

Downtown Modesto Partnership Board of Directors Meeting Minutes

Date of Meeting:	02/08/17	Time:	4:00 PM
Minutes Prepared By:	Susan Martin	Location:	1601 I Street 5 th Floor

1. Attendance

Present	Rose Louis, Sue Richardson, Barrett Lipomi, Fred Silva, David Boring, Craig Stott, Hank Barrett, Ryan Swehla (By Phone), Josh Bridegroom,
Absent	Dave Gianelli, Neal Khatri, Lynn Dickerson, Greg Reed, Kole Siefken, Mike Goss, Patrick Burda
Others	Susan Martin, Tony Madrigal, Nancy Young, Jennifer Mullen

2. Discussion

#	Topics	Presenter
1	<p>Welcome and Arriving Exercise</p> <ul style="list-style-type: none"> - Fred opened the meeting at 4:10 p.m. Fred mentioned that he wanted to host a social for the Board. Various dates and times would be sent out to check availability of the members. - Josh called for a round of introductions and asked everyone to identify a hobby or say something unique about themselves to allow board members to get to know one another a little better. 	Fred S. Josh B.
2	<p>Approval of Minutes</p> <ul style="list-style-type: none"> - Fred asked for approval of minutes from the January 11, 2017 board meeting. <ul style="list-style-type: none"> o Board approved the minutes as presented (S. Richardson/B. Lipomi; unanimous) 	Fred S.
3	<p>Public Comments</p> <ul style="list-style-type: none"> - Fred asked if there were any comments from the public. Tony Madrigal asked how he could get on the official mail list for the board meetings. Josh indicated that the Downtown Modesto Partnership website has the location and time of each board meeting, as well as the minutes from previous meetings. Josh also indicated that he would add Tony to the email distribution list for the board meetings. 	Any
4	<p>Review of Pertinent Law Affecting DMP</p> <ul style="list-style-type: none"> - Fred notified the group that the Downtown Modesto Partnership is subject to the Brown Act. The Board can only discuss items that are on the agenda at the meeting. If there are items that would like to be discussed, you can refer that item to the executive Committee to put it on the agenda for the next meeting. Fred indicated that there might be informational emails that will be sent out to the board, but there cannot be a "meeting" held via email. It's o.k. to ask a question about an open project, but no action can be taken via email. Fred stated that the Downtown Modesto Partnership is falls under the PRA Law. (Freedom of Information Act). This mean that anyone can make a request for documents from the company, including emails. 	Fred S.

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5	<p>Administrative Update (Recap of past month's activities and upcoming initiatives)</p> <ul style="list-style-type: none"> - Josh presented information on DoMo Living Project that he participated in and showed a brief video of those who participated. - Josh indicated the Parking Improvement Project (Nancy Hormann and Associates) had started and was underway. The team had one meeting already and would be holding another one in the next couple weeks. The estimated timeframe for this project will be six-nine months. - Josh confirmed that the State of the Downtown would be held in the Foster Theatre, and that March 17 is the current target date for the event. - Josh reviewed the impact of the Valley Hackathon that the Downtown Modesto Partnership provided a \$1000 sponsorship toward. - Josh discussed the collaboration of the DID/Downtown Modesto Partnership. - Josh presented the updates from the Clean and Safe Staff for the month of January. - Josh reviewed the security report from Rank Security the MotionLoft Year End Report from 2016. - Josh presented and reviewed the Financial Statement of Activity for the Downtown Modesto Partnership. 	Josh B.	
6	<p>Executive team Update (Recap of Executive Team Meeting)</p> <ul style="list-style-type: none"> - Fred indicated that much of the Executive Team discussion revolved around item seven on the board agenda. In addition to this, he indicated that the Executive Team had elected to maintain the nominations for Governing Board Appointments as presented at the previous meeting. 	Fred S.	
7	<p>Action: Consider Committee Assignments to Implement Strategic Direction (Executive Team)</p> <ul style="list-style-type: none"> - Josh presented the Executive Team nominations for the Hospitality, Promotions, Economic Restructuring and Urban Design Teams, reviewing what each team and individual members of each team would be responsible for. Tony requested to be added to the Urban Design Team. Fred indicated that this request would be noted and discussed with the Executive Team at the next meeting. <ul style="list-style-type: none"> o Board approved the appointments to the Committees as recommended. (D. Boring /R. Louis; unanimous) 	Josh B.	
8	<p>Action: Consider engaging Civilis Consultant to help implement key components of the 2017 Strategic Direction and authorize the Executive Team to work with its Principle, Michelle Reeves, on scope of work and contract details.</p> <ul style="list-style-type: none"> - Josh called Michelle and she discussed details of the strategies she uses when working with property owners. <ul style="list-style-type: none"> o Board recommended the Executive Team find out additional information on Civilis' services, and connect with other communities on their experiences with the firm. (S. Richardson /R. Louis; unanimous) 	Josh B. & Michelle R.	
9	<p>Action: Consider the Downtown Modesto Partnership logo design palette.</p> <ul style="list-style-type: none"> - Josh presented the logo design palette created by Annie Hartford, the design person hired on a limited basis to compliment Olive's work. David B. indicated that he had provided some suggestions on the logo and many had been incorporated. There was some discussion on other items that could be improved, and David B. reviewed how he thought those improvements might be executed. 	Josh B. & Annie H.	

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	<ul style="list-style-type: none"> o Board recommended that David B. work with Annie to modify the logo and bring a final draft to the next meeting on March 8, 2017 for approval. (D. Boring R. Louis; unanimous) 		
10	Director's Forum (This time on the agenda is provided for Directors to make any announcement, comments, observations, requests etc.) - No comments were made.	Any	
8	Adjourn - Fred adjourned the meeting at 6:29 p.m.	Fred S.	

3. Action Items

Action	Owner	Due Date
Josh to set Committee Team Meetings	Josh/Susan	02/28/2017
Executive Team to review adding Tony Madrigal to Urban Design Team	Josh/Fred	02/28/2017
Executive Team to review and gather information on Civilis Consultants	Josh B.	03/08/2017
David Boring to work with Annie Hartford on finalization of the Downtown Modesto Partnership Logo	David B/Annie H.	03/08/2017

4. Next Meeting (if applicable)

Date: (MM/DD/YYYY)	03/08/17	Time:	4:00pm	Location:	1601 I Street Floor 5
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