

## **Downtown Roseville Partnership (DRP)**

- Meeting Minutes -

Wednesday, January 27, 2015

3:00pm

Roseville Chamber of Commerce | 650 Douglas Boulevard, Roseville, CA 95678

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**Present:** Board Members Wagemann, Vespoli, Chacon, Esparza, Robles, Fuhrman, Moynier.

**Staff Members:** Maudru and Krohn. **Guests:** Troy Bergstrom (Police), Ken Phillips (GGPH), Scott Alvord (Downtown Roseville Merchants), Bill Aiken and Kathy Barsotti, (City of Roseville), Keith Dietrich, Mark and Amadeus, (Gathering Inn), Paul Gould (Monk's Cellar), Jerry Smith (Bill Smith Photography), Paul Boudier (Keller Williams/Balcom) and Wendy Gerig (Chamber).

- I. Meeting was called to Order by President Doug Wagemann at 3:04 p.m.
- II. Approval of Special Meeting Minutes from 12/15 Regular Meeting, 12/15 Annual Board of Directors Meeting and 1/19 Special Meeting (Moynier/ Robles, carried)
- III. Approval of Quorum Requirements for 2016 Board – Doug Wagemann called for a motion to set quorum at four board members for 2016. (Robles/ Moynier, carried)

#### IV. Action

##### **a. Day Porter – Kat Maudru**

Gathering Inn has identified a candidate who fits criteria of a day porter. A contract is being reviewed by a legal consultant. The evaluation and training process is more intricate than first thought. A second candidate is also being considered. Mark (candidate) introduced himself and addressed the board. Doug called this a win-win situation for the Gathering Inn, City, merchants and a benefit for the entire PBID.

##### **b. By- Law Corrections and City Management Contract – Liz Krohn**

It was noted that the bylaws need correcting and are out of compliance regarding Brown Act and California Public Records Act. There is no formal agreement with the City of Roseville regarding outline of duties despite a PBID law requirement. Chris suggested collecting sample agreements from other PBIDS, review them and see if they meet this board's needs. A motion was made to move forward with the correction of bylaws at a cost of \$850. (Moynier/ Robles, carried)

#### V. Status Reports/Action Items

##### **a. Tree Light Maintenance – Kat Maudru**

The park staff is aware of the situation. City works with an outside contractor. Bill Aiken noted that issues are under advisement and will be addressed as soon as possible based on work load.

##### **b. Press Release – Kat Maudru**

A press release about downtown construction, beautification and new tenants was presented to the board for review. The next press release will be about the new day porter.

##### **c. Annual Reports to Council – Kat Maudru**

A short written report will be created for council along with a five minute power point presentation.

**d. Window Clings – Liz Krohn**

There were positive comments from brokers about the clings. It is hoped that production for more clings will begin in February.

**e. Arts Group Meeting – Liz Krohn**

An arts consortium has invited the DRP to work as a collective group along with local restaurants with possible special opening night deals after events/plays.

VI. **Treasurer’s Report – Mike Esparza** – Mike met with CPA Tom Carlson to finalize fiscal review, taxes and filing of federal tax exempt paperwork. He also met with Katrina Stroup who the Board is hoping to hire after Tom finishes the 2015 assignment. She would work on monthly reconciliations and preparing a financial report for Mike to present. Her scope of responsibilities, fees and contract need to be addressed. It was moved that a proposal and contract for bookkeeping services be brought to the next meeting (Robles / Moynier, carried. Wagemann abstained) Motion was made to accept current invoices for payments (Moynier, Esparza, carried).

VII. Organization Reports (limited to 3 minutes)

a. **President’s Report – Doug Wagemann** – Good feedback on the leaf blowing and the city’s tree trimmings. New businesses are coming in to the area – Brits Bail Bonds and Vintage & More. A Bicycle Criterion Race is set for July 2<sup>nd</sup>. The bike race will start and finish in front of Monk’s Cellar.

b. **Roseville Police Department – Officer Troy Bergstrom** – Property crimes are up for the first time in many years. Residential burglaries are up and can be deterred by closing garage doors. Crime was up near retail establishments over the holidays. Merchant terminals are being stolen as well. City Facebook page has lots of helpful information.

**c. City of Roseville – Bill Aiken**

A contractor has been identified for the parking facility. Expected date of completion is March of 2017.

d. **RCDC – Chris Robles** – No report

e. **Roseville Parks & Recreation** – Kathy Barsotti – Upcoming events include: – “I Love the 80’s” fun run on May 1<sup>st</sup>, Fitness programs begin in March; Wine Down Wednesdays start April 13<sup>th</sup>. Possible plaza event may coincide with bike race.

f. **Roseville Chamber of Commerce – Wend Gerig** – A new chamber logo is being unveiled and will be in print February.

**g. Downtown Roseville Merchants - Janette Moynier**

Downtown Tuesday Nights is under consideration. Janette Moynier will term out in March on DRM board. The association has its annual meeting/elections in March. Continuing discussions will take place to as to DRM participation and representation with the PBID.

Meeting was adjourned at 4:38 p.m.

DRP Board Roster			
Name	Organization	Board Position	Email
Doug Wagemann	Cochrane Wagemann	President	dgwagemann@gmail.com
Mark Vespoli	Property Owner	VP	markvespoli@yahoo.com
Anne Chacon	Consolidated (CCI)	Secretary	anne.chacon@consolidated.com

Mike Esparza	All-Cal Insurance	Treasurer	mike@all-calinsurance.com
Steve Fuhrman	Fuhrman Leamy Land	At-Large	stevef@flandgroup.com
Chris Robles	City of Roseville	City Rep.	crobles@roseville.ca.us
Janette Moynier	First Bank	Merchants Rep.	janette.moynier@fbol.com