# **Roseville Community Development Corporation**

P.O. Box 696 Roseville, California 95678- 2649 www.roseville.ca.us/rcdc

# August 11, 2011 Approved - Regular Board Meeting Minutes

Present: Chair Howard Rudd, Secretary/Treasurer John Norman, Directors Nick

Alexander, Ed Benoit and Mark Lund

Corporate Counsel: Greg Thatch, Law Offices of Gregory D. Thatch

Corporate Staff: CEO John Sprague, VP Kevin Payne, and Board Secretary Lonnye Heple

# II. Approval of June 9, 2011 Board Meeting Minutes

Director Alexander made a motion to approve the minutes of the June 9, 2011. Director Benoit seconded the motion.

Motion passed unanimously.

## III. Action Items

# a. Approval of Bank Selection - Kevin Payne

Director Lund made a motion to authorize the Chief Executive Officer to initiate the required banking services with River City Bank. Director Alexander seconded the motion.

Motion passed unanimously.

b. Authorization to Apply for State and Federal Tax Exempt Status – Greg Thatch Secretary/Treasurer Norman made a motion to authorize the Chief Executive Officer (CEO) to file the applications with the Internal Revenue Service (IRS) and California Franchise Tax Board (CFTB) and further authorize the CEO to execute a "Power of Attorney and Declaration of Representative" with the IRS and a Power of Attorney with the CFTB listing Gregory D. Thatch and Larry C. Larsen as representatives; and to pay all application fees associated with these applications. Director Benoit seconded the motion.

Motion passed unanimously.

### IV. Discussion Items

### a. Update on Real Estate Proposals - John Sprague

- 240 Vernon Street The non-refundable deposit of \$10,000 has been made and staff is in the process of hiring an Environmental Consultant for Phase I of the project. The cost for the consultant is estimated at \$1,200 to \$2,000. The property should close in 30 days, approximately September 12.
- Discussions continue with property owners on Vernon Street and other areas regarding available properties.

 202 Taylor and another property on Douglas – staff is working with Bank of America to see if they will donate these properties to the RCDC.

# b. Update on Credit Survey - Kevin Payne

Tim Johnson is conducting visits to businesses on Riverside, Vernon and the Historic District requesting they complete the survey. Two electronic surveys have been sent out, one by the Chamber and the other by the City's Economic Development Department. The results should be available the end of August or the first part of September. The Board requested to receive the information as soon as it is available so they have time to review it prior to the September meeting and requested to take action on the next phase. Staff agreed. If the report is not complete, it will be held until the October meeting to allow the Board sufficient time for review.

# c. Reimbursement for Expenses – John Sprague

John informed the Board that the By-Laws do allow for reimbursement for expenses related to the RCDC.

# d. Status of Operation Items - Kevin Payne

Kevin provided the status on operation items associated with the formation of the RCDC. See Attachment #1. The items shaded in yellow have been completed.

# V. Non-Agenda Public Comments

Chair Rudd opened the floor for public comment. No Comments.

#### VI. Board and Staff Comments

John Sprague notified the Board that he will be modifying the By-Laws and taking them to City Council for their approval at the September 7, 2011 Council Meeting. The areas to be revised are as follows:

- Article 7, Section 4, b. change the language to identify "regular" meetings
- Article 8, Section 2 address the language regarding the option for a Board Member to recuse themselves in certain instances.

Kevin Payne provided an update to the Board on the RDA and the action that the Council took to continue the operation of the RDA. He also informed the Board that staff is taking to Council for their approval, a recommendation to proceed with the Downtown Public Improvements. See Attachment 2.

### VII. Closed Session Pursuant to Section 54956.8 (Real Property)

Dropped from the agenda

### VIII. Report out of Closed Session

Dropped from the agenda

# **IX.** Adjournment – 9:15 a.m.