



80 Watt District/PBID General Board Meeting

Thursday, April 12, 2018 @ 11am

Safe Credit Union: 4636 Watt Avenue, North Highlands, CA 95660

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Board Attending: Dave Kuhnen-Chair, Jim MacLaughlin-Vice Chair, Monica Billey-Secretary, Jason Currier-Treasurer, Tom Carrol, Vanessa Olmstead, Seth Astle, Larisa Sulzhik

Board Absent: Daniel Savala

Call to Order: Chairman of the Board David Kuhnen –Called to order at 11:03 am

- I. Consent Agenda: **MOTION:** Tom Carroll-Accept the Consent Calendar, 2nd-Larisa Sulzhik-All Approved.
- II. Treasurers Report-Jason Currier
 - a. March 2018 P&L under budget, however, costs for the Annual Report and Board Retreat (MMS Strategies) came in over budget-which is under the ‘Marketing budget.’
 - b. (Currier) explained that the Paladin Security Deposit (given when started in the agreement) is for the last month payment when cancelling service.
 - c. (Currier) will bring back proposal from Accountant in May for discussion. Discussion: Jim MacLaughlin asked if the Treasurer’s Report could be in the following way: Balance Sheet (by Month), P&L (Monthly), P&L (YTD), Expense/ Check detail, Reconciliation. Chair asked to meet with Treasurer, Vice Chair and Executive Director to discuss after the meeting.
- III. Executive Director’s Report: Rebekah Evans reminded the board on the bi-weekly memo for communication purposes, and would appreciate a response from board members. Rebekah has met with most board members, one-on- to discuss the board packet. PR Visitations, update given on all items, including beautification projects, garden opportunity, Discussed member needs. Will reach out to CPTED for training. (Sulzhik) reported on Walmart-participating in a ‘volunteer/donation opportunity,’ and will provide more details once

settled. (Kuhnen) reported that he would be attending the ‘Cap to Cap’ Public Safety workshop and connect 80 Watt District.

IV. Update from Supervisor Peters Office: Going through budget.

V. Update from Councilmember Warren’s Office: None.

VI. Policies for approval: 1) Policy & Procedure Adoption Policy 2) Whistleblower Policy 3) Credit Card Usage Policy **MOTION:** (Carrier) motioned to approve all policies, (Billey) 2nd. All approved.

VII. (Chair Kuhnen) reported on Board of Directors packet with job descriptions, including the Board Agreement.

a. **MOTION:** (Sulzhik) made a motion to approve the Board Agreement and ask for each member to sign for commitment, (Billey) 2nd. All approved.

b. Annual Report Discussion: \$4500 for 8 pages of creative design, no presentation and not ready (in revision stage). Must be in County office by May 1, 2018. Recommendation for 2019: 1) Fix Reporting techniques and determine in advance what the District should report, 2) Get several proposals on creative design with at least 3 revisions 3) ask for presentation by the company to the Board of Directors for approval. 4) Vanessa McCarthy-Olmstead asked if the Annual Report, Board Retreat could be taken out of the Marketing budget. **MOTION:** (Carroll) Executive Director to get completed product and will ask for approval by the board via email, then send out to County and members. 2nd by (McCarthy-Olmstead). Director Larisa Sulzhik abstained. Approved.

VIII. Ad Hoc Committee Updates

a. **Safe and Clean** – Committee Chair Seth Astle stated top issue is 7-11, however, the owner (Jag) is working to fix the problems, with the Sheriff’s Department.

b. Stats: Discussion on Maintenance/Crime Stats

c. **Prior MOTION:** Approved separation of ‘Security and Maintenance,’ so that more details on each items can be attended to. Executive Director will handle Maintenance Committee, until Chair comes back to work. Committee meeting to be held every other month and (Evans) will get costs of beautification and more for review. All approved.

- d. **Marketing and Advocacy** – Chair Vanessa McCarthy-Olmstead informed board about the 1) Change in date of meeting to 2nd Tuesday of every other month @ 3:30 pm (starting in May) 2) Social Media up and going, requested pictures/videos to share. 3) Website: Executive Director adding more details to each page. 4) Grants: Purchased ‘GrantWatch.com’ annual fee of \$199 to bring in more grants. SHINE grant discussion- (Evans) will recreate the grant to ‘match’ members when apply for lighting support. Will send out to the all owners/managers. **MOTION:** (MacLaughlin) to move the Shine project forward for lighting support, asking Property Owners to match with 80 Watt District and SMUD grant as a ‘benefit’ to participating in our district, 2nd by (Billey). All Approved. 5) TOT Grant with the County is coming, so LPR Cameras need to be finalized.

IX. New Business Items

- a. (McCarthy-Olmstead) to bring proposals back for Banners/ Monument Signage to May meeting.
- b. (McCarthy-Olmstead) asked Board to add to ‘WISH LIST’

NOTICE: Rebekah Evans, Executive Director will be out for May 2018 meeting.

ADJORNED: 12:43 pm

Next meeting: May 10, 2018 @ 11:00 am

BROWN ACT NOTICE

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. Action may not be taken on items not posted on the agenda.

ADA NOTICE

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Emily Briggs at 916.495.5599 at least 48 hours prior to the meeting.