



**Board of Directors Meeting**  
**Wednesday, November 10, 2021 – 12:00pm**  
**Location: Via Zoom Video Conference**

**MINUTES:**

**Present:** Aaron Aknin, Alex Livadas, Angela Rezab, Ben Paul, Brianna Mariolle, Dani Gasparini, Don Gibson, Gloria Arteaga, Jason Galisatus, Mark Chrzanowski, Mark Nadim, Paul Gadow, Rosanne Foust, Stacey Wagner

**Absent:** Alex Khojikan, Chris Beth, Justin Mates

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

**Other:** Olive Creative Strategies: Matthew Van Court  
Public: Cathy Oyster, Jihan Bayyari

**12. Call to Order – President Angela Rezab**

Meeting called to order at 12:03 p.m. by Vice President Gloria Arteaga

[Action Taken: N/A](#)

**13. Introductions**

Arteaga went around for introductions.

[Action Taken: N/A](#)

**14. Approval of Minutes from October 13, 2021 Board of Directors**

The October 13, 2021 Minutes were reviewed.

[Action Taken: Rezab moved to approve the October 13, 2021 minutes. Foust seconded the motion and motion was approved unanimously.](#)

**15. Public Announcements, Public Comment**

None

**16. New Business:**

None

**17. Committee Updates:**

**(Executive Committee)** President Angela Rezab

- Resolution: The Board is requested to authorize the Executive Committee, at its sole discretion, to review the work of the CBID Management entity, Chamber San Mateo County, and grant an annual bonus amount not to exceed \$36,000 per year, to be paid out of the Contingency reserve. This bonus shall be considered at the end of each CBID fiscal year. This bonus amount is based upon performance above and beyond the expectations of the Board as well as the overall improvement in the CBID area.

Rezab stated the Chamber is deserving of the annual bonus and thanks the team for their work this year.

[Action Taken: Foust moved to approve the annual bonus. Wagner seconded the motion, and motion was approved unanimously.](#)

- 2022 Administration/Corporate Operations Budget (Fiscal Year December 1, 2021 – November 30, 2022)  
*Action Taken: Wagner moved to approve the Administration/Corporate Operations Budget. Galisatus seconded the motion, and motion was approved unanimously.*
- 2022 Contingency/City and County Fees/Reserves Budget (Fiscal Year December 1, 2021 – November 30, 2022)  
*Action Taken: Wagner moved to approve the Contingency/City and County Fees/Reserves Budget. Galisatus seconded the motion, and motion was approved unanimously.*

### **SOBO (Sidewalk, Operations and Beautification Committee)**

*Next Committee Meeting – December 7, 2021 – 11:00am*

Committee Co-Chairs: Rosanne Foust & Gloria Arteaga

- 2022 Sidewalk Operations, Beautification and Order Budget (Fiscal Year December 1, 2021 – November 30, 2022)  
*Action Taken: Foust moved to approve the Sidewalk Operations, Beautification and Order Budget. Rezab seconded the motion, and motion was approved unanimously.*
- Project Tracker Project Management Fee for Sidewalk Operations, Beautification and Order from June 2021 – August 2021. \$2,600 for 26 hours (see enclosed)  
*Action Taken: Rezab moved to approve the Project Management Fee for the Sidewalk Operations, Beautification and Order Committee. Gasparini seconded the motion, and motion was approved unanimously.*

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

*Next Committee Meeting – November 30, 2021 – 12:00pm*

Committee Co-Chairs: Don Gibson and Stacey Wagner

- 2022 District Identity and Signage Budget (Fiscal Year December 1, 2021 – November 30, 2022)  
*Action Taken: Nadim moved to approve the District Identity and Signage Budget. Galisatus seconded the motion, and motion was approved unanimously.*
- Holiday Decorations and Lighting  
Resolution: Shall the Board of Directors and the President of the Redwood City Improvement Association authorize the DISI Committee to purchase additional Holiday Decorations and Lighting within the Downtown CBID Zone 1 and Zone 2 not to exceed \$30,000.00.  
*Action Taken: Chrzanowski moved to approve the purchase of additional holiday decorations and lighting within the downtown CBID Zones 1 and 2. Arteaga seconded the motion, and motion was approved unanimously.*
- Olive Creative Strategies PR Update  
Van Court gave a public relations and social media update from the last month announcing overall likes and followers are still increasing across all platforms.

## **Parking Management Committee**

*Next Committee Meeting – January 10, 2022 – 10:00am*

Committee Co-Chairs: Ben Paul and Aaron Aknin

- 2022 Parking Management Budget  
(Fiscal Year December 1, 2021 – November 30, 2022)  
*Action Taken: Foust moved to approve the Parking Management Committee Budget. Rezab seconded the motion, and motion was approved unanimously.*
- City of Redwood City Annual Parklet Program  
Resolution: Shall the Board of Directors and the President of the Redwood City Improvement Association authorize the Parking Committee, in partnership with the City of Redwood City, to assist with funding an architectural design consultant for the new outdoor parklets within the Downtown CBID, not to exceed \$60,000.00.  
*Action Taken: Foust moved to approve the authorization to partner with the City of Redwood City in supporting the architectural design consultant for the City of Redwood City Annual Parklet Program. Rezab seconded the motion, and motion was approved unanimously.*

### **18. President's Report**

None.

### **19. Executive Directors Report**

Buckmaster shared that the \$300,000.00 for the Theatre Way bollards and lighting improvement has been invoiced, paid and is officially off the books. The RCIA is no longer holding this large carry-over of funds.

### **20. Other**

Nadim asked for RCIA Board members to attend the RCIA-Redwood City PD safety meeting next month.

Basques shared with the Board the success of the Choose Local shopping app and encouraged Board members to download the app if they have not yet.

### **21. Adjournment**

None.

### **22. Next Board Meeting: December 8, 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.**