

Downtown Roseville Partnership (DRP)

- Meeting Minutes -

Wednesday, September 23, 2015

3-4 p.m.

Roseville Chamber of Commerce | 650 Douglas Boulevard, Roseville

Members Present: Doug Wagemann, Mark Vespoli, Steve Fuhrman, Kenny Wahlberg, Anne Chacon, Chris Robles, Janette Moynier.

Members Absent: none.

Staff Present: Liz Krohn.

Guests Present: Bill Aiken, Jerry Smith, Wendy Gerig, Darlene Lyons, Sondra Jensen, Scott Alvord, Kathy Frediani.

- I. Call to Order at 3:02 p.m. by Doug Wagemann
- II. Approval of Minutes from 8/26 Regular Meeting – Vespoli, Wahlberg, approved unanimously.

III. Reports

President's Report - Doug Wagemann

- Strategic Planning Session – Need the board and operations team (Kat and Liz) to go through the management plan for the year to make sure we all understand the requirements and timing for our organization and assign responsibilities (board vs. staff/ops). Also will bring in Civitas to help educate board on PBID basics, definitions, requirements, etc...
- October 22 City of Roseville Meeting – City of Roseville and RCDC will be hosting this event to share more about what is happening in the downtown corridor and introduce the various downtown stakeholders group.
- Grant/Donation Requirement in MDP – Need to develop policy on what we can/can't and will/won't provide funding for when we get requests from other groups. Will discuss at strategic planning session.

Treasurer's Report - Kenny Wahlberg shared statement of financial position and list of unpaid bills. We have not yet received payment for assessments for second half of year. Robles will check with Finance department to check on status. Kenny and Liz will be working on a budget by category to make sure our spending stays within the limits outlined in the Management District Plan. Motion to accept financials and payment of unpaid bills by Robles, second by Moynier. Approved unanimously.

City of Roseville - Bill Aiken reported that fencing has gone up around 316 Vernon and demolition may begin next week. Very minimal and infrequent traffic/lane closures throughout construction. It will mostly be contained within existing fences. Going out to bid on construction for parking garage very soon. Council workshop was held last month on size and design of garage and council decided to go with the tallest (7-story) option to invest in the most parking now. City got a request to have the bottom floor of the existing garage converted to 1-hour parking to help add more short-term parking to the area.

RCDC - Chris Robles reported that Monk's will celebrate one-year anniversary on October 18.. In discussions for final lease negotiations on both 244 and 238 Vernon properties. Anticipate and announcement new occupants before the end of the month.

DRM - Janette Moynier reported that DRM focus is on Family Fun Night planning, which is October 29 from 4-8 p.m. Looking for sponsorships to support event costs.

IV. Action Items/Updates

- a. **Logo & Website** - Anne Chacon/Liz Krohn – Project is moving forward. Taber Creative working through discovery phase.
- b. **Funding for Family Fun Night/Events** - Doug Wagemann reported that while we have discussed a need for a policy before we do any major sponsorships, we have been approached by DRM for a small \$500 sponsorship of their Family Fun Night. Wagemann made a motion to provide a \$500 sponsorship of the DRM Family Fun Night , second by Robles. Approved unanimously.
- c. **Civitas Board /Staff Orientation** - Doug Wagemann reported that there will be approximately \$1,200 charge by Civitas to have them come out and do PBID board education. Includes prep time and 90 minutes of presentation. Robles stated his preference for having John Lambeth do training, Liz will request that from Civitas. Robles motion to authorize Liz to develop scope of work on presentation and training by Civitas/John Lambeth, second by Moynier. Approved unanimously.
- d. **Holiday Décor Gateway Lighting/Banners** - Liz Krohn reported that we have a request from City of Roseville Parks & Recreation on enhancing the downtown holiday décor. Liz got an initial quote from Christmas Light Pros for \$5,755 that includes ~~garlands~~ four wreaths per gateway arch plus additional lights on gateway signs that would match the recently installed tree wrap lights. Quote also includes storage of wreaths and ~~garlands~~ between holiday seasons. The funds are available under Maintenance budget category. Subsequent years will be less expensive because it will only be installation and removal of wreaths and maintenance of lights and not purchase of the decorations. Chacon made a motion to approve contract with Christmas Light Pros to purchase and install the wreaths, ~~garlands~~ and lights with the intention to keep lights up year-round Seconded by Vespoli, Approved unanimously.
For the record, Liz wants to clarify that garlands would have exponentially increased the price quoted. It was reported in error that the garlands were included.
- e. **Vacant Storefront Window Banners** - Liz Krohn indicated that staff was researching window clings and would be reporting next meeting. Julie Hirota from Blue Line Gallery has also been working on an option that would feature an artist requiring licensing and usage fees. The first window will be the vacant space at Sammy's, so special requirements for sizing may need to be addressed
- f. **Phone System Approval** - Liz Krohn reported in Kat Maudru's absence that Consolidated offered to waive installation fees and provide two lines with a pre-recorded message. The approximate cost is \$200 per year. Chris Robles and Janette Moynier moved/seconded to approve expenditure. Motion carried.
- g. **Monthly Outreach** - Liz Krohn reported for Kat that management team outreached to some key leaders including Chamber of Commerce President Wendy Gerig, Mayor Carol Garcia and City of Roseville Bill Aiken to gain insight, discuss the PBID and forge a staff relationship. This will continue with other entities in the coming months.

V. Public Comment: (limited to 2 minutes each)

- a. Wendy Gerig introduced Reece Browning, Owner of Old Town Pizza Owner which is currently under construction in Old Town Roseville now. Signs have been installed and hope to be open October/November.
- b. Doug shared that he was contacted by the Roseville Historical Society about a project they have titled "If this Building Could Talk." They are interested in speaking with downtown property owners, so Doug will be connecting them with DRP owners.

VI. Upcoming Meetings

- VII. a. City of Roseville, Downtown Events & Program Meeting October 22 at 6 p.m. | 238 Vernon
- b. Board Meeting: Wednesday, October 28 at 3 p.m. | Roseville Chamber of Commerce

VIII. Meeting was adjourned at 4:09 p.m.

DRP Board / Staff Roster			
Name	Organization	Board Position	Email
Doug Wagemann	Cochrane Wagemann	President	dgwagemann@gmail.com
Mark Vespoli	Property Owner	VP	markvespoli@yahoo.com
Kenny Wahlberg	Rock of Roseville	Treasurer	kenny@rockofroseville.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
Kat Maudru	Operations	753-4339	kmaudru@yahoo.com
Liz Krohn	Marketing	300-9046	mktgresources@comcast.net