



# Approved Meeting Minutes

## Board Meeting

### June 9, 2016

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

Corporate Counsel: Larry Larson, Law Offices of Gregory D. Thatch

Corporate Staff: CEO Chris Robles and Board Secretary Lonnye Heple

## II. Action Items

### a. Approve the May 12, 2016 RCDC Board Meeting Minutes

Director Gray made a motion to approve the minutes for the May 12, 2016 Board Meeting. Director Alexander seconded the motion.

Votes: Motion Carried 5-0

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

### b. Adopt Resolution of Commendation and Appreciation for Keller Williams Realty

Director Alexander made a motion to accept staff's recommendation and adopt resolution 07-2016 in Commendation and Appreciation of Keller Williams Realty's RED Day. Secretary/Treasurer Norman seconded the motion.

Votes: Motion Carried 5-0

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

### c. Approve Fiscal Year 2017 Budget

Secretary/Treasurer Norman made a motion to accept staff's recommendation and approve the budget for fiscal year 2017. Director Benoit seconded the motion.

Votes: Motion Carried 5-0

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

### d. Appoint Advisory Committee for Potential Real Estate Acquisitions, Sales and Tenant Leasing of Properties within Downtown

Director Alexander made a motion to accept staff's recommendation and appoint Secretary/Treasurer Norman and Director Benoit to an Advisory Committee (Ad-Hoc) with Director Alexander as an alternate for reviewing and assisting with negotiations for potential real estate acquisitions, sales and tenant leasing of properties within Downtown Roseville (addressed 238, 240, 242, 246, 316 Vernon Street and 98 Jefferson Street) and formulate future recommendations to the Board concerning such matters with the appointments to expire December 31, 2016. Director Gray seconded the motion.

Votes: Motion Carried 5-0

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

**e. Approve Contract with ICON General Contractors, Inc. for Bathroom Repair at 242 Vernon Street**

Secretary/Treasurer Norman made a motion to accept staff's recommendation to award a service agreement to ICON General Contractors, Inc. to complete the restroom upgrades at 242 Vernon Street and authorize the CEO to sign the agreement. Director Alexander seconded the motion.

Votes: Motion Carried 5-0

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

**III. Discussion Items**

**a. Advantage Roseville Update – Chris Robles**

- Busy following up on leads from various types of businesses
- 4% vacancy rate for retail
- Next Advantage Roseville meeting is tentatively scheduled for July 28, 2016

**b. Property Updates – Bill Aiken**

- 240 Vernon Street
  - One interior door is cracked and no longer under warranty. There is a possibility that the manufacturer will still stand behind their work.
  - Another application has been done to the tile due to it being slippery.
- 244 Vernon Street
  - A line for the HVAC had a wasp nest in it which created a minor leak. This repair is the responsibility of the tenant.

No Action Required

**IV. Non-Agenda Public Comments**

Chairman Rudd opened the floor for public comment.

None Received

**V. Board and Staff Comments**

CEO Robles

- PBID received their assessment
- PBID Annual report was given to the Board
- The day porter is doing a good job and they will possibly be hiring a second day porter.

**VI. Adjournment – 9:10 a.m.**