



Board of Directors Regular Meeting Minutes

Wednesday, August 26, 2026

3pm – 5pm

Randy Peters Catering

105 Vernon Street, Roseville, CA 95678

Call to Order/Introductions – Tom Carlson, President @ 3:02 pm

Tom Carlson called the meeting to order at 3:02 p.m. A quorum was present. Board members and guests introduced themselves. Frank Van Sant and Wayne Wiley arrived shortly after the call to order. Tom Carlson noted the full agenda and asked members to keep comments brief.

Meeting Attendance:

DRP Board		Guests	
x	Tom Carlson – President	x	Gina McColl, City of Roseville
x	Lisa Peters – Vice President	x	Genevieve Loechler, Elevate
	Dave Herrick – Treasurer	x	Suzette Loggins, Realtor
	Ed Mojica – Secretary	x	Stephanie Hill
x	Kat Maudru – Operations	x	Halle Romero, Placer Breast Cancer Foundation
x	Jamie Hazen – Member	x	Allied Universal Security representative
x	Dave Piches – Member	x	[Guest name unclear in recording]
x	MaryTess Mayall – Member		
x	Frank Van Sant – Member		
x	Mark Vespoli – Member		
x	Wayne Wiley – Member		
x	Paul Gould – Member		

Public Comment (limited to 3 minutes each – for all items on or not on Agenda)

- Dave Piches reported that the City has refreshed the Riverside Avenue streetscape, the gateway into downtown. The City repainted the light poles and replaced the worn History Mile signs. The streetscape dates to the mid-2000s.

No other public comment.

Roseville Police Department/Allied Security Update

Allied Universal Security presented the monthly update.

- Activity was similar to the prior month.
- Garage activity continues, including e-bike and skateboard use. Allied removed a number of people from the garages during the month.
- Allied is monitoring one area closely. Officers varied their patrol routes to add deterrence there, and the change has been effective.

Public Comment on Security Report

No public comment.

Speaker: Realtor's Open House – Suzette Loggins

Suzette Loggins presented an update on the Realtor's Open House. Her partner, Summer Lopes, was unable to attend. The event will present downtown Roseville to businesses that want to relocate or open a second location.

Date and Location

- The board set the event for Thursday, October 29, 2026, from 3:00 to 5:00 p.m., at the Roseville Venture Lab.
- Family Fun Night follows on the same day, from 4:00 to 8:00 p.m. Attendees will leave the open house and see a busy downtown. Jamie Hazen noted that parking tightens by about 3:45 p.m. on that day.
- The board considered other October dates, including Food Truck Mania on October 15, and chose October 29.

Program

- The promotional video is complete. It will run on social media, on the website, and through the realtors' own networks.
- The flyer, the communication plan, and the core message remain open. Suzette Loggins will work with Jamie Hazen and Kat Maudru on communications.
- The program will list available properties, as a residential open house would. It will present the City incentives and include a walking tour of about three vacant spaces.
- City Parks and Recreation will send a representative to speak about event attendance downtown. The City may also send a Building Department representative to explain permits and fees. Gina McColl will present the new fee incentive program.
- A few property owners and tenants will speak about their experience downtown. The board agreed that full owner participation is not required. Many owners live outside the area.
- The board asked the organizers to target commercial brokers whose clients are looking for space, and local property owners.
- Mark Vespoli has a vacant space that he may open for the tour if it is not leased by then.
- Wayne Wiley asked the group to define measures of success before the event.
- The event will be recorded on video so the DRP can repeat and promote it.

Cost and Marketing

- The Roseville Venture Lab sponsorship covers all event costs. The DRP will pay nothing.
- Marketing will draw on the realtors' outreach, Elevate, and the City newsletter, which reaches about 18,000 people.

Public comment: No public comment.

President's Comments – Tom Carlson

- The board is making good progress on its three goals for the year: the 501(c)(3) formation, downtown vacancies, and district lighting.
- Tom Carlson praised his recent breakfast at The Daily Nosh and encouraged members to visit. The restaurant does not take reservations.

Approval of Regular Meeting Minutes of 7/22/26 – Tom Carlson

The draft minutes of the July 22, 2026 regular board meeting were presented for approval. No corrections were offered.

MOTION

Approve the Regular Meeting Minutes of July 22, 2026

Moved by: Paul Gould **Seconded by:** Mark Vespoli

Vote: APPROVED

Treasurer's Report – Tom Carlson for Dave Herrick

Dave Herrick was absent. Tom Carlson presented the financial update.

Account Balances

Cash balance, end of July (checking and savings, as reported)	\$322,049
Cash balance, as of meeting date (checking and savings, as reported)	\$317,326
Checking (per bank statement, 7/31/26)	\$271,432.32
Savings (per bank statement, 6/30/26)	\$50,976.06

Notable Items

- July expenses were routine. There were no large items.
- Two payments were made after the financial packet was prepared: a shuttle service payment of \$5,725 and a \$500 sponsorship for the Placer Wine Trail.
- Most other expenses were marketing costs.
- The cash position is solid.
- Before the meeting, Dave Herrick reviewed the six action items on the agenda and confirmed that funds are available for all of them.

Public comment: No public comment.

MOTION

Approve the Treasurer's Report as presented

Moved by: Dave Piches **Seconded by:** Wayne Wiley

Vote: APPROVED

Stakeholder and Status Reports

The board was asked to review the written status reports in the board packet. Gina McColl, City of Roseville Economic Development, added a verbal report.

- Fee incentive program: The program goes to City Council on September 16. Applications open in October, in line with the open house. The program offers a credit of up to \$50,000 against impact fees. The City expects to fund two to four development or redevelopment projects. The program applies to the downtown area only. Owners may combine it with the DRP façade grant and with City utility rebates.
- 505 Royer Street: On September 16, City Council will also consider a purchase and sale agreement for the former county courthouse. Eden Housing plans an affordable senior housing development on the site. The project is a few years from construction.
- Economic development survey: The survey remains open. It asks which programs the community wants, primarily at the Roseville Venture Lab. Gina McColl will resend the link.
- Food entrepreneurs program: The final showcase is October 1 at Randy Peters. More than 200 people attended last year. The DRP is a sponsor, so board members may attend at no charge. Interested members should contact Gina McColl or Lisa Peters.

Public comment: No public comment.

Action Items

Action Item #1 – Formation of Parallel 501(c)(3) Public Benefit Corporation

Recommendation: Approve the formation of a parallel 501(c)(3) public benefit corporation and contract with Civitas for \$7,500 for this purpose, at a total cost not to exceed \$9,000.

Background: Ed Mojica prepared the board memorandum in the packet and was absent. Tom Carlson presented the item.

Purpose

- The DRP is a 501(c)(6). Its funding is limited to assessment revenue. It cannot accept tax-deductible donations, and few grants are open to it.
- A parallel 501(c)(3) foundation can accept donations, hold fundraisers, and apply for grants. The board has studied the question for more than a year.
- Civitas reports that about 90 percent of PBIDs have a 501(c)(3) attached. The memorandum cites the Downtown Sacramento Foundation and others of similar size to Roseville.

Scope and Cost

- Civitas will draft the bylaws and articles of incorporation, file with the Secretary of State, obtain the federal EIN, apply for federal and state tax-exempt status, and draft the required policies. The Civitas fee is \$7,500.
- Filing fees and other small expenses may add up to \$1,500. The total will not exceed \$9,000.
- The cost will be charged to the Administration budget category. Funds are available.

- The board considered hiring a law firm instead. The cost would be similar, and Civitas has formed these entities for other PBIDs. A member reported that a lower bid reviewed about 18 months ago came from a firm whose work for another local organization ran into delays.

Timeline and Next Steps

- The corporation can be formed in two to three weeks. It may accept donations once formed. Tax-exempt determination is a separate process and may take months.
- The foundation will need its own board and mission. Some DRP board members may serve on both boards. The board also wants outside members. The foundation board may meet quarterly.
- The existing 501(c)(3) subcommittee will lead next steps with Civitas. The memorandum proposes a broad mission statement that aligns with the DRP.
- Kat Maudru supports the item. She noted that she does not write grants and that the foundation will likely need contract help to identify, write, and administer them.
- Members noted that one \$10,000 grant would recover the formation cost.

Public comment: No public comment.

MOTION

Approve the formation of a parallel 501(c)(3) public benefit corporation and contract with Civitas for \$7,500, at a total cost not to exceed \$9,000

Moved by: Lisa Peters **Seconded by:** Wayne Wiley

Vote: APPROVED

Action Item #2 – Home Details Contract for Vernon Street Tree Lights

Recommendation: Approve contracting with Home Details to purchase, install, and maintain tree lights on Vernon Street from October through early April, at a cost not to exceed \$16,000.

Background: Jamie Hazen and Lisa Peters presented the item. Home Details (Christopher) has done this work in prior years.

- The DRP paid \$15,000 last year. This year's quote is \$15,449, which reflects a 3 percent cost adjustment. The scope is unchanged: 159 regular trees and 5 large trees.
- The contractor buys new lights each year with DRP funds. The DRP owns the lights. Lights from the prior season do not survive removal.
- Installation is in October and removal is in April. The contractor checks the lights weekly through the end of the year and monthly from January through April.
- The DRP has not sought other bids. The contractor is local and employs students.
- City electrical service was the problem last year. The lights sat dark for about two weeks after installation. The timers then ran in reverse, on by day and off by night. Jamie Hazen raised the issue with the City several times before it was fixed.
- The board agreed to start coordination with the City now. The DRP will give the City the schedule and the hours the lights should run. Jamie Hazen will coordinate.
- Members asked about solar lights and tree uplighting. Neither has been studied. Members noted concerns about shade, moisture, and vandalism of ground fixtures.
- Unplugged lights were less of a problem last season. Jamie Hazen plugged lights back in on several occasions.
- The budget category was not settled. Capital Improvements, Clean & Safe, and Marketing were each suggested. Kat Maudru will ask Dave Herrick to assign the category.

Public comment: No public comment.

MOTION

Approve contracting with Home Details to purchase, install, and maintain tree lights on Vernon Street at a cost not to exceed \$16,000

Moved by: Wayne Wiley **Seconded by:** Dave Piches

Vote: APPROVED

Action Item #3 – Sponsorship: Roseville Police Activities League Bacon & Brew Bash

Recommendation: Approve a sponsorship of the Roseville Police Activities League Bacon & Brew Bash at Vernon Street Town Square on October 3, 2026, at a cost not to exceed \$1,000.

Background: Jamie Hazen presented the request.

- This is the 11th annual event. Vernon Street Town Square has hosted it for the last six years. It is the League's largest fundraiser of the year.
- The League serves youth ages 7 to 17, most of them at-risk and low-income. Programs include boxing, taekwondo, a teen leadership academy, cooking and art classes, and STEM. Membership costs \$40 a year. The summer camp served 72 youth this year.
- Attendance is capped at 500. Restaurants, wineries, and breweries serve samples around the square. The band 27 Outlaws will perform.

Public comment: No public comment.

MOTION

Approve a sponsorship of the Roseville Police Activities League Bacon & Brew Bash on October 3, 2026 at a cost not to exceed \$1,000

Moved by: Lisa Peters **Seconded by:** Wayne Wiley

Abstain: Jamie Hazen

Vote: APPROVED

Action Item #4 – Sponsorship: Central California Hemophilia Foundation Vampire Run

Recommendation: Approve a sponsorship of the Central California Hemophilia Foundation Vampire Run at a cost not to exceed \$1,000.

Background: Stephanie Hill presented the request.

- The event is Sunday, October 18, 2026, from 9:00 a.m. to about 1:00 p.m. This is its fourth year in Roseville. It moved here from Carmichael.
- The event includes a 5K and a one-mile walk on the bike path, out and back. A fall festival with booths, vendors, and games takes place in Vernon Street Town Square. Lunch is provided to attendees.
- About 250 runners take part. Participants come from as far as Chico, Stockton, and Truckee. The Foundation serves 27 counties.
- The Foundation helps people with bleeding disorders through emergency assistance, help with bills, and transportation to medical appointments. Medication can cost \$15,000 to \$20,000 a month.
- The DRP gave \$1,000 in the event's first year in Roseville.

Public comment: No public comment.

MOTION

Approve a sponsorship of the Central California Hemophilia Foundation Vampire Run on October 18, 2026 at a cost not to exceed \$1,000

Moved by: Mark Vespoli **Seconded by:** Paul Gould

Vote: APPROVED

Action Item #5 – Sponsorship: Placer Breast Cancer Foundation Hot Pink Fun Run

Recommendation: Approve a sponsorship of the Placer Breast Cancer Foundation Hot Pink Fun Run at a cost not to exceed \$1,000.

Background: Halle Romero, a member of the Foundation's board, presented the request.

- The 17th annual run is Sunday, September 20, 2026, from 7:00 to 11:00 a.m. at Vernon Street Town Square. Registration opens at 7:00 a.m. The run starts at about 8:00 a.m.
- The event offers 10K, 5K, and one-mile distances on the City's designated downtown route, the same route as the Turkey Trot. Streets are closed.
- About 800 people attend. Firefighters cook a pancake breakfast after the run. Beer and mimosas are served. Guests may register for the breakfast only.
- Proceeds support breast cancer education and research with UC Davis. The Foundation funded stops of the UC Davis mobile mammography bus, which provides free mammograms to underserved women. The bus will be on display at the event. A recent stop provided 29 mammograms. Two more stops are scheduled, on September 2 and October 5.
- The program includes a survivor recognition. Television coverage brings the square exposure each year.

Public comment: No public comment.

MOTION

Approve a sponsorship of the Placer Breast Cancer Foundation Hot Pink Fun Run on September 20, 2026 at a cost not to exceed \$1,000

Moved by: Jamie Hazen **Seconded by:** MaryTess Mayall

Vote: APPROVED

Action Item #6 – DRP/DRM Welcome Packet for New Property Owners and Merchants

Recommendation: Approve creation of a Downtown Roseville Partnership and Downtown Roseville Merchants welcome packet for new property owners and merchants, at a cost not to exceed \$200.

Background: Jamie Hazen and Kat Maudru developed the concept after the July meeting.

- The funds buy presentation folders and DRP stickers or decals.
- Contents will include welcome letters from the DRP and DRM presidents, the façade grant program, the City event calendar, the website, Allied Security contact information, and the annual report. The Chamber and the City will each add material.
- Members asked for a one-page list of key contacts: police, fire, public works, and the My Roseville app.
- No reliable report flags new businesses. A business that moves within the city does not need a new license. Board members will watch for new tenants and for lease and sale signs.
- A board member will deliver each packet in person. Members agreed that personal delivery matters.
- The first round will go to owners and merchants who arrived since January 2026.

- Members discussed giving a version to all existing merchants. They also discussed a full inventory of district properties and merchants. The current merchant lists on the DRP and DRM websites are out of date. The board deferred both ideas to a later phase, once the cost per packet is known. Members could each adopt a block for delivery.
- A suggestion to include merchant discounts was set aside for now.
- Jamie Hazen and Kat Maudru will bring a draft packet to the next meeting. The packet should be ready for the October 29 open house.

Public comment: No public comment.

MOTION

Approve creation of a DRP/DRM welcome packet for new property owners and merchants at a cost not to exceed \$200

Moved by: Mark Vespoli **Seconded by:** Frank Van Sant

Vote: APPROVED

Old or Unfinished Business

Holiday Lights – Lisa Peters

- Nothing new to report. Lisa Peters is in contact with the vendor. Any temporary holiday lighting depends on available funds. It could add to the City tree lighting in partnership with Parks and Recreation.

Vernon Street Lighting – Tom Carlson / Dave Piches

- Tom Carlson and Dave Piches met with the lighting company during the week of the meeting.
- Market lights strung across the street are not practical because of the trees and other obstacles. The revised plan hangs lights from the light posts along Vernon Street. This installation would be permanent.
- The work would start with the 200 block and extend block by block if it succeeds.
- The lights are made to order from the measured spacing of the posts. A proposal has been requested. An installation bid will be sought from the company that services the City's street lights. The City must approve the installation.
- Tom Carlson and Dave Piches expect to report further at the next meeting.

Holiday Parade Update – Stephanie Hill

- Marketing materials and the application paperwork are complete. Applications go live on September 1.
- Ten groups have already asked to enter the parade. Five or six vendors have inquired. Stephanie Hill expects the parade to be nearly full by the end of September.
- Sponsor outreach has begun. She meets with the band coordinator during the week of September 7.
- Jamie Hazen will provide the kids' market contact. Stephanie Hill will call the inflatables vendor to book early and will copy Jamie Hazen on that correspondence.
- Activities will run during and after the parade, the main addition this year.

Electric Shuttle Update – Tom Carlson

Tom Carlson circulated the operator's report before the meeting. It covers the start of service in June through August 22.

- The app recorded 1,065 passengers over 22 service days. The app was down for two to three days. The operator estimates another 300 passengers for those days, for a total near 1,365.
- The average is 62 passengers per shift, up from the low 50s two years ago.
- The app gained 236 new users during the period.
- About 70 percent of passengers were dropped off in the downtown district and 30 percent in Old Roseville. Tom Carlson has directed the operator and drivers to bring riders into the district. Drivers recommend district merchants to riders.
- Neighborhood service produced 24 rides and about 100 passengers.
- The operator provided service at no charge on the Fourth of July and at Downtown Tuesday Nights. A free holiday run is planned.
- Mark Vespoli raised a concern as a district property owner. He has seen the shuttle stop at several Old Roseville bars and wait in an Old Roseville parking lot. He also questioned the report's ride counts. In two entries, 6 passengers account for 18 rides and 8 passengers account for 22 rides.
- Tom Carlson replied that drivers wait in Old Roseville to bring riders into the district, and that the drop-off totals favor the district. He acknowledged open questions in the data. The app outage makes the counts inexact.
- The City noted that a leased parking lot in Old Roseville may close to public use. Visitors could then park in the downtown garages and ride the shuttle, which would raise demand for the service.
- Genevieve Loechler reported few social media comments and none negative.
- Service will end between late September and mid-October, when the approved funds run out. Tom Carlson will invite the operator to present a final report to the board.

PBID Policies – Kat Maudru

- Kat Maudru reviewed the roughly 30 policy templates from Doug Wagemann with Carson of Civitas. Civitas did the review at no charge.
- Many of the templates suit larger PBIDs with more staff, contracts, and events. The DRP bylaws and existing policies already cover much of the material.
- Civitas advised that too many policies weaken all of them. The board must vote on each adopted policy and review it every December at the annual meeting.
- Civitas found four of the templates most relevant: whistleblower, conflict of interest, reserve, and record retention.
- Members suggested judging each policy by the liability it addresses. Members also named an AI-use policy and a DEI policy. Most grant applications ask for a DEI policy.
- The 501(c)(3) formation will produce a professional set of policies. The board agreed to compare that set with the DRP's policies and fill any gaps. Kat Maudru will ask Civitas to do so.

Subcommittee Q3 Goals – Kat Maudru

- Administration: The 501(c)(3) decision is complete.
- Clean & Safe: The security services review has not started. It moves to a later quarter.
- Marketing & Events: Downtown Tuesday Nights is complete. Enhanced holiday decorations and tree lights are under way.
- Arts & Entertainment: One Atlantic Street mural is complete and a second is in progress. Lisa Peters reported that the Randy Peters mural design was approved with the artist on the day of the meeting.
- Capital Improvements: Lighting and vacancy monitoring continue. Dave Piches will review maintenance needs for downtown features such as lighting and benches. Kat Maudru added this as a Q4 goal.

New Business

Parks and Recreation Partnership Meeting – Lisa Peters

- Parks and Recreation wants to meet with a small DRP committee. The goal is to enhance existing City events downtown, as the DRP has done with the holiday parade, in place of new events. The tree lighting is one candidate.
- The meeting date is not set. The committee will likely include Marketing & Events members and may include Capital Improvements. Lisa Peters will report at the next meeting.

Miscellaneous Board Topics

Dinner on the Bridge – Jamie Hazen

- Dinner on the Bridge will be a standing agenda item each month.
- Jamie Hazen contacted 14 district restaurants and coffee shops. Six have committed so far, including Monk's Cellar, Fig Tree, Old Town Pizza, and Randy Peters / The Daily Nosh. She hand-delivered letters to businesses without a working email address. Responses are due August 31.
- The dinner is planned for a Thursday in late April or early May 2027. The date is not set.
- A planning meeting with all participating restaurants is tentatively set for Monday, September 21, at Randy Peters. The time is not set.

Merchant of the Month – The Daily Nosh (Lisa Peters)

- Kat Maudru did not prepare a written Merchant of the Month profile because of the size of the agenda. Lisa Peters gave a verbal report on The Daily Nosh.
- The restaurant is in its 14th week. Hours are 7:00 a.m. to 3:00 p.m., Thursday through Monday. It is closed Tuesday and Wednesday. If Mondays stay slow, it will close Monday and Tuesday instead.
- Business is slowest from 7:00 to 9:00 a.m. Regular customers are growing in number, including residents of the nearby apartments.
- The restaurant offers a 15 percent discount to hospitality industry workers. A member suggested a similar offer for City employees.
- The restaurant is hiring a kitchen manager. The staff held its first post-opening training on the day of the meeting.
- A new newspaper-style menu is going to print. The planned mural follows the same theme.
- Genevieve Loechler handles the restaurant's marketing through her own business. She confirmed that she continues to serve the DRP through Elevate on a contract basis.

Adjournment

There being no further business, a motion was made to adjourn the meeting.

MOTION

Motion to Adjourn

Moved by: Jamie Hazen **Seconded by:** Wayne Wiley

Vote: APPROVED

The meeting was adjourned at 4:56 p.m.

Action Items & Next Steps

Action Item	Detail	Owner / Deadline
501(c)(3) Formation	Notify Civitas of board approval and execute the engagement, \$7,500 fee, total not to exceed \$9,000. Charge to Administration. The 501(c)(3) subcommittee leads next steps on board composition and mission.	Kat Maudru + 501(c)(3) Subcommittee / ASAP
Tree Lights – Contract	Contract with Home Details for Vernon Street tree lights, October through early April, not to exceed \$16,000. Confirm the budget category with Dave Herrick.	Jamie Hazen + Kat Maudru / Before October
Tree Lights – City Coordination	Send the City the installation schedule and operating hours. Confirm the electrical check and timer settings before installation.	Jamie Hazen / September
Sponsorship – Bacon & Brew Bash	Issue the approved \$1,000 sponsorship to the Roseville Police Activities League for the October 3, 2026 event.	Dave Herrick / ASAP
Sponsorship – Vampire Run	Issue the approved \$1,000 sponsorship to the Central California Hemophilia Foundation for the October 18, 2026 event. Share the registration link.	Dave Herrick + Stephanie Hill / ASAP
Sponsorship – Hot Pink Fun Run	Issue the approved \$1,000 sponsorship to the Placer Breast Cancer Foundation for the September 20, 2026 event.	Dave Herrick / Before September 20
Welcome Packet	Draft the DRP/DRM welcome packet, not to exceed \$200. Include a key contacts page. Present the draft at the next meeting. First delivery goes to owners and merchants new since January 2026.	Jamie Hazen + Kat Maudru / Next Meeting
Realtor's Open House	Hold the event October 29, 2026, 3:00 to 5:00 p.m., at the Roseville Venture Lab. Finalize the flyer, message, and communication plan. Define measures of success. Confirm tour spaces and speakers.	Suzette Loggins + Wayne Wiley + Jamie Hazen + Kat Maudru / October 29
City Reports	Resend the economic development survey link. Send details on the October 1 food entrepreneurs showcase. Report the Council outcome on the fee incentive program.	Gina McColl / September

Action Item	Detail	Owner / Deadline
Vernon Street Lighting	Obtain the lighting proposal and an installation bid. Confirm City approval requirements. Report to the board.	Tom Carlson + Dave Piches / Next Meeting
Holiday Parade	Open applications September 1. Book the inflatables vendor. Obtain the kids' market contact. Continue sponsor outreach.	Stephanie Hill + Jamie Hazen / September
Electric Shuttle – Final Report	Clarify the ride and passenger counts with the operator. Invite the operator to present a final report at the close of service.	Tom Carlson / October Meeting
PBID Policies	Ask Civitas to compare the 501(c)(3) policy set with DRP policies and recommend additions. Candidates: whistleblower, conflict of interest, reserve, record retention, AI use, and DEI.	Kat Maudru / Ongoing
Subcommittee Goals	Move the security services review to a later quarter. Add downtown feature maintenance (lighting, benches) to Q4 Capital Improvements goals.	Kat Maudru + Dave Piches / Q4
Parks and Recreation Partnership	Set the meeting date and name a small DRP committee. Report at the next meeting.	Lisa Peters / Next Meeting
Dinner on the Bridge	Collect restaurant responses by August 31. Hold the restaurant planning meeting, tentatively September 21. Set the 2027 event date. Report monthly.	Jamie Hazen + Lisa Peters / Monthly

Minutes Approval

These minutes are submitted for approval at the next regular Board meeting.

Tom Carlson, President	Ed Mojica, Secretary
Date: _____	Date: _____

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. Action may not be taken on items not posted on the agenda. Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Carole Dittmer at (916) 783-0760 at least 48 hours prior to the meeting.

NOTICE TO PUBLIC: You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum per person) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the meeting as noted on the agenda. Comments on controversial items

may be limited and large groups are encouraged to select one or two speakers to represent the opinion of the group. The order of Agenda items is listed for reference and may be taken in any order deemed appropriate by the Board of Directors. The Agenda provides a general description and staff recommendations; however, the Board of Directors may take action other than what is recommended.