

# Downtown Modesto Partnership Board of Directors Meeting Minutes

<b>Date of Meeting:</b>	08/09/17	<b>Time:</b>	4:00 PM
<b>Minutes Prepared By:</b>	Susan Martin	<b>Location:</b>	1601 I Street 5 <sup>th</sup> Floor

## 1. Attendance

Present	Rose Louis, Barrett Lipomi, Craig Stott, Josh Bridegroom, Ryan Swehla, Fred Silva, Sue Richardson, Greg Reed, Lynn Dickerson, Neal Khatri, David Boring, Mike Goss, Dave Gianelli
Absent	Patrick Burda, Hank Barrett,
Others	Susan Martin, Dave Lyghtle, Chris Murphy

## 2. Discussion

#	Topics	Presenter
1	<p>Welcome and Approval of Minutes</p> <ul style="list-style-type: none"> <li>- Fred opened the meeting at 4:02 p.m.</li> <li>- Fred asked for approval of minutes from the June 14, 2017 board meeting.                             <ul style="list-style-type: none"> <li>o Board approved the minutes as presented (L. Dickerson/B. Lipomi; unanimous)</li> </ul> </li> </ul>	Fred S.
2	<p>Public Comments</p> <ul style="list-style-type: none"> <li>- None</li> </ul>	Any
3	<p>Administrative Update (Recap of past month's activities and upcoming initiatives)</p> <ul style="list-style-type: none"> <li>- Josh presented the updates from the Clean and Safe Staff for the month of July.</li> <li>- Josh reviewed the security report from Rank Security.</li> <li>- Josh presented and reviewed the Financial Statement of Activity for the Downtown Modesto Partnership.</li> </ul>	Josh B.
4	<p>Executive Team Update</p> <ul style="list-style-type: none"> <li>- Fred said that the Executive Team focused on the Parking Management Model Recommendations from Nancy Hormann. He deferred additional discussion on this until topic six (6).</li> </ul>	Fred.
5	<p>Discuss J Street Project</p> <ul style="list-style-type: none"> <li>- Josh stated that he was working to connect with the Mayor to help move the traffic study forward. Josh confirmed he had a meeting scheduled with the City Manager next week to discuss next step. He asked for members of the board to talk to any City Councilmembers that they have a relationship with about the importance of the project and moving forward with a traffic study. Josh will send out talking points to board members. Everyone was reminded that the DID Board and DMP Board have endorsed the study. David B. suggested that it might be good to have both the Downtown Modesto Partnership and the DID Board do a presentation so that the RFP can be completed for the traffic study.</li> </ul>	Josh B.

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6	<p>Action: Discuss Downtown Parking Management Model Recommendations</p> <ul style="list-style-type: none"> <li>- Fred confirmed that Nancy Hormann had completed her report for parking recommendations downtown. Nancy Hormann recommends that credit card enabled single space meter be installed downtown. She anticipated a need for 375 poles with two meters attached. The first sixty (60) days no actual citations will be given out, but a notice that their meter has expired and that DOMO has paid their fee. It is recommended that the system be priced at \$1.50 per hour, to keep it \$0.50 higher than the garages and surface lots. There will be recurring monthly expenses as part of the process. It will include labor, supplies, meter lease, and any repairs and maintenance.</li> <li>- Some of the board members expressed concern that Nancy was not recommending that we reduce the garage prices. The board was informed that Nancy believed the deferred maintenance costs on the garages was too great, but that it might be possible to do first hour free or something of that nature.</li> <li>- Fred conveyed Nancy's recommendation that board members talk with business owners about their employees parking on the street and moving every two hours. He indicated that we need to identify parking alternatives within walking distance of the businesses first.</li> <li>- There was general agreement during board discussion on this item that we should proceed as recommended, but that Josh should check with Nancy on the possibility of reducing prices in the garages. No action was taken.</li> </ul>	Fred S.	
7	<p>Action: Discuss New Org. Chart</p> <ul style="list-style-type: none"> <li>- This action entailed a personnel review of an employee of the Downtown Modesto Partnership and was moved to closed session.</li> </ul>	Josh B.	
8	<p>Board Members Forum (This is a time for board members to raise items of concern or make announcements. Per the Brown act, no discussion or action take place on any issue raised.)</p> <ul style="list-style-type: none"> <li>- There was a roundtable discussion by various members of the board at the conclusion of the meeting.</li> </ul>	Fred S.	
8	<p>Adjourn Regular Meeting</p> <ul style="list-style-type: none"> <li>- Fred adjourned the regular meeting at 5:00 p.m.</li> </ul>	Fred	
<b>3. Closed Session</b>			
1	<p>Discuss New Org. Chart</p> <ul style="list-style-type: none"> <li>- Josh presented a proposal to reorganize the Downtown Modesto Partnership to replace the Executive Assistant position with an Operations Manager position, and create a full-time Marketing and Events Manager position and a part-time administrative assistant position. <ul style="list-style-type: none"> <li>o Board approved the proposal as presented (R. Swehla/D. Boring; unanimous)</li> </ul> </li> </ul>	Josh B.	
2	<p>Discuss CEO Contract</p> <ul style="list-style-type: none"> <li>- No reportable action was taken</li> </ul>	Fred S.	
3	<p>Adjourn Closed Session</p> <ul style="list-style-type: none"> <li>- Fred adjourned the closed session at 6:00 p.m.</li> </ul>	Fred S.	

### 3. Action Items

Action	Owner	Due Date
Hire a full-time Marketing and Events Manager	Josh	ASAP
Revisit reducing garage parking prices with Nancy Hormann	Josh	9/13/17

### 4. Next Meeting (if applicable)

<b>Date:</b> (MM/DD/YYYY)	09/13/2017	<b>Time:</b>	4:00pm	<b>Location:</b>	1601 I Street Floor 5
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