

**Downtown Roseville Partnership (DRP)**  
- Meeting Minutes -

Wednesday, January 28, 2015  
3-4 p.m.

Monk's Cellar | 240 Vernon Street, Roseville

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

Members Excused: Anne Chacon

Guests Present: Kevin Kemper, Jerry Smith, Julie Hirota, Dino Frediani, Bill Aiken, Kathy Frediani, Carol Margetich, Terri Shirhall, Rich Plecker

- I. Call to Order – Doug Wagemann 3:02 pm
- II. Self Introductions
- III. Public Comment
  - a. Doug Wagemann (President) met with Carol Garcia and Ray Kerridge to discuss the DRP. The City is supportive and looking forward to future collaboration on initiatives.
  - b. Doug attended a “ride along” with Roseville Police Officer Dave Flood. He reviewed the challenges with the homeless population. Officer Flood offered to conduct property assessments for any property owner that would like to mitigate issues with transients. He will provide a walkthrough of property and provide suggestions to create a safe, transient deterrent environment. He can be reached through the Roseville Police Department
  - c. Doug met with Jenna Abbott Executive Director of the Mack RD PBID and with Cathy Carpenter Executive Director of the Sunrise Market Place PBID. Both Directors were very helpful and provided information on their process, exchanged ideas and both offered to meet with the Downtown Roseville Partnership at a future meeting. Doug will also set a time to meet with Michael Ault the Sacramento Downtown Partnership.
  - d. Doug met with Russell Nichols, Comstock Magazine for an interview on the creation of a Business Improvement District. An article will appear in the Comstock magazine in the next couple of months.
  - e. Kevin Kemper (property owner) inquired to the Board why properties on Linda Dr were included in the PBID as well as what are the visions for Linda Dr. Chris Robles (Board Member) responded that the boundaries follow the Downtown Roseville Specific Plan. It applied to all property owners within the boundaries of the specific plan. Janette Moynier (Board Member) responded to the visions for Linda Dr and stated a survey has been sent to all property owners to determine what their vision for their area is and how they would like to see the budget allocated for various projects in the PBID area. Each area will have different needs. Various comments and ideas were exchanged by other property owners present. A comment was made that property values appear to increase 15% in

PBID areas as compared to non-PBID areas. Doug stated he would visit Kevin's property to understand his concerns regarding Linda Drive.

- IV. Approval of Minutes from December 17, 2014 - A motion to approve the minutes was made by Kenny Wahlberg and seconded by Chris Robles. The motion was approved unanimously
  
- V. Special Presentation: Utility Rates Proposal by City of Roseville Environmental Utilities Dept.
  - a. Richard Plecker Director of Environmental Utilities provided a presentation (handout attached) regarding the proposed environmental utilities rate adjustments for FY 15/16 and FY 16/17. Carol Margetich answered regarding the process of the increase. There will be additional public workshops if anyone would like additional information. Kenny Wahlberg (Board Member) stated he participated in the rebate/review for his property and the program worked very well and they were able to save money.
  
- VI. Reports
  - a. Update on DRP Formation Documents – Julie Hirota is finalizing the forms for the non-profit status 501C6 request. Items that are required include: Conflict of Interest Policy needs to go with the 1024 form. The Board reviewed a sample template. An Activities and Operational Information needs to be created as well. In addition, a requested was made for an approval for \$850 - \$1,000 to file the paperwork for the non-profit status. A motion by Chris Robles, a second by Kenny Wahlberg was made to Approve \$850 - \$1000 for filing fees and approval for the Conflict of Interest Policy that was presented by Julie. Passed unanimously.
  - b. Discussion was held regarding the Operational Information (Part 2 of the 1024 form). This section should include the information from the DRP Plan as outlined in the budget: Marketing, Maintenance, Landscaping, Security. A motion was made by Chris Robles, second by Kenny Wahlberg to approve Julie to complete the Part 2 of the 1024 form and submit to Doug Wagemann (President) and Anne Chacon (Secretary) for final review. Passed unanimously.
  - c. Bank Account – Janette stated the bank account has been established at First Bank. Kenny stated the bank account has been set up online as well as on Quickbooks. Kenny and Janette are currently working on an expense policy to present at the February board meeting. Kenny presented two invoices for approval: reimbursement to Kenny Wahlberg for Quickbooks Online set up \$13.99 and to Doug Wagemann for statement/incorporation filing fees \$278.28. A motion was made by Mark Vespoli, second by Chris Robles to approve the reimbursement requests presented by Kenny. Passed unanimously.
  - d. Property Owner Database – Anne continues to gather information in order to complete the database. Jerry Smith (property owner) provided updated contact information at the meeting.
  
- VII. Action Items

- a. Property Owner Letter/Needs Assessment Survey – Doug provided an update. Currently 18 out of 76 property owners have been returned. We are hoping more will continue to be returned prior to the next meeting.
- b. 2015 Budget & Priorities – to be determined based on survey feedback.
- c. Staffing/Contractor Needs – to be determined based on the scope of projects. Doug has investigated the prospect of contracting with an Executive Director on as needed project basis. Discussion was held on the advantages and disadvantages of budgeting for a contract Ex Director vs. reinvesting funds in the area. Mark Vespoli (Board Member) recommended we follow up on what is the baseline of services from the city as well as the Lighting and Landscape District prior to making any formal commitments. This item is tabled until assessment revenue and a budget is completed.
- d. D& O Insurance – Approximately \$800. This item will be included in future expenses when the revenue is received in the bank account.

VIII. Upcoming Meetings

- a. Board Meeting: Wednesday, February 25 at 3:00 pm

IX. Adjourn

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
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