



Board of Directors Meeting
Redwood City Improvement Association
Wednesday, September 13, 2017 Noon - 1:15 pm
Location: Redwood City-San Mateo County Chamber of Commerce 1450
 Veterans Boulevard, Suite 125, Redwood City, CA 94063

Present: Jeff Adams, Chris Beth, Ben Paul, Mark Chrzanowski, Elaine Watts
 Eric Lochtefeld, Lori Lochtefeld, Cathy Oyster, Don Gibson, Angela
 Rezab, Stephanie Kolkka, Stacey Wagner,

Staff: Amy Buckmaster, Carolina Webster

Other: Catherine Ralston, Dan Smith and Bill Cagno – Redwood City Police
 Department

Absent: Mike Halow, Dani Gasparini, Aaron Aknin

MINUTES

| <i>Item</i> | <i>Discussion</i> | <i>Action Taken?</i> |
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| 1. Call to Order | Meeting called to order at 12:02 p.m. By President Stacey Wagner. | N/A |
| 2. Introductions | Wagner went around Board Table and Room for introductions. | N/A |
| 3. Moment of Silence | President Wagner asked the Board for a moment of Silence for former Redwood City Improvement Association Board Member Bob Oyster, who passed away in July. | N/A |
| 4. Approval of June 14, 2017 minutes | The June 14, 2017 minutes reviewed. | Elaine White moved to approve the June 14, 2017 minutes. Eric Lochtefeld seconded the motion and motion was approved unanimously, with 1 abstention, Stacey Wagner |
| 5. Public Announcements, Public Comments: | | N/A |

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| <p>6. Nominating Committee Update</p> | <p>a) At the June 14th Board meeting the Board approved to appoint current Board Members, Jeff Adams Eric Lochtefeld to join current President Stacey Wagner to form the Nominating Committee. Nomination Forms were sent to all current Board Members and Property Owners. The Nominating Committee met on September 7, 2017.</p> <p>1. The Nominating Committee took into consideration the below items. Volunteer Board members are required to:</p> <ul style="list-style-type: none"> • Be current on the CBID assessments for the most current fiscal year, (FY16-17); • Actively participate in one of the Committees of the Board. Help raise funds for the Board and its activities; • Support the goals and policies of the Board; • Attend all regular Board meetings; • If nominating self or other, it must be understood this is a working Board of Directors. <p>2. We also followed the rules of Article 4 Section 1 – Section 2 – Election of Directors from the RCIA Bylaws</p> <p>Action Item 1. After discussion, the nomination committee came up with the proposed Executive Officers for election.</p> <p>Election of Officers: Stacey Wagner – President; Don Gibson - Vice President; Mark Chrzanowski - Treasurer; and Stephanie Kolkka – Secretary.</p> <p>Action Item 2. And the proposed Board of Directors.</p> <p>Election of Board of Directors:</p> <p>Property Owners – Chris Beth, Mike Callagy, Don Gibson, Eric Lochtefeld, Lori Lochtefeld, Cathy Oyster, Ben Paul, Angela Rezab, Stacey Wagner, Aaron Aknin, Mark Chrzanowski, Dani Gasparini, Elaine Watts, Gloria Arteaga and Gary Johnson</p> <p>Community Members - Jeff Adams, Rosanne Foust, Stephanie Kollka, Lucy Wicks</p> | <p>Mark Chrzanowski moved to approve the Election of Officers. Chris Beth seconded the motion and motion was approved unanimously.</p> <p>Ben Paul moved to approve the Election of Board of Directors. Don Gibson seconded the motion and motion was approved unanimously.</p> |
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| <p>7. New Business</p> | <p>a) New Cannabis Regulations: Catherine Ralston, Economic Development Manager, City of Redwood City gave a brief update to the RCIA Board of Directors about the upcoming City Council Meeting on September 25 in regards the new State Regulations on the Legalization of Cannabis.</p> <p>b) Downtown Redwood City Public Safety Update: Sergeant Dan Smith, filling in for scheduled Sergeant John Cowart and Officer Bill Cagno both with the Redwood City Police Department gave a report on public safety in Downtown Redwood City per the RCIA's Board request at the June 2017 Board Meeting. The RCIA asked the Redwood City Police to attend the RCIA Board meeting due to their concerns with the safety in the City Public Garages. Sergeant Smith also gave a good update on Redwood City Homeless Population especially pertaining to the Downtown Redwood City Area.</p> | <p>N/A</p> <p>N/A</p> |
| <p>8. Committee Reports</p> <p>(SOBO Committee) – Co-Chairs Eric Lochtefeld and Angela Rezap</p> | <p>a) Downtown Redwood City Kiosk Update – Co-Chair Eric Lochtefeld gave a brief update on the proposed Kiosk's within Downtown Redwood City. The current RFP approved by RCIA at the June Board Meeting was on hold due to a potential partnership with Verizon in partnering with the RCIA and sponsoring RCIA with 3-5 Kiosks throughout Downtown. Buckmaster reported that C. Ralston and her were waiting to hear back from Verizon within the next month a draft proposal.</p> <p>b) Public Art Update – SOBO Committee Member Chris Beth gave an update from the September SOBO Committee about the presentation from Lance Fung of Fung Collaborative on Redwood City's Master Plan Art Vision. Fung Collaborative wanted to meet with RCIA and get their feedback on Public Art, as RCIA has been a funder of Public Art in Downtown Redwood City.</p> | <p>N/A</p> <p>N/A</p> |
| <p>(District Identity and Signage Committee) Co-Chairs Lori Lochtefeld and Don Gibson</p> | <p>a) PR Update from Olive PR. Co-Chair Lori Lochtefeld gave a great update from Olive PR especially in regards to how our Media pick up from the Shadow Art Project was off the charts. Lochtefeld also reported that she would begin the first RCIA FB Live</p> | <p>N/A</p> |

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| | <p>interview with Chef Manuel from LV Mar later that day. Tune in to watch her.</p> <p>b) RCIA Property Owner Report Out Celebration. Lochtefeld updated to the Board at the August DISI Committee the Committee would like to hold some type of Report Out to the RCIA Property Owners about all RCIA has done since it began. The Committee is looking to hold this in Early 2018.</p> | |
| (Parking Management Committee) Co-Chairs Aaron Akin and Ben Paul | <p>a) Downtown Redwood City Parking Guidance System Design RFP. Buckmaster let the RCIA Board know that there was not much yet to report at this time. Still waiting for responses to the RFP.</p> | N/A |
| 9. President's Report | President Wagner thanked the RCIA Board for all their time serving and looked forward to serving a second year as its Board President. | N/A |
| 10. Executive Director Update | <p>Buckmaster was happy to report since the last time the Board met in June that 2 of the 4 AED's were up. One at Courthouse Square and the Second in front of the Library. She also reported the third would be going up on Theatre Way near the Jefferson Garage exit by Pizza My Heart.</p> <p>She was also happy to report the new tree lights on the 2100 Block of Broadway near Dragon Theatre were up.</p> | N/A |
| 11. Other | N/A | N/A |
| 12. Next Board meeting | Next Board Meeting – October 11, 2017 | N/A |
| 13. Adjournment | Meeting adjourned at 1:00 pm. | N/A |

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