



Board of Directors Meeting
Redwood City Improvement Association
Wednesday, October 12th, 2016 Noon - 1:15 pm
Location: Redwood City-San Mateo County Chamber of Commerce
 1450 Veterans Boulevard, Suite 125, Redwood City, CA 94063

Present: Eric Lochtefeld, Stacey Wagner, Ben Paul, Stephanie Kolkka, Lori Lochtefeld, Bob Oyster, Chris Beth, Aaron Aknin, Don Gibson, Cathy Oyster, Angela Rezab, Dani Gasparini, Elaine Watts and Mark Chrzanowski

Staff: Amy Buckmaster, Carolina Webster, Jeff Cobo

Other: Catherine Ralston, Kris Johnson, Christina Umhofer, and Gary Kirby

Absent: Lucy Wicks, Mitch Postel, Mike Halow, Jeff Adams, and Aaron Pellarin

MINUTES

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Call to Order	Meeting called to order at 12:05 p.m.	N/A
2. Announcements	No Announcements	N/A
3. Approval of September 14, minutes	The September 14, 2016 minutes were reviewed.	Rezab moved to approve the September 14 minutes. E. Lochtefeld seconded the motion and motion was approved unanimously.
4. Public Comments:	President Wagner went around Board Table for introductions and welcomed members of the public and let them know if they had any comments this would be the time to do so. No comments from the public were made.	N/A
5. Committee		

<p>Update: Executive Committee</p>	<p>President Wager opened up discussion and input from the Board on 2017 Committee Chair Appointments. She asked the Board if there were Board Members who had not served as a Co-Chair and if they were interested in being a Committee Chair.</p> <p>She started with the Sidewalk Operations and Beautification Committee. E. Lochtefeld and A. Rezab expressed interest in being Co-Chairs of this Committee.</p> <p>Wagner asked Current District Identity and Signage Co-Chairs Lori Lochtefeld and Don Gibson if they would like to continue as Co-Chairs. Wagner expressed her appreciation to L. Lochtefeld to her expertise in this area and hoped she would continue as Co-Chair. The Board also expressed their appreciation. No new Board Members expressed interest in Co-Chairing. L. Lochtefeld and Gibson agreed to continue as co-chairs.</p> <p>Wagner asked Current Parking Co-Chairs Aaron Aknin and Ben Paul if they would like to continue as Co-Chairs. Aknin and Paul expressed interest in continuing. No new Board Members expressed interest in Co-Chairing Parking.</p>	<p>Aaron Aknin moved to approve the motion of Eric Lochtefeld and Angela Rezab as 2016-2017 SOBO Committee Chairs. Mark Chrzanowski seconded the motion and motion was approved unanimously.</p> <p>Dani Gasparini moved to approve the motion of Lori Lochtefeld and Don Gibson as 2016-2017 District Identity and Signage Committee Chairs. Stephanie Kolkka seconded the motion and motion was approved unanimously.</p> <p>Bob Oyster moved to approve the motion of Aaron Aknin and Ben Paul as 2016-2017 Parking Signage Committee Chairs. Eric Lochtefeld seconded the motion and motion was approved unanimously.</p>
<p>5. Committee Updates: (SOBO Committee) – Cathy Oyster & Chris Beth</p>	<p>C. Oyster and C. Beth gave an update from the SOBO Committee Meeting about the Committees request of the Board for the action item of: The Board of Directors and the President of the Redwood City Improvement Association should authorize the SOBO</p>	<p>Elaine Watts moved to approve the motion. Mark Chrzanowski seconded the motion and the motion was approved unanimously.</p>

	<p>Committee recommendation of a \$3000.00 expenditure to be used as needed for interior items within the new Downtown Redwood City Police Substation.</p> <p>President Wagner asked Eric Lochtefeld if this would be in conflict with the Development Agreement of 815 Hamilton Project. E. Lochtefeld reported this did not. The Community Benefits of Donating the Location of the New Redwood City Police Station was only for space.</p> <p>The RCIA Board agreed with the Committee recommendation of the \$3000 expenditure to the Redwood City Police Department Substation. They felt this would bring added security to Downtown Redwood City Property Owners and Tenants.</p> <p>A. Buckmaster gave an update on the New Umbrellas and Pet Waste Containers. Buckmaster reported that the Umbrellas had been ordered and the SOBO Committee decided they would be placed in March of 2017. Pet Waste containers had arrived and based on feedback from RCIA, A. Buckmaster would be working with the Public Works department on placement of containers in Downtown Zone 1 & 2.</p>	
<p>(DISI Committee) - Lori Lochtefeld and Don Gibson</p>	<p>Update was given on the Scare on the Square and Downtown Light Celebrations.</p> <p>L. Lochtefeld on the RCIA Social Media and PR Campaigns gave update from Olive PR.</p>	<p>N/A</p>
<p>(Parking Management) Aaron Akin & Ben Paul</p>	<p>Akin and B. Paul gave an update on the Parking Committee's recommendation</p>	<p>Angela Rezab moved to approve the motion.</p>

	<p>Action Item of The Board of Directors and the President of the Redwood City Improvement Association should authorize the Parking Committee recommendation of an additional \$10,000 expenditure to All About Parking for Complimentary Valet Service on Friday and Saturday from October 15, 2016 through December 31, 2016 at Valet Locations. Location one – Corner of Broadway Street and Marshall Street and second new location: 600 Jefferson Avenue Garage.</p> <p>In discussion the Board thought this was a wonderful expenditure and great way to educate the Community on all parking areas in downtown Redwood City. This will also help customers who patron downtown businesses during the Holiday Season.</p>	<p>Gibson, seconded the motion and the motion was unanimously approved.</p>
<p>7. President's Report</p>	<p>Wagner expressed her thanks to the RCIA Board on being named their new President. She was looking forward to the opportunity and to keep continuing all the fantastic work RCIA is doing for Downtown Redwood City.</p> <p>Wagner also expressed her thanks to outgoing President Eric Lochtefeld and Committee Co-Chairs, Cathy Oyster, Chris Beth, Aaron Aknin, Ben Paul, Don Gibson and Lori Lochtefeld with an appreciation award on behalf of the RCIA.</p>	<p>N/A</p>

<p>8. Other</p>	<p>Buckmaster presented the Third Year Downtown Redwood City Community Benefit Improvement District Service Budget. The Annual Budget Total is \$899,314.22 an increase over the previous year's budget of \$880,513.00</p> <p>Buckmaster also presented, on behalf of the Redwood City – San Mateo County Chamber of Commerce, RCIA logo Polo Shirts, as a token of appreciation to each RCIA Board Director for entrusting the Chamber as RCIA's Administration Organization.</p>	<p>C. Oyster moved to approve the motion. E. Lochtefeld, seconded the motion and the motion was approved unanimously.</p>
<p>9. Other</p>		
<p>10. Next Board meeting</p>	<p>Next Board Meeting – November 9, 2016</p>	<p>N/A</p>
<p>11. Adjournment</p>	<p>Meeting adjourned at 1:40 pm.</p>	<p>N/A</p>

Minutes taken by: Amy Buckmaster, Executive Director, Redwood City Improvement Association