



Board of Directors Meeting
 Redwood City Improvement Association
 Wednesday, March 14, 2018 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, Aaron Akin, Mark Chrzanowski, Dani Gasparini, Don Gibson, Eric Lochtefeld
 Stacey Wagner, Angela Rezab, Elaine Watts, Gloria Arteaga, Cathy Oyster and
 Ben Paul, Rosanne Foust

Staff: Amy Buckmaster, Carolina Webster

Other: Electrca McBurnie, Kilroy Realty

Absent: Stephanie Kolkka, Gary Johnson, Lori Lochtefeld, Chris Beth, Mike Callagy

MINUTES

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Call to Order	Meeting called to order at 12:05 p.m. By President Stacey Wagner.	N/A
2. Introductions	Wagner went around Board Table and Room for introductions.	N/A
3. Approval of February 14, 2018 Board of Directors Minutes	The February 14, 2018 Minutes reviewed.	Gasparini moved to approve the February 14, 2018 minutes. Adams seconded the motion and motion was approved unanimously, with 1 abstention, Cathy Oyster who was not present at the February 14 Meeting
4. Public Announcements, Public Comments	Board Member Elaine Watts, let the Board know she was relocating to Seattle Area and leaving Kilroy. She introduced her replacement Electrca McBurnie. Elaine let the Board know what a wonderful time she had serving on the RCIA Board. President Wagner and fellow Board Members thanked her for her time serving on the Board.	N/A

<p>5. Committee Updates:</p> <p>(Executive Committee)</p> <p>(SOBO Committee) – Co-Chairs Eric Lochtefled & Angela Rezab</p>	<p>No Report</p> <p>A. Downtown Street Light Pole Beautification Update – Co-Chairs Lochtefled and Rezab gave an update to the Board on the SOBO’s Committee decision to look into working with a branding company before moving forward with purchasing Banner’s for the Downtown Street Light Pole.</p> <p>B. Retractable Traffic Bollards Update Co-Chairs Lochtefled and Rezab reported on a Committee suggestion topic about Traffic Bollards in Downtown. The Board had good discussion. Some Board members expressed their concern that this should be a funded project by the City vs. RCIA. Discussion was set for a later date. Board recommended looking more into this with the Police and Fire Departments.</p> <p>C. 2600 Broadway Street Brainstorming Co-Chairs Lochtefled and Rezab reported on a suggestion at the March SOBO Committee to have a Committee Task force come up with ideas of enhancement for the 2600 Block of Broadway. Task force would report back at the April SOBO Committee Meetings.</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 Gibson reported for Olive PR Strategies to the Board of Directors the monthly report Press and Social Media for the RCIA.</p> <p>B. Redwood City Improvement Association Annual Report Celebration Buckmaster, reported out on the first Annual Report Out Celebration that was held February 28, 2018. She thanked all the Board Members who attended. She thanked Eric & Lori Lochtefeld, Stephanie Kollka and Dani Gasparini for their Donation of Wine for the event and Eric & Lori for the use of the Fox Forum. Buckmaster, said President Stacey Wagner did a fantastic job with the PowerPoint Presentation. Good dialogue was had by current property Owners.</p> <p>C. Redwood City July 4th Celebration Buckmaster, let the Board know their application had been submitted and approved by the Peninsula Celebration Association. Next steps will be reported back to the DISI Committee at the end of March and see if they would like to proceed with a float in the 4th of July Parade.</p>	<p>N/A</p> <p>N/A</p> <p>N/A</p>
<p>(Parking Management Committee) Co-Chairs Aaron Akin and Ben Paul</p>	<p>A. Resolution: <i>Shall the Parking Committee and the President of the RCIA be authorized to Award the Contract for the Redwood City Improvement Association Downtown Parking Guidance System Design Project to Walker Consultants in the amount of and not to exceed \$105,000.00.</i></p>	<p>Arteaga moved to approve the motion, Gibson seconded the motion and motion was approved unanimously.</p>
<p>7. Executive Director Report</p>	<p>December 1, 2016 – November 30, 2017 Annual Report</p> <p>Buckmaster handed out the Printed Annual Report to the Board in case they did not get a copy at the Annual Report</p>	<p>N/A</p>

	<p>Out Celebration.</p> <p>Buckmaster also let the Board know that Acclaim Companies Project - 855 Main Street would be coming before the Planning Commission on Tuesday, March 20, 2018.</p>	
8. Presidents Report	President Wagner thanked everyone for coming and being a part of the RCIA Board.	N/A
9. Other	Board Member, Angela Rezab with JJJ, OnBroadway let the Board know they just recently signed a lease with West Park Bistro.	
10. Adjournment	Meeting adjourned at 12:50 pm.	N/A

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

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 1450 Veterans Boulevard, Suite 125, Redwood City, CA 94063. 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, Executive Director (650.362.5017) at least 48 hours prior to the meeting.