifica businesses
2. Facilitate owners/operators in existing business districts to organize, develop and implement plans for improvement and business development
3. Devise and implement a plan for outreach and marketing of Pacifica to encourage business growth.



DRAFT

CITY OF PACIFICA  
ECONOMIC DEVELOPMENT COMMITTEE  
MINUTES

Tuesday, January 9, 2018, 6:00 PM

Pacifica Police Dept. – EOC Room, 2075 Pacific Coast Hwy, Pacifica

**MEETING MINUTES**

Call to order: 6:02pm

Members in attendance: Victor Spano, Matthew Daugherty, Michelle Hansberry, Sam Hauser, Jonathan Mizrahi, David Leal, Grace Sobieski, Daisy Fong

Staff Liaison: Lorenzo Hines

City council Liaison: Sue Digre, Mike O'Neill

**Administrative Business**

Aug 8th minutes

One modification to ensure Matthew Dougherty was included in list of Committee members in attendance.

Sam motioned approval, Victor seconded, Passed unanimously (4-0) with 4 abstentions

Nov 14th minutes

Sam motioned David seconded, Passed unanimously (4-0) with 4 abstentions

**Oral communications**

Owner of Sweet Delights provided a brief introduction of her business

**Committee Communications**

Goals Work flow plan (David Leal)

Provided summary and list of items from our December meeting. Agreed that our goals should align with the city council mandate and were going to provide additional information to Lorenzo on the individual items to give better context for the rest of the committee.

Funds request to council to support edc work (David Leal)

David read letter that Kevin provided. Feedback was that we need to formulate the letter to provide an Executive Summary, provide Background, Detail the Proposal and Fiscal Impact and provide measureable outcomes for accountability. There were key considerations from the committee to consider whether we should wait until the EDC finalizes our goals also, wait for the City Council to have their goal setting meeting or to wait for the Economic Development Manager to be hired.

# DRAFT

## Chair and CO Chair Appointment (2018)

Sam nominated David Leal for chair seconded by Victor Passed unanimously

David nominated Sam to Vice chair seconded by Jonathan Passed unanimously

## **Informational items**

1) Update by library advisory Committee- David Leal—Presentation to council January 28

2) Update from chamber of commerce- Victor Spano –

Chamber award ceremony Jan 18th.

## **Staff Communications:**

Update on open Economic Development Manager position application process

## **Oral Communication from the committee**

## **Adjournment**

8:09 pm