



Community Liaison

Monthly Update

Background:

Title: Community Liaison

Dept: Economic Development

Reports to: City Manager

The Community Liaison serves as a link between the City and the businesses and merchants of San Juan Bautista. Helping to establish and implement, the economic development programs and goals of the City by overseeing and coordinating business and economic development programs and activities that help retain local businesses, and attract new business to the City.

Serving as a point of contact with Local Cities, County, State and Federal Government contacts, and other private organizations as well. The Community Liaison advocates on behalf of the City and the local businesses and property owners. Connecting the regulatory process and framework of the City and other Governmental agencies with the business and property owners. The Community Liaison builds and maintains relationships with these organizations that will benefit and support the economic development of the businesses within our City.

Activity Report March 2021

Grants & Funding Ops/ Meetings and Trainings	Meetings/Trainings Facilitate/ Attend	Events Contact/Facilitator	My Current/Ongoing Projects	New Businesses & Planning Projects
State of Ca Covid-19 Small Business Grant Round 1 & 2,3,4,5	SJB Business Community Focus Group Meeting	Live Tour of SBC Cities & SJB Business for Senator Anna Caballero	Records Maintenance for meetings I facilitate	Ongoing "Customer Service" to Business Inquires, Phone & Email
SBC Small Business Grant II (County General Fund)	Parklet Subcommittee	Events Meeting with Jason Williams Event Organizer	Parklet Guidelines Amendments	New Upcoming Business: "The Water Store"
Shattered Venues Grant	HRB/Planning Commission		New Business Applications follow through & Set-up	Biz to Biz Services Marketing Consulting
HDC Econ Dev CDBG Training	SBC Business Council Meeting		Maintaining Business Entity Report	Black Pot Artisans Bakery
SB 87 Senator Caballero Planning Meeting	Chamber Tourism & Hospitality		Face to Face Individual Meetings w/Businesses	
	Integrated Waste Management/Plastic Ordinance			
	SCORE-Training			

Report Completed by: Lizz Sánchez Turner