

**Downtown Modesto Partnership
Board of Directors
Meeting Minutes**

Date of Meeting:	02/14/18	Time:	4:00 PM
Minutes Prepared By:	Susan Martin	Location:	1625 I Street

1. Attendance

Present	Fred Silva, Mike Goss, Barrett Lipomi, Greg Reed, Lynn Dickerson, Saul Trujillo, Ted Brandvold, Mike Moradian, Josh Bridegroom
Absent	Rose Louis, Ann Ednsley, David Boring, Ryan Swehla
Others	Susan Martin, Dave Lyghtle, Stephanie Burtch, Bob Kimball, Daoug Ridenhour, Ruben Imperial, Brad Hawn, Keith Peyton, Nancy Hormann (By Phone)

2. Discussion

#	Topics	Presenter
1	<p>Welcome and Introductions</p> <ul style="list-style-type: none"> - Fred opened the meeting at 4:08 p.m. - Newly appointed members of the board introduced themselves to existing members. 	Fred S.
2	<p>Approval of Minutes</p> <ul style="list-style-type: none"> - Fred asked for approval of minutes from the January 17, 2018 board meeting. <ul style="list-style-type: none"> o Board approved the minutes as presented (B. Lipomi/L. Dickerson; unanimous) 	Fred S.
3	<p>Public Comments</p> <ul style="list-style-type: none"> - None 	Any
4	<p>Administrative Update (Recap of past month's activities and upcoming initiatives)</p> <ul style="list-style-type: none"> - Josh provided an update on the past month's administrative items. He indicated our Downtown Experience Engineers were out in the field presenting flowers to the downtown patrons in honor of Valentine's Day. He also confirmed that we were back up to four staff members and were recruiting for our fifth. He identified that the Utility Art Box Project had kicked off, and one box had been started. All five boxes are estimated to be completed by the end of March. Josh informed everyone that he was working with the Chief of Police to help show an increased safety presence downtown. He indicated that the plans for the State of the Downtown were progressing nicely. He then presented the administrative numbers and the financials for the month of January. 	Josh B.
5	<p>Focus on Prevention Presentation</p> <ul style="list-style-type: none"> - Ruben Imperial presented on the CARE program that the City and County are working on together. Brad Hawn presented the plans for the low barrier housing that is being proposed for a location downtown. 	Ruben I and Brad H.

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6	<p>Action: Executive Team Recommendation – Discuss Parking Management Model Implementation Plan</p> <ul style="list-style-type: none"> - Nancy Hormann joined the meeting by phone and recapped the recommendations in the plan that was presented to the Executive Team. She recommends doing a test of metered parking on one or two blocks, and getting feedback from the people that utilize the parking meters. She covered the cost comparison between single space or multi-spaced meters and discussed purchasing vs. leasing. <ul style="list-style-type: none"> o Board approved the Parking Management Model Implementation Plan and plan to work with the City on testing the parking meters, as recommended (L. Dickerson/M. Moradian; unanimous) 	Fred S. and Nancy H.	
7	<p>Action: Executive Team Recommendation – Discuss Mission Statement</p> <ul style="list-style-type: none"> - Fred presented the Organizational Purpose and Mission Statement that was discussed and presented at the Executive Team Meeting. Josh discussed the organization philosophy and mission statement with the Board. <ul style="list-style-type: none"> o Board approved the Mission Statement as recommended (M. Goss/Barrett L; unanimous) 	Fred S.	
8	<p>Action: Executive Team Recommendation – Discuss Annual Action Plan</p> <ul style="list-style-type: none"> - Fred presented the Annual Action Plan that the Executive Team reviewed. Josh discussed the plan with the Board. <ul style="list-style-type: none"> o Board approved the Annual Action Plan as recommended. (B. Lipomi/M. Moradian; unanimous) 	Fred S.	
9	<p>Action: Discuss Annual Report</p> <ul style="list-style-type: none"> - Fred presented the Annual Report. Board members made various recommendations for edits before going to print. <ul style="list-style-type: none"> o Board approved the Annual Report (Mike G/Greg R; unanimous) with the following changes: <ul style="list-style-type: none"> ▪ Change cover picture ▪ Modify the district map; snap tight to district boundaries ▪ Date the Statement of Financial Position page with end of fiscal year ▪ Adjust the financials and add a footnote that these are pre-audited numbers and final numbers will be available in the spring of 2018. ▪ Edit the Social Media numbers to accurately represent the period from Dec 1, 2016 through November 30, 2017 ▪ Change the administration photo in the pie chart 	Fred S. and Josh B.	
10	<p>Action: Discuss Audit Committee Appointments</p> <ul style="list-style-type: none"> - Josh reminded everyone that last year there was a three-member committee. Two of the three members are no longer able to be on the committee (Hank Barrett, no longer on the Board, and Bob Barzan, is not available). Fred Silva has said that he would take a position on the committee, and Barrett Lipomi would still be available to be on the committee. Greg Reed volunteered to be the third member of the committee. <ul style="list-style-type: none"> o Board approved Fred Silva, Barrett Lipmoi and Greg Reed to the Audit Committee (M. Goss/M. Moradian; unanimous) 	Josh B.	

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11	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 can take place on any issue raised.) - There was a roundtable discussion by various members of the board at the conclusion of the meeting.	Fred S.	
12	Adjourn Regular Meeting - Fred adjourned the regular meeting at 5:38 p.m.	Fred	

3. Action Items

Action	Owner	Due Date
Finalize the Annual Report	Josh	02/23/18

4. Next Meeting (if applicable)

Date: (MM/DD/YYYY)	03/14/18	Time:	4:00pm	Location:	1625 I Street
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