



**Board of Directors Meeting
Wednesday, April 12, 2023
Time: 12:00 – 1:00 pm**

Location: 1450 Veterans Blvd. Suite 125, Redwood City, CA 94063
[Zoom Video Conference Option - If quorum is met](#)

MINUTES:

Present: Alex Livadas, Ben Paul, Brianna Mariolle (virtually), Chris Beth, Dani Gasparini, Don Gibson, Henry Sears, Mark Nadim, Nancy Radcliffe, Stacey Wagner, Simon Vuong

Absent: Angela Rezab, Gloria Arteaga, Justin Mates, Paul Gadow, Rosanne Foust

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

Other: Eleanor Lazar – Olive Creative Strategies (virtually), Cree Jones – Cree Jones Consulting (virtually)

1. **Call to Order – Vice President Mark Nadim for President Arteaga**
Meeting called to order at 12:05 p.m. by Vice President Mark Nadim.
Action Taken: N/A
2. **Roll Call**
Basques went around and took a Roll-Call attendance
Buckmaster gave a brief update on the Brown Act and how to report an absence or need to call in via Zoom.
3. **Approval of Minutes from March 8, 2023 Board of Directors**
The March 8, 2023 Minutes were reviewed.
Action Taken: Radcliffe moved to approve. Wagner seconded the motion and motion was approved unanimously.
4. **Public Announcements, Public Comment**
None
5. **Committee Updates:**
 - **Executive Committee** – Vice President Mark Nadim
 - **No update**
None
 - **SOBO (Sidewalk, Operations and Beautification Committee)**
**Next Committee Meeting – May 3, 2023 – 3:00pm*
Committee Co-Chairs: Rosanne Foust & Nancy Radcliffe
 - **Interactive Art; Pianos – Request for Qualifications**
Resolution: *Shall the Board of Directors and the Vice President of the Redwood City Improvement Association accept the Sidewalk Beautification and Order Committee recommendation to partner with the Redwood City Arts Commission*

and Redwood City Parks and Arts Foundation to complete an RFQ (Request for qualifications) for 5 San Mateo County local artists to submit renderings for the Piano art, at \$200.00 each not to exceed \$1,000.00.

Radcliffe and Basques gave an overview of the Piano Project and the breakdown of the artist selection process. Basques explained she met with representatives from the Redwood City Parks & Arts Foundation and Redwood City Arts Commission to discuss the RFQ process and how to connect with local artists. Once five prospective artists are selected, each artist will be offered a \$200.00 stipend for their submission. Those submissions will then come back to the SOBO Committee for final selection and refinement.

Action Taken: Gibson moved to approve. Beth seconded the motion and motion was approved unanimously.

- **Interactive Art; Pianos – Commission Artists**

Resolution: *Shall the Board of Directors and the Vice President of the Redwood City Improvement Association accept the Sidewalk Beautification and Order Committee recommendation to partner with the Redwood City Arts Commission and Redwood City Parks and Arts Foundation to complete an RFQ (Request for qualifications) for 5 San Mateo County local artists to submit renderings for the Piano art, at \$200.00 each not to exceed \$9,000.00.*

Basques provided details on the second stage of the artists selection process of the Piano Project. Each artist will be awarded \$2,500 - \$3,000 depending on the piano (upright vs. baby grand). The stipend will cover time and materials, and will be paid in two payments.

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

- **Replace Tree Lights**

Resolution: *Shall the Board of Directors and the Vice President of the Redwood City Improvement Association accept the Sidewalk Beautification and Order Committee recommendation to purchase replacement lights from local supplier All Industrial Electric Supply for the downtown trees, not to exceed \$6,500.00.*

Basques explained that these are the lights on the downtown trees managed and repaired by J & A Maintenance. The last time these lights were purchased was in 2017. The City of Redwood City had a supply that J & A Maintenance had access to when RCIA's supply had run dry.

Beth also shared with the Board of Directors that the Redwood City Parks & Recreation Department will be releasing an RFQ for removal and repair of the lights on the two large trees at Hamilton and Broadway later this year.

Action Taken: Beth moved to approve. Gibson seconded the motion and motion was approved unanimously.

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

**Next Committee Meeting – May 30, 2023 – 12:00pm*

Committee Co-Chairs: Don Gibson and Stacey Wagner

DISI did not meet in March, the next meeting is scheduled for April 25, 2023.

- Olive PR
 - PR and Social Media Report

Lazar provided the public relations report, sharing that April was a busy month for public relations, which included public art, the Spring/Summer banners, the Art Kiosk Exhibition, City of Redwood City Business Roundtables, and Spring dining options. Jones provided the social media update. Social has seen a steady growth over all platforms with a gain of 371 new followers, over 307K impressions, and over 5.5K total engagements across all sites. Additionally, GIFs have grown to 529K views.

- **Parking Management Committee**

Next Committee Meeting – May 8, 2023 – 9:00am

Committee Chair: Henry Sears

- **Permanent Closure of 2000 Block of Broadway Update**

Sears provided an overview of the lively discussion at the last Parking Management meeting. Christian Hammock from the City of Redwood City provided an update to the committee on the current status of the Broadway closure. Property owners spoke about their issues with the Recology San Mateo County garbage and recycle services downtown (lack-of), on-going contamination of business recycle containers, and questions regarding service access when the street is permanently closed. Property owners also requested access to their property for repairs and redevelopment when needed. Next steps would be for Recology and City personnel to meet and discuss the issues.

- **Outdoor Business Activity Program Update**

Vuong updated the Board of Directors on the current status of the Outdoor Business Activity Program applications. There are 50 applications, the City was expecting about 20. Multiple departments are reviewing the applications so it takes time to work through the process. Additionally, many of the applications were incomplete or were not following the requested guidelines so that is taking longer to sort through as well.

Buckmaster said that she and Basques will continue to support the process, and will continue to reach out to the property owners to assist in pushing the business owners to respond to the City's comments. Buckmaster state it's also the responsibility of the property owner to work with their tenant.

6. Executive Directors Report

Buckmaster thanked Basques for her work on the Piano Project, and thanked Vuong on all his work on the outdoor parklet program, cannabis ordinance and permitting work, and many of the other economic development initiatives that have made a huge impact to the Redwood City community.

Buckmaster also announced to the Board of Directors that the Chamber offices will be moving come June 1, 2023 to 255 Shoreline Dr, Suite 150, Redwood City with a 4-year sublease.

7. New Business

Gasparini shared that Hotel Sequoia has complete the CEQA process.

8. Adjournment

Adjourned at 1:06 pm.

9. Next Board Meeting: Wednesday, May 10, 2023

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.*