

**ECONOMIC DEVELOPMENT ADVISORY COMMISSION OF MONTEREY PARK
AGENDA**

**REGULAR MEETING
El Encanto
700 El Mercado Avenue, Monterey Park, CA 91754**

**TUESDAY
February 28, 2023
7:00 PM**

MISSION STATEMENT

The mission of the City of Monterey Park is to provide excellent services to enhance the quality of life for our entire community.

Documents related to an Agenda item are available to the public in the **Economic Development Division** located at 320 W. Newmark Avenue, Monterey Park, CA 91754, during normal business hours and the City's website at www.montereypark.ca.gov.

PUBLIC COMMENTS ON AGENDA ITEMS

You may speak up to 5 minutes on Agenda item. You may combine up to 2 minutes of time with another person's speaking. No person may speak more than a total of 10 minutes. The Commission Chair and Commissioners may change the amount of time allowed for speakers.

Per the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call City Hall at (626) 307-1359 for reasonable accommodation at least 24 hours before a meeting. Council Chambers are wheelchair accessible.

CALL TO ORDER

Chairperson

ROLL CALL

Alexander Fung, Dora Leung, Amy Newman, Billy Yeung, Tomas Wong

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS

PUBLIC COMMUNICATIONS (Related to Items NOT on the Agenda). While all comments are welcome, the Brown Act does not allow the Commission to take action on any item not on the agenda. The Commission may briefly respond to comments after Public Communications is closed. Persons may, in addition to any other matter within the Commission's subject-matter jurisdiction, comment on Agenda Items at this time. If you provide public comment on a specific Agenda item at this time, however, you cannot later provide comments at the time the Agenda Item is considered.

ORAL AND WRITTEN COMMUNICATIONS

[1.] PRESENTATIONS – NONE

[2.] CITY OF MONTEREY PARK- CONSENT CALENDAR

2-A APPROVAL OF MINUTES

It is recommended that the Economic Development Advisory Commission consider:

- (1) Approving the Minutes of the January 31, 2023, Special Meeting; and
- (2) Taking such additional, related, action that may be desirable.

[3.] PUBLIC HEARING – NONE

[4.] OLD BUSINESS – NONE

[5.] NEW BUSINESS

[5-A] Discussion on how the City of Monterey Park Economic Development Division can further support the local business community

The EDAC chairperson has requested a meeting for the Economic Development Advisory Commission to consider:

- (1) Discussing recommendations and ideas on how the City's Economic Development Division can further support the local Monterey Park business community.
- (2) Taking such additional, related, action that may be desirable.

[6.] COMMISSION COMMUNICATIONS

[7.] FUTURE AGENDA ITEMS

ADJOURNMENT



Economic Development Advisory Commission Staff Report

DATE: February 28, 2023

AGENDA ITEM NO: 2-A

TO: Economic Development Advisory Commission (EDAC)
FROM: Joseph Torres, Economic Development Manager
SUBJECT: Approval of Minutes

RECOMMENDATION:

It is recommended that the EDAC consider:

1. Approving the minutes of the January 31, 2023, Special Meeting; and
2. Taking such additional, related, action that may be desirable.

EXECUTIVE SUMMARY:

None

BACKGROUND:

None

FISCAL IMPACT:

None

Respectfully submitted by:

A handwritten signature in black ink, appearing to read "JT", written over a horizontal line.

Joseph Torres
Economic Development Manager

Prepared by:

A handwritten signature in black ink, appearing to read "Sharlene Choy", written over a horizontal line.

Sharlene Choy
Interim Economic Development
Specialist

ATTACHMENT

1. Minutes of January 31, 2023

ATTACHMENT 1
Minutes of January 31, 2023, Special Meeting

**MINUTES
MONTEREY PARK ECONOMIC DEVELOPMENT ADVISORY COMMISSION
Special Meeting
January 31, 2023**

The Economic Development Advisory Commission of the City of Monterey Park held a Special Meeting of the Commission in the Community Room #102 at City Hall, located at 320 W. Newmark Avenue in the City of Monterey Park, on Tuesday, January 31, 2023, at 7:00pm.

CALL TO ORDER:

Chairperson Chair Alexander Fung called the meeting to order at 7:04pm.

ROLL CALL:

Interim Economic Development Specialist Sharlene Choy called roll:

PRESENT: Alexander Fung, Tomas Wong, and Amy Newman.

ALSO PRESENT: Economic Development Manager Joseph Torres, and Interim Economic Development Specialist Sharlene Choy.

ABSENT: Billy Yeung and Dora Leung.

AGENDA ADDITIONS, DELETIONS, CHANGES AND ADOPTIONS - None

ORAL AND WRITTEN COMMUNICATIONS

1. PRESENTATION

1-A. MPK REWARDS PROGRAM UPDATE: Interim Economic Development Specialist Sharlene Choy presented on the progress and performance of the MPK Rewards Program to date.

1-B. NEW BUSINESS APPLICANTS UPDATE: Interim Economic Development Specialist Sharlene Choy presented on the monthly number of new business applicants to date.

Action Taken: Chairperson Alexander Fung requested Staff to find out if the new Washington College business applicant is applying for just an administrative office or building an entire college campus for their business proposal.

2. CONSENT CALENDAR

2-A. APPROVAL OF MINUTES

Action Taken: The Economic Development Advisory Commission approved the minutes from the Special Meeting of October 18, 2022.

Motion: Moved by Commissioner Amy Newman, and seconded by Commissioner Tomas Wong, motion carried by the following vote:

Ayes: Commissioner: Fung, Wong, and Newman

Noes: Commissioner: None

Absent: Commissioner: Leung and Yeung

Abstain: Commissioner: None

Action Taken: The Economic Development Advisory Committee approved the minutes from the Special Meeting of November 15, 2022.

Motion: Moved by Commissioner Amy Newman, and seconded by Commissioner Tomas Wong, motion carried by the following vote:

Ayes: Commissioner: Fung, Wong, and Newman

Noes: Commissioner: None

Absent: Commissioner: Leung and Yeung

Abstain: Commissioner: None

3. PUBLIC HEARING - NONE

4. OLD BUSINESS

4-A. CONTINUE DISCUSSION ON THE PROPOSED ECONOMIC DEVELOPMENT STRATEGIC PLAN UPDATE

Economic Development Manager Joseph Torres has consulted with the City Attorney and was advised that while EDAC can advise and provide input on the RFP process, the City Attorney, City Manager, and City Council will have the final approval and selection of the consultant for the strategic plan. Currently, the Request for Proposal (RFP) document for the strategic plan is under review, pending approval by the City Attorney and City Manager.

Action Taken:

- (1) EDAC Commissioners will be able to review the final draft of the RFP before being sent out to bid.
- (2) If approved in time by the City Manager and City Attorney, the staff plans to send out the RFP Invitations by the week of February 6, 2023. The commission suggested the proposal bid submission due date to be changed from March 15, 2023 to March 30, 2023 to provide bidders more time to prepare.
- (3) If any commissioners would like to refer a consultant for the strategic plan, please contact Economic Development Manager Joseph Torres.
- (4) The Economic Development Advisory Commission requested that the Economic Development Manager Joseph Torres check with the City Attorney to find out if zoom meetings are allowed for the strategic planning meetings.

5. NEW BUSINESS

5-A. TOPICS AND CONTENTS OF THE PROPOSED EDAC UPDATE TO CITY COUNCIL

Action Taken: The Economic Development Advisory Commission would like to wait and see how the strategic plan process progresses before providing updates to the City Council.

5-B. ADDRESS HOW EDAC CAN SUPPORT BUSINESSES AFFECTED BY TRAGIC SHOOTING EVENT OF JANUARY 21, 2023

Action Taken: The Economic Development Division has been conducting surveys with the downtown businesses that have been impacted by the shooting incident of January 21, 2023. Staff will advise EDAC of the survey findings and further discuss how best EDAC can support the businesses that were affected.

6. COMMISSION COMMUNICATIONS – NONE

7. FUTURE AGENDA ITEMS

Action Taken: The Economic Development Advisory Commission requested that Staff provide a quarterly update on the New Project Developments.

ADJOURNMENT

There being no further business for consideration, the meeting was adjourned at 8:16p.m.

Joseph Torres
Economic Development Manager