

**CITY OF LOS BANOS
ECONOMIC DEVELOPMENT ADVISORY COMMISSION MINUTES
REGULAR MEETING – JANUARY 17, 2017**

ACTION MINUTES – These minutes are prepared to depict action taken for agenda items presented to the Economic Development Advisory Commission.

Assistant City Clerk Jana Sousa administered the Oath of Office to Commissioners Kathy Ballard, Rhonda Lowe, and Mary Segura at 3:45 p.m. prior to the call to order of the Economic Development Advisory Commission Meeting.

CALL TO ORDER: Senior Planner Elms called the Economic Development Advisory Commission Meeting to order at the hour of 4:01 p.m.

ROLL CALL – MEMBERS OF THE ECONOMIC DEVELOPMENT ADVISORY COMMISSION PRESENT: Kathy Ballard; Bertha Faria, Chamber of Commerce; Tom Faria, City Council (arrived at 4:09 p.m.); Rhonda Lowe; Mary Segura; **ABSENT:** Deborah Lewis, City Council.

STAFF MEMBERS PRESENT: Senior Planner Stacy Elms and Planning Technician Sandra Benetti.

CONSIDERATION OF APPROVAL OF AGENDA: Motion by Lowe, seconded by Ballard to approve the agenda as submitted. The motion carried by the affirmative action of all Commission Members present; T. Faria (arrived at 4:09 p.m.) and Lewis absent.

CONSIDERATION OF APPROVAL OF MINUTES – SEPTEMBER 19, 2016: Motion by B. Faria, seconded by Ballard to approve the minutes as submitted. The motion carried by the affirmative action of all Commission Members present; T. Faria (arrived at 4:09 p.m.) and Lewis absent.

CONSIDERATION OF APPROVAL OF MINUTES – OCTOBER 17, 2016: Motion by Lowe, seconded by Ballard to approve the minutes as submitted. The motion carried by the affirmative action of all Commission Members present; T. Faria (arrived at 4:09 p.m.) and Lewis absent.

PUBLIC FORUM: MEMBERS OF THE PUBLIC MAY ADDRESS THE COMMISSION ON ANY ITEM OF PUBLIC INTEREST THAT IS WITHIN THE JURISDICTION OF THE COMMISSION; INCLUDES AGENDA AND NON-AGENDA ITEMS. NO ACTION WILL BE TAKEN ON NON-AGENDA ITEMS. SPEAKERS ARE LIMITED TO A FIVE (5) MINUTE PRESENTATION. Senior Planner Elms opened the public forum. No one came forward to speak and the public forum was closed.

PRESENTATION – OPENCOUNTER ENTERPRISES, INC. CUSTOM ONLINE INTERFACE FOR ZONING AND BUSINESS LICENSE FEE INFORMATION.

Senior Planner Elms presented an online demonstration of an application that the Community & Economic Development Department will be utilizing to streamline land entitlement and business license processes; the program should launch in April 2017 at which time staff will return to EDAC with a demonstration of the services and how it pertains to the City.

Council Member T. Faria arrived at 4:09 p.m.

Discussion item only; no action taken.

PRESENTATION – PROFESSIONAL SERVICES AGREEMENT WITH BUXTON COMPANY FOR RETAIL RECRUITMENT STRATEGY AND RELATIONSHIP SERVICES.

Senior Planner Elms presented the information associated with the Professional Services Agreement with Buxton Company for retail recruitment services in which staff is looking for the City Council to approve on January 18, 2017.

Discussion item only; no action taken.

PRESENTATION – AMERICA’S SBDC CALIFORNIA.

Kurtis Clark, Director of America’s Small Business Development Center California UC Merced Regional Network (SBDC), introduce his colleague, Jennifer Butler, who runs the Merced office and presented how the SBDC is funded, how they serve four counties including Merced County, how they are hiring contracted consultants to service Los Banos and are looking for people with business ownership experience, how now is the time to build services in Merced County, how they offer workshops and training but see the real value in one on one counseling, how they have experts on funding, their desire to work with the Chamber of Commerce to co-host events, putting more focus on existing businesses than start up businesses, and encouraged everyone to send any interested people to him who may want to do consulting work in Los Banos.

Commissioner Lowe left her seat at 4:51 p.m. and returned at 4:52 p.m.

Discussion item only; no action taken.

ECONOMIC DEVELOPMENT ADVISORY COMMISSION MEMBER COMMENTS.

Senior Planner Elms reminded all that the next EDAC meeting would take place in April.

BALLARD: No report.

B. FARIA: No report.

T. FARIA: No report.

LEWIS: Absent.

LOWE: No report.

SEGURA: No report.

ADJOURNMENT. The meeting was adjourned at the hour of 4:56 p.m.

APPROVED:

/s/ Sandra Benetti

Sandra Benetti, Planning Technician