



# Approved Meeting Minutes

## Board Meeting

### January 14, 2016

Present: Chairman Howard Rudd, Secretary/Treasurer John Norman, Directors Nick Alexander, Ed Benoit and Jim Gray

Corporate Counsel: Greg Thatch, Law Offices of Gregory D. Thatch

Corporate Staff: CEO Chris Robles and Board Secretary Lonnye Heple

## II. Action Items

### a. Approval of December 10, 2015 Board Meeting Minutes

Director Gray made a motion to approve the minutes for the December 10, 2015 Board Meeting with the following corrections:

- Correct the spelling of Norman in Item II-a
- Change the name noted as arriving at 8:10 a.m. to Chairman Rudd.

Secretary/Treasurer Norman seconded the motion.

Votes: Motion Carried 5-0

Yes: Chairman Rudd, Secretary/Treasurer Norman, Directors Alexander, Benoit and Gray

### b. Accept the FY2014-2015 Audit, the Memorandum on Internal Control and Required Communications, and the Management's Response to Observations

Secretary/Treasurer Norman made a motion to accept staff's recommendation and accept the FY2014-2015 Audit, the Memorandum on Internal Control and Required Communications, and the Management's Response to Observations. Director Gray seconded the motion.

Votes: Motion Carried 5-0

Yes: Chairman Rudd, Secretary/Treasurer Norman, Directors Alexander, Benoit and Gray.

## III. Discussion Items

### a. Property Updates

Development Analyst Bill Aiken provided an update on RCDC owned properties:

- Roof repairs are being done on 242 and 246 Vernon Street.
- 244 Vernon Street - Staff is working with the Glue Factory to obtain their occupancy permit. We still need a list/description of business that will be working out of the space. Staff will also work on identifying a way to measure their performance and downtown success.
- 238 Vernon Street – Tenant improvements continue and Ninja anticipates a March opening.

No Action Required

**b. Advantage Roseville**

Economic Development Manager Laura Matteoli provided an update on Advantage Roseville:

- Meetings continue with Founding Members and other businesses regarding their participation in Advantage Roseville. The meetings are going well and we have approximately 10-15 businesses committed.
- Laura will be scheduling a meeting in February with the steering committee to discuss the action plan and other items.
- Staff is currently working on approximately 50 leads and some are very positive.
- Staff to provide the Board with a detailed overview of the recruitment efforts.

No Action Required

**IV. Non-Agenda Public Comments**

Chairman Rudd opened the floor for public comment.

Roseville City Manager Rob Jensen spoke in regards to scheduling a workshop with the City Council and the Board of Directors in March to discuss the relationship between the two, review the operation of the RCDC and identify strategies for moving forward.

**V. Board and Staff Comments**

CEO Chris Robles notified Secretary/Treasurer Norman and Director Benoit that their terms will expire in February 2016. He requested that they notify him via email if they wish to continue on the Board for another term.

Secretary/Treasurer Norman requested an update on the Downtown Roseville Partnership. CEO Robles provided the following information:

- Tree lights and banners are up.
- Working with the Gathering Inn to recruit day porters.
- They are evaluating taking over Downtown Tuesday Nights.
- Leaf pickups have begun.
- Window cling program is in operation.
- Website is being worked on.

Director Benoit requested an update on the parking garage. CEO Robles provided the following information:

- The City issued a RFQ which identified four qualified companies. The City then issued an RFP which two of the four qualified companies submitted a proposal. Staff is in the process of reviewing the proposals and expect to make a decision in the next few weeks.

**VI. Adjournment – 9:05 a.m.**