

Downtown Modesto Partnership Board of Directors Meeting Minutes

Date of Meeting:	06/13/18	Time:	4:00 PM
Minutes Prepared By:	Susan Martin	Location:	1625 I Street Modesto

1. Attendance

Present	Rose Louis, Josh Bridegroom, Ryan Swehla, Fred Silva, Greg Reed(By Phone), Lynn Dickerson, David Boring, Mike Moradian, Ann Endsley (By Phone), Mike Goss (By Phone), Saul Trujillo (By Phone), Ted Brandvold
Absent	Barrett Lipomi
Others	Stephanie Burtch, Susan Martin, Aaron Vikery, Bob Kimball, Nancy Hormann (By Phone)

2. Discussion

#	Topics	Presenter
1	<p>Welcome and Approval of Minutes</p> <ul style="list-style-type: none"> - Fred opened the meeting at 4:04 p.m. - Fred asked for approval of minutes from the 05/09/18 board meeting. <ul style="list-style-type: none"> o Board approved the minutes as presented (Rose L/M. Moradian; unanimous) 	Fred S.
2	<p>Public Comments</p> <ul style="list-style-type: none"> - None 	Any
3	<p>Administrative Update (Recap of past month's activities and upcoming initiatives)</p> <ul style="list-style-type: none"> - Josh presented the updates from the Experience Engineer Staff for the month of May as well as stats from Rank Security. - Josh identified that the Gospel Mission reached out to discuss partnering with us on clean-up projects. Josh asked Susan to explain the status in more detail. Susan indicated that the Gospel Mission will send out three people that are currently participating in their long-term program every Wednesday to help with any project we need assistance with. The Phase I project will be cleaning up the entry ways into Downtown. They started this project today and gathered nineteen bags of trash in approximately. four-hours. We were able to receive about \$200 worth of donated supplies from a local vendor which included four hundred trash bags and five brooms for the volunteers to use. - Josh indicated that his meeting to discuss downtown housing with the City Manager and County CEO was cancelled the day before and has been rescheduled. - Josh reminded the members of the board that the City Council meeting regarding the J Street Project is scheduled for June 26th. He reminded everyone to please attend, if possible. Ted Brandvold indicated that the J Street Project will most likely get pushed out and will not be discussed on June 26th due to Councilmember availability. He indicated that it may be pushed out until July 3rd or July 10th. It was recommended by members of the 	Josh B.

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	<p>board that it be pushed out to July 10th or later due to July 3rd being right before the holiday affecting availability of members of the community..</p> <ul style="list-style-type: none"> - The current financials were provided and reviewed. 		
4	<p>Action: Discuss Sponsorship Opportunities</p> <ul style="list-style-type: none"> - Josh provided information on the upcoming Patiofest on June 30th. This event is being put on by the Downtown Events Group. Josh indicated that DMP had received an invoice for a \$1,000 sponsorship request. There was general consensus that we were missing an opportunity to be recognized as a sponsor, as posters have already been printed. We also were not able to participate in the planning process for the event. Everyone did agree that it seemed like the event would be good for downtown but want to know what the sponsorship money is going towards. Ryan felt that we should create a questionnaire for people requesting sponsorships to see if their proposal fits the criteria that DMP has set for sponsorship requests. <ul style="list-style-type: none"> o Motion to approve at \$500 sponsorship for Patiofest with the following conditions: Explanation of what the funds will be used for, and notice that next year we would like to be involved in the planning of the event and included in the promotions posters, etc. (L Dickerson/R. Swehla; unanimous) - Aaron Vickery presented on Modesto's First Mural Festival on September 7th and 8th. He indicated that he is going to have seven artists coming from all over the world and will have each artist do a mural on the side of the Chartreuse Muse. This will tie into the Domo First Friday event on September 7th. Aaron is looking for the Downtown Modesto Partnership to act as a fiscal agent for the event and to consider sponsoring for one of the artist's murals. The murals will be permanent and content-appropriate for all members of the community. <ul style="list-style-type: none"> o Motion for DMP to act as the 501c(3) fiscal agent for the event and to sponsor one of the murals with \$4,000 out of the Downtown Beautification budget (M. Moradian/R. Louis; unanimous) 	Josh B.	
5	<p>Action: Discuss Company Vehicle</p> <ul style="list-style-type: none"> - Fred reminded the board that there have been capital expenditure funds set aside to purchase a vehicle, which have not been used. The vehicle is needed for picking up supplies for the field crews, preparation for First Friday events, and running general errands for the company, among other things. It is recommended that Josh purchase a truck that can be used as a company vehicle and stored at his residence.. <ul style="list-style-type: none"> o Board approved the purchase of a used company truck . (L. Dickerson/M. Moradian; unanimous) 	Fred S.	
6	<p>Recap Promotions Team Meeting</p> <ul style="list-style-type: none"> - Lynn stated that her Promotions Team is doing a great job. The sub committees have been meeting and working hard on their plans. They are planning to meet in July as a whole group again to catch up on what each sub group has been working on. 	Lynn D.	
7	<p>Recap Urban Design Team Meeting</p> <ul style="list-style-type: none"> - Josh filled in for Barrett on the update for the Urban Design Team. The Visioning Series that was scheduled for the first week of June fell through 	Barrett L.	

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	due to the location not having AV capabilities due to it being outside. Josh has asked Susan to take over the booking of locations for the next three visioning series.		
8	<p>Economic Restructuring Team Update</p> <ul style="list-style-type: none"> - Two things that this committee is focusing on are the financials for downtown housing and restructuring the parking downtown. Nancy Hormann has suggested that DMP hire a full-time person for a contracted time (one year) and have them work out all the details of implementing the parking plan. There needs to be someone who is focused 100% on this project only. They need to work out the details with the City and the community. Someone that has a parking management background already. Nancy has job descriptions she can send to Josh so he can review with the Executive Team. Nancy suggested a \$50,000 salary for the person filling this role. 	Ryan S.	
9	<p>Hospitality Team Update</p> <ul style="list-style-type: none"> - Meeting has been set for June 27th @ 2:30 p.m. 	Fred S.	
10	<p>Board Member Forum</p> <ul style="list-style-type: none"> - There was general discussion around the table. Fred reminded everyone that due to scheduling conflicts in July, there will be no July Board Meeting. 	Any	
11	<p>Adjourn Regular Meeting</p> <ul style="list-style-type: none"> - Fred adjourned the regular meeting at 5:31 p.m. 	Fred S.	

3. Action Items					
Action			Owner	Due Date	
Josh to receive job description from Nancy Hormann for the parking management position.			Josh	06/26/18	
5. Next Meeting (if applicable)					
Date: (MM/DD/YYYY)	08/08/18	Time:	4:00pm	Location:	1625 I Street Modesto