



REDWOOD CITY  
IMPROVEMENT  
ASSOCIATION

## Board of Directors Meeting

Wednesday, October 12, 2022 – 12:00pm

Location: Via [Zoom Video Conference](#)

### MINUTES:

**Present:** Alex Khojikian, Angela Rezab, Brianna Mariolle, Chris Beth, Don Gibson, Gloria Arteaga, Henry Sears, Justin Mates, Mark Nadim, Nancy Radcliffe, Paul Gadow, Rosanne Foust, Stacey Wagner

**Absent:** Aaron Aknin, Alex Livadas, Ben Paul, Dani Gasparini

**Staff:** Amy Buckmaster – Executive Director, Felicia Basques, Maggie Fahey, Nicole Gallosa

**Other:** Olive Creative Strategies: Matthew Van Court  
Members of the Public: Chris Sturken, Pamela Estes, Sheila Cepero

**1. Call to Order – President Gloria Arteaga**

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

**Action Taken: N/A**

**2. Introductions**

Basques went around the zoom room for introductions.

**Action Taken: N/A**

**3. Approval of Minutes from September 14, 2022 Board of Directors**

The September 14, 2022 Minutes were reviewed.

**Action Taken: Foust moved to approve the minutes. Beth seconded the motion and motion was approved unanimously. Radcliffe abstained as she was not present on September 14, 2022.**

**4. Public Announcements, Public Comment**

None.

**5. New Business**

- Promoting Local Art & Artists at the CZI Community Space  
*Presented by Pamela Estes, Redwood City Parks & Arts Foundation*

Pamela Estes shared the vision and mission of the Redwood City Parks & Art Foundation and how they partnered with CZI to bring more local artists' work to Redwood City. During the first program period, the RWC Parks & Art Foundation received 25 applications from San Mateo County residents and seven were selected. The second cohort of artists' works can be seen at the CZI Community Space by appointment now through March 2023.

## 6. Executive Directors Report

- Fiscal Year December 1, 2022 – November 30, 2023 Redwood City Improvement Association Budget

Buckmaster explained the breakdown of the budget to the Board Members.

**Action Taken: Foust moved to approve the 2022-2023 Fiscal Year Budget. Radcliffe seconded the motion and motion was approved unanimously.**

## 7. Committee Updates:

**(Executive Committee)** President Gloria Arteaga

- **2022-2023 Committee Chair/Co-Chair Appointments**

- Sidewalk Operations, Beautification and Order

Rosanne Foust volunteered to stay as co-chair. With Gloria moving on as President, SOBO needs a new co-chair. Radcliffe was nominated to serve as co-chair, and accepted.

- District Identity and Signage

Don Gibson and Stacey Wagner volunteered to stay on as DISI co-chairs.

- Parking Management Committee

Alex Khojikian and Henry Sears were nominated to serve as co-chairs by Foust. Both members accepted.

**Action Taken: Nadim moved to approve the appointments of all three committees. Gibson seconded the motion and motion was approved unanimously.**

## 7. Committee Updates:

- **(Executive Committee)** President Gloria Arteaga  
None

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

*Next Committee Meeting – November 1, 2022 – 11:00am*

Committee Co-Chairs: Rosanne Foust & Gloria Arteaga

- ***Emergency List Updated***

Foust gave an update on the Bird Scooters discussion from the last SOBO meeting, as well as sharing that the garbage and recycle containers are en-route for delivery, and installation locations will be discussed at the upcoming November meeting. Foust also stated that staff is working with the Redwood City Police Department to finalize the emergency contact list.

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

*Next Committee Meeting – October 25, 2022 – 12:00pm*

Committee Co-Chairs: Don Gibson and Stacey Wagner

- **Carolers**

Resolution: Shall the DISI Committee and the President of the RCIA be authorized to schedule holiday carolers for up to 2 days in December to stroll through Zones 1 & 2, not to exceed \$1,400.00.

Wagner informed the Board members that 2 dates have been secured, and will be finalized given Board approval.

**Action Taken: Radcliffe moved to approve the motion. Foust seconded the motion and motion was approved unanimously.**

- **Olive Creative Strategies –Public Relations Report**

Van Court gave a public relations and social media update from the last month. Van Court also shared details on the upcoming Meet Me/Where Am I? campaign – Elf Edition for the holidays.

- **Parking Management Committee**

*Next Committee Meeting – November 14, 2022 – 9:00am*

Committee Co-Chairs: Ben Paul and Aaron Aknin

Khojikian gave an update on the progress of the Outdoor Business Activity permitting process. Last day to submit applications for fee waiver eligibility is 10/31/22, and many businesses do not realize that an application is due regardless of how long they have held outdoor permits (café, restaurant, retail, etc.) in order for everyone to meet the new outdoor business program requirements. City staff is currently working to contact everyone, multiple attempts have been made to some, to inform business owners of this.

**8. President's Report**

Arteaga asked all Board members to join a committee.

**9. Executive Directors Report**

Buckmaster welcomed the new board members, and congratulated Arteaga on running her first board meeting.

**10. Other**

None.

**11. Adjournment**

Meeting was adjourned at 1:04pm

**12. Next Board Meeting: Wednesday, November 9, 2022**

**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.**