



REDWOOD CITY  
IMPROVEMENT  
ASSOCIATION

**Board of Directors Meeting  
Wednesday, January 13, 2021 – 12:00pm**

**Location:** Via [Zoom Video Conference](#)

**MINUTES:**

**Present:** Aaron Aknin, Angela Rezab, Ben Paul, Chris Beth, Gloria Arteaga, John Fong, Mollie Ricker, Rosanne Foust, Stacey Wagner

**Staff:** Amy Buckmaster, Felicia Basques, Maggie Fahey

**Other:** Olive Creative Strategies: Madeline Cullen

**Absent:** Alex Khojikian, Cathy Oyster, Dani Gasparini, Don Gibson, Jason Galisatus, Jihan Bayyari, Justin Mates, Katie Darling, Mark Chrzanowski, Mark Nadim

1. **Call to Order – President Angela Rezab**  
Meeting called to order at 12:09 p.m. by President Angela Rezab.  
**Action Taken: N/A**
2. **Introductions**  
Rezab went around for introductions.  
**Action Taken: N/A**
3. **Approval of Minutes from November 11, 2020 Board of Directors**  
The November 11, 2020 Minutes were reviewed.  
**Action Taken: Paul moved to approve the November 11, 2020 minutes. Wagner seconded the motion and motion was approved unanimously.**
4. **Public Announcements, Public Comment**  
**None**
5. **New Business:**  
**None**
6. **Committee Updates:**  
  
**Executive Committee** President Angela Rezab  
No update  
**None**  
  
**SOBO (Sidewalk, Operations and Beautification Committee)**  
*Next Committee Meeting – February 2, 2021 – 11:00am*  
  
Committee Co-Chairs: Rosanne Foust & Gloria Arteaga

- A. **Project Tracker:**  
*Project Management Fee for Sidewalk Operations, Beautification and Order from September 2020 – December 2020. \$3,800.00 for 38 hours (see enclosed)*  
Buckmaster thanked the Board for creating this process and summarized the project tracker. Rezab said the Chamber team has gone above and beyond the contracted hours. Foust said the time, effort and thought put forth by the Chamber team is huge and deserving of the management fee.  
**Action Taken: Akin moved to approve the SOBO Project Management Fee from September 2020 – December 2020. Foust seconded the motion and motion was approved unanimously.**
- B. Placemaking Taskforce Meeting
- January 26, 2021 @ 1pm  
Buckmaster informed the Board of the next Placemaking Taskforce Meeting date.
- C. Upcoming SOBO Meeting Agenda Discussion Items:
- The Carriage House Project  
Foust gave an overview of the Carriage House Project presentation and the Board discussed the impact of supporting this project during the COVID-29 pandemic. The Board decided that now is not the best time to invest in this project.
  
  - RCIA/City of Redwood City Capital Improvement Partnership Update  
Foust presented the current status of the Capital Improvement Partnership and said the City will bring more information to the committee in February, so there will be more to come with a possible action item in March.

## **DISI (District Identity and Signage Committee)**

*Next Committee Meeting – January 26, 2021 – Noon*

*Committee Co-Chairs: Don Gibson and Stacey Wagner*

- A. **Project Tracker:**  
*Project Management Fee for District Identity and Signage from September 2020 – December 2020. \$13,000.00 for 130 hours (see enclosed)*  
Buckmaster noted this is the amount for the DISI Committee, where the previous action item was specifically from the SOBO Committee.  
**Action Taken: Beth moved to approve the DISI Project Management Fee from September 2020 – December 2020. Arteaga seconded the motion and motion was approved unanimously.**
- B. Holiday Decorations Update  
Basques shared with the Board all of the Holiday Decorations and purchases from November through December. All members of the Board commented on their excitement to repeat the decorations again in 2021.

C. Olive Creative Strategies

- PR Update

Cullen gave a public relations and social media update from November and December and pointed out that the overall likes and followers are continuing to increase.

## **Parking Management Committee**

*Next Committee Meeting – February 8, 2021 – 10:00am*

Committee Co-Chairs: Aaron Aknin and Ben Paul

A. RCIA Partnership with the City of Redwood City Update

- Retail Action Plan: Signage and Façade Improvements; Permanent Parklets Program

Aknin gave an overview of the two potential partnerships. The Parking Committee is excited to partner on the Parklet Program and are asking the City of Redwood City to come back to the committee with a more detailed program and funding information. More to come next time.

7. **President's Report**

Rezab had nothing to report.

8. **Executive Directors Report**

Buckmaster shared with the Board that an act of vandalism occurred to RCIA property in early January. The Redwood City Police Department concluded this was an act of felony vandalism. Olive PR wrote a letter to City Council, and the Board discussed and advised on how the letter should be written and shared with Council and the public. The Board agreed the letter should be sent to Council and to ask them for a public acknowledgment as well.

9. **Other**

**None**

10. **Adjournment**

Meeting adjourned 12:54pm

11. **Next Board Meeting: Wednesday, February 10, 2021**

***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.***