



DOWNTOWN ACTION ORGANIZATION

**Board Meeting
Wednesday, June 19, 2019
9:00 – 10:30 am
Santa Rosa Metro Chamber**

AGENDA

- | | | |
|-------------|---|-----------------|
| 1.0 | CALL TO ORDER | Natalie Balfour |
| 2.0 | PUBLIC COMMENTS ON NON-AGENDA ITEMS (limited to two minutes each) Comments from the public will be allowed on all agenda items at the time each item is called. | |
| 3.0 | CONFLICTS OF INTEREST OR ABSTENTIONS | Natalie Balfour |
| 4.0 | CONSENT ITEMS | Natalie Balfour |
| | 4.1 May 15, 2019 Meeting Minutes | |
| 5.0 | FINANCIAL REPORT | Tom Robertson |
| 6.0 | EXECUTIVE REPORT | Cadance Hinkle |
| 7.0 | DAO COMMITTEE UPDATES | Natalie Balfour |
| | 7.1 Marketing Committee | Sonu Chandi |
| | 7.2 Design and Improvement Committee | |
| 8.0 | UPDATE ON PORTLAND LOO | Hugh Futrell |
| 9.0 | PARKING COMMITTEE ESTABLISHMENT | Natalie Balfour |
| 10.0 | FUTURE AGENDA ITEMS | All |
| 11.0 | ADJOURNMENT | Natalie Balfour |

DOWNTOWN ACTION ORGANIZATION (DAO) Board Member Meeting Minutes
Santa Rosa Metro Chamber Board Room
May 15, 2019

Present: Joe Dietzen, Doug Van Dyke, Charles Evans, Sue Kade, Tom Robertson, Bernie Schwartz, Rick Mossi, Andrea Ballus, Sonu Chandi, Raissa de la Rosa, Hugh Futrell, Michael Hyman, Sue Kade, Doug Van Dyke, Zach Berkowitz, Sara Woodfield, Natalie Balfour

Santa Rosa Metro Chamber Staff: Peter Rumble

1.0 CALL TO ORDER

Hugh Futrell called the meeting to order as Vice Chair at 9:00 am. Natalie Balfour joined the meeting at 9:10.

2.0 PUBLIC COMMENTS ON NON-AGENDA ITEMS (limited to two minutes each)

No public comments provided.

3.0 CONFLICTS OF INTEREST OR ABSTENTIONS

No conflicts or abstentions.

4.0 CONSENT ITEMS

April 17, 2019 Meeting Minutes were amended to show a correction motion and second on Agenda item 9 of that meeting, Ratification of Certificate of Amendment to Articles of Incorporation.

5.0 Financial Report

Peter Rumble provided a brief overview of financial report. A request for a balance sheet to be included was made by DAO Board. Public comment provided asking for line item costs associated with services within the district. Motion to approve financial report by Doug Van Dyke, Rick Mossi provided second. Adopted by unanimous vote.

6.0 DAO COMMITTEES

Hugh Futrell provided an overview of Design Committee work. The Board provided direction to staff to work with the City to explore a license agreement and/or encroachment permit to allow the DAO to make necessary improvements to the square consistent with completing the City Council-approved design, and to move forward with the most expeditious process assuming no increased ongoing cost or maintenance liability to the DAO.

7.0 Update on Portland Loo (porta potties) and

Hugh Futrell provided an overview of the City's work on purchasing and constructing a public restroom "Portland Loo" in the downtown core. The Board provided direction to draft a letter to (Doug Van Dyke motion, Joe Dietzen second, Raissa de la Rossa abstained) the Downtown Subcommittee objecting to this project citing the existing of facilities already, lack of engagement with DAO in decision making, the likely increase of indigents and negative behavior, inconsistency with approved square and downtown plans, and the better option of wayfinding for existing facilities.

8.0 Parking Update

Natalie Balfour provided an update that through discussion with Kim Nadeau, the City is working on adjust metered parking hours to end at an earlier time (6pm). Changing garage operations will require Council action.

9.0 Executive Report

Peter Rumble provided an overview of ongoing DAO administrative activity. Most significant is the hiring of Cadance Hinkle Allinson as the new Executive Director, starting on 5/30/19.

10.0 Future Agenda Items

Update on construction plans for parking lot #10.

11.0 ADJOURNMENT

Natalie Balfour adjourned the meeting at approximately 10:35am.