

Downtown Roseville Partnership (DRP)

- Meeting Minutes -

Wednesday, October 28, 2015

3-4 p.m.

Roseville Chamber of Commerce | 650 Douglas Boulevard, Roseville

- I. Call to Order – Doug Wagemann @ 3:02 p.m.
- II. Self Introductions
- III. Approval of Minutes from 9/23 regular meeting and 10/26 special meeting. Motion by Robles, second by Moynier, carried unanimously.
- IV. Presentation: **City of Roseville – Water Rate Proposal**
Carol Margetich, Business Services Administrator, Environmental Utilities
As a result of a court decision in San Juan Capistrano recently, City is doing away with tiered water rate system in favor of one rate for all customers. Proposed changes for 2016 affect both residential and business. Roseville City Council priorities influencing new rates are: 100% self-sustaining utilities, economic development and legislative advocacy and 30-year outlook for capital planning. City Council meeting to vote on rate increase scheduled for December 16, 2015.
- V. Reports
 - a. **Roseville Police Department:** Lt. Bergstrom will bring downtown crime stats to next months meeting. Police expect to see thefts go up as we get closer to Christmas with shopping season underway. Wagemann requested RPD to look into occasional parking stings as time permits.
 - b. **President's Report** – Doug Wagemann
November/December Meetings: due to holidays, meetings will be changed to November 18 and December 16 at 3 p.m.

Fulfillment of the Total General Benefit Clause – The DRP's Management District Plan (MDP) requires us to raise \$4,000 annually to cover benefits to non-assessed parcels. Funds must be raised outside of assessments. RCDC will vote on a grant of \$4,000 towards the vacant storefront window clings that will meet this requirement for 2015.

Resignation of Board Member – Kenny Wahlberg will be resigning due to moving out of the area.

Board Terms: Board members randomly drew terms at the meeting to establish initial board member terms. The board terms below will be retroactive to DRP's original formation date.
 - 1-Year Terms: Mark Vespoli, Chris Robles
 - 2-Year Terms: Doug Wagemann, Janette Moynier

3-Year Terms: Steve Fuhrmann, Kenny Wahlberg, Anne Chacón
From this point forward, all new board member will hve three-year terms.

Downtown Smoking Complaints: DRP has received complaints about smoking on Vernon Street close to doors of restaurants or public entrances. Law only prohibits smoking in front of public buildings, not private. City Council has not been interested in adding a local ordinance to prevent smoking. Roseville Cyclery has done a fair amount of research on an ordinance change.

- c. **City of Roseville** – Robles reported that the City has received a request from West House for reserved parking for residents. City is considering options in light of displacement due to 316 lot closure. Changed ground floor parking garage spaces to 1-hour spots to help with short term parking options.

- d. **RCDC** – Chris Robles

Parking Garage: RCDC hoping to have contract in place for construction before end of year.

316 Vernon: Old building down and excavation almost done.

238 Vernon / Ninja Sushi: Work on inside re-design will begin next week. Hoping to open in February 2016 or before.

Joint Downtown Meeting on 10/22: Consensus on street closures was to keep them in the 200 and 300 block, but not on 400 block due to business types there. 400 block merchants specifically feel the classic car displays are disruptive to businesses and do not add value to the event.

Moynier reported that there are unfinished grates on the corner of Lincoln and Vernon leftover from the intersection work that happened over a year ago. They are covered by cones but have become a hazard with a handful of people puncturing tires on them. Robles will research.

- e. **DRM** –Moynier reported that DRM is working on final plans for Family Fun Night and expecting the largest-ever crowd.
- f. **DRC**- Liz Krohn reported that A-frame surveys and low-hanging limbs were two of the issues brought up.

VI. Action Items/Updates

- a. **Horizon Church Assessment Category Change** –Brad Swope and Lance Pager of Horizon Church (628 Royer Street) made a rate relief request due to a change in tax status from regular to non-profit. A motion was made by Chacon and seconded by Fuhrman to grant rate relief to Horizon church retroactive to XXXXX. Approved unanimously.
- b. **Logo & Website** –Chacon presented new DRP logo. Krohn shared that work continues on wire frame of new website.
- c. **Window Banners** – Liz Krohn reported that DRP is interested in getting more banners up as quickly as possible. Doug will prioritize and send staff a list of potential sites for additional banner bids. Regarding the initial project contracted with Julie Hirota at Blue Line, although art not reviewed in advance or contract signed it would be prudent to cover the cost. Motion to approve payment of

expenditure second/carried (Janette Moynier/Chris Robles). Board/staff will review design for placement determination. Future cling signage will follow the current design template at 238 Vernon.

- a. **Street Banners** – Staff presented options of using continuing banner or pursuing a new design featuring new logo for banners. Staff presented a bid from the city contracted/preferred vendor for pole banners and window clings for off-Vernon street businesses. It was suggested that staff initiate a contact with those residential businesses to determine their interest of using a cling banner identifying itself as DRP business. If the report is favorable, the request was to bid the job local with the current cling banner vendor Seale Signs. Motion to approve Sierra Display's \$4,409.80 bid (not including tax/delivery) for 68 customer banners second/carried (Chris Robles/Janette Moynier).
- b. **Selection of wreath for Gateway décor** – Staff reviewed the final selection of the classic red/gold wreath to accompany the lights. Installation of the gateway holiday decor will coincide with the City holiday decor in the next view weeks.
- c. **Monthly Outreach** – Staff continues its outreach with business partners and has met or spoken with RCDC's Chris Robles and Police beat officer Flood. Officer Flood suggested reconfiguring charitable meals and services delivered to the homeless in a strategic location that does not require pass through Vernon Street businesses.
- a. **Service recommendation /day porters, gutter cleaning and leaf removal** – Staff has entered into discussion with Gathering Inn for a proposal to screen/hire potential viable candidates through the charity's clientele so that it would be responsible for background checks, interviews and financial arrangements. DRP would interview finalists and refer to Officer Flood for procedural insight in managing specific issues such as homeless visitation and other topics for proper responses. Staff is searching for a short handbook in other training FAQs and will report back at a future meeting. The job would cover monitoring trash bins and random trash pick up, directions (using a brochure if DRM has), checking tree lights, passing out flyers to businesses for important notification etc...Other viable non-profits that could be consulted include PRIDE and William Jessup.
Staff also discussed leaf blowing and parking island gutter cleaning with Cagwin and Dorward that benefits full parcel support. The biggest concern from the vendor is how to identify businesses if they do not have signage without a map so that residential businesses do not receive free services.

Because of the extended meeting time and late hour, the meeting was suspended without further action. The following items will be tabled until November.

- b. Post Office Box
- c. E & O versus Liability Insurance
- d. Board Training with Civitas
- e. Annual Report Requirement
- f. Request for Photography

- VII. **Treasurer's Report** – Because of the extended meeting, Treasurer Report presented by Doug Wagemann was reviewed while there was quorum present. Motion was made/second to approve the payments as presented representing \$11,134.32. Motion to approve expenditures seconded/carried (Steve Fuhrman/Janette Moynier).
- VIII. Public Comment (limited to 2 minutes each)
- a. Doug shared that DRP is planning a Downtown Cleanup day where owners, merchants and volunteers will be encouraged to come out and help clean up. Two councilmembers have already signed on to participate.
 - b. Strum (a music store) will be going into Tom Bogetich property (formerly Nice Twice) and may open in December or January.
 - c. Glue Factory – an incubator with 3Fold Communications will be moving into 244 Vernon (formerly Quality Clothing).
 - d. One announcement by Chris Robles suggested that it would be helpful in future to group action items with suggested intent for each one on the agenda.
- IX. Adjourn Meeting at 5:01 p.m.