



**HISTORIC RAILROAD SQUARE ASSOCIATION  
Community Benefit District**

**RRSQ Association Board Meeting  
Thursday, January 21, 2021  
9 AM per ZOOM TELECONFERENCE**

**Present: Kris Wilson, Mike Montague, Hugh Futrell, Dee Richardson, Rafael Rivero, Theresa Thommasi, Florine Ellingson, Marianne Neufeld, Jim McCalligan, Curt Nichols, Paul Quattrocci, Noelle Hermann, Larry Silver, Hardeep Gill,**

**AGENDA/MINUTES**

- 1. CALL TO ORDER AND ROLL CALL:** President, Mike Montague called the meeting to order at 9am.
- 2. COMMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS** - There were no public comments.
- 3. CONSENT ITEMS**
  - 3.1 Approval of December 20, 2020 minutes: Marianne Neufeld made a motion to approve; Curt Nichols seconded and minutes were approved.
- 4. PRESIDENT'S REPORT-** Mike Montague
  - 4.1 Street Cleaning: Mike is in contact with SRCity services to verify schedule of services. Bids are pending for additional street maintenance.
  - 4.2 Security Update: See notes under Security.
  - 4.3 Prince Greenway Rehabilitation: Mike met with SR City Director, Public Works Dept., Jason Nutt, to assess the greenway and to prioritize needs. Discussed options such as lighting & cameras issues to be addressed and the level of RRSQ Association support. Meeting with Hyatt has been scheduled to help resolve issues behind the hotel.
- 5. FINANCIAL REPORT:** Hugh Futrell, treasurer: Reviewed 2020 P&L, budget.
- 6. 2021 BUDGET ADOPTION**

6.1 Review and approval of the Executive Committee proposed 2021 Budget.

Presented 2021 proposed budget with discussion of projected allocations to marketing, street services including security, physical improvements and administration. Agreement was made to review the budget on quarterly basis. Curt Nichols made a motion to approve; Marianne Neufeld seconded the motion and a vote to approve the 2021 budget was made. (See attached)

**6. EXECUTIVE DIRECTOR'S REPORT-** Kris Wilson

6.1 SRPD Authorization forms: Authorization to enter private property forms were sent to all property owners. Kris to send a follow up request.

6.2 Social Media/Newsletter: January Newsletter sent. RRSQ Linked in account to be created.

6.3 SR City event update: Tara Thompson, Arts & Culture Manager, SR City will provide event permit application updates to keep us apprised of any applications being made.

**7. AD HOC COMMITTEE REPORTS/GOALS**

7.1 Security - Larry Silver: Vandalism & break-ins have increased since New Year's. Larry to set a meeting with Sgt. Wolf to discuss. A request to Allied Security for a proposal for a dedicated security car in RRSQ has been made as current coverage is not sufficient.

7.2 Wayfinding signs – Noelle Hermann: Area map created showing 12 signs including poles and directional signage from freeway. Quote from Healdsburg Signs is pending as the company also did signage in Napa, Healdsburg & Windsor with good results. City permit process for location & placement pending. Businesses purchase their own signage which was well received in other areas. Encroachment permits will be required and the committee will be working with the city to include public service signage in the project.

7.3 Tree Report- Jim McCalligan: Bids for tree removal/trimming are pending. Type of tree needs to be determined. It was suggested to re-do 5th Street and prune trees on 4th St. as first phase. Need to consider consistency and aesthetics, identify problem trees, remove hazardous trees and replant as needed. More than one company may be needed to cover the scope of project.

7.4 Trash receptacles-Paul Quattrochhi: Met with Tim Finnigan (City Parks) to review needs and/or replacement of trash receptacles; discussed repositioning some. Powerwashing and painting has been done. Locks to be placed on receptacles on 4th St. on a trial basis and will be monitored.

7.5 Project Review Committee - Curt Nichols: Committee will be meeting to discuss Depot Park & Founder's Grove projects.

**8. FUTURE AGENDA ITEMS:**

Nancy Adams, City SR, will be presenting Mobility Device project.

Painting Bollards in RRSQ: City SR volunteer program

**10. ADJOURNMENT:** Meeting adjourned at 11:05am.

**ACTION ITEMS:**

Next Meeting: February 18, 2021 - 9 AM per ZOOM

Link to 2021 budget: [https://drive.google.com/file/d/14\\_8X4X-gTu7AXFdD\\_PXNYT87UxaE4Pwi/view?usp=sharing](https://drive.google.com/file/d/14_8X4X-gTu7AXFdD_PXNYT87UxaE4Pwi/view?usp=sharing)