

**Redwood City Improvement Association (RCIA)**  
**Interim Board of Directors Meeting**  
**Wednesday, February 11<sup>th</sup>, 2015 – 12 noon**

**Location:** Redwood City-San Mateo County Chamber of Commerce  
1450 Veterans Blvd. Ste. 125, Redwood City, CA 94063

**AGENDA:**

1. Call to Order and Introductions Eric Lochtefeld  
Interim President
  
2. Announcements, public comment on agenda items
  
3. Approval of January 14<sup>th</sup>, 2015 Interim Board Minutes *Action Item*
  
4. Committee Reports:  
(Executive Committee) – Eric Lochtefeld
  - a. Update on transfer of funds and amount from the City
  - b. Signing contract with the City
  - c. Setting up office – update
  - d. Preparation of annual budget for the CBID – report format
  - e. Accept Committee recommendation to *“make the Interim RCIA Project Review Committee a stand alone Committee as compared to being housed within the the RC-SMC Chamber of Commerce’ Economic Development Committee”*  
*Action Item*
  
- (SOBO Committee)
  - a. RFP for cleaning services, timeline – Cathy Oyster
  - b. Projection Equipment for Video Mapping  
*Resolution: Shall the SOBO Committee and the President of the RCIA be authorized to expend \$175,450.35 for equipment and assets as follows:  
(1) \$ 137,650.35 for Projection Equipment, Installation and Maintenance of Equipment; (2) Building 3D laser scan - \$5,300.00 and (3) d3 4U Media Server Hardware and Software - \$32,500. See attached*  
*Action Item*
  - c. Other

**(DISI Committee) – Lori Lochtefeld and Don Gibson**

**a. Video Mapping Content:**

*Resolution: Shall the DISI Committee and the President of the RCIA be authorized to expend funds for the Video Mapping Content including (1) \$50,000 for Video Mapping Content (however \$20,000 will cover these costs through a grant from the Parks and Rec Foundation) resulting in a expenditure of \$30,000 for this equipment*

**Action Item**

**(Parking Management) – Kim Wilkins**

**a. Status of agreement with School District**

**b. Other**

**(Project Review)**

**a. Pending projects for review – Ben Paul**

**5. President's report**

**6. Executive Director Update**

**7. Other**

**8. Adjournment**

**9. Next Interim Board meeting: March 11<sup>th</sup>, 12:00pm, Chamber Office**

BROWN ACT: *Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at a place to be determined. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Amy Buckmaster, at the Redwood City – San Mateo County Chamber of Commerce at 650 364-1722 at least 48 hours prior to the meeting.*