



**MINUTES OF THE REGULAR MEETING OF THE SAN PABLO ECONOMIC DEVELOPMENT CORPORATION BOARD OF DIRECTORS**

**TUESDAY, JUNE 21, 2016**

**ROLL CALL**

The Board of Directors (Board) meeting was called to order at 6:10 PM in the San Pablo Economic Development Corporation (SPEDC) Offices at 13830 San Pablo Avenue, Suite D, San Pablo, California. Present were Chair Adam Novickas, Vice Chair Kathy Chao Rothberg, Treasurer Elizabeth Pabon, and Director Genoveva Calloway. Director Xavier Abrams had an excused absence. Also present were General Manager Leslay Choy, Controller Bradley Ward, and Program Assistant Inder Grewal. Also with an excused absence was Executive Director Matt Rodriguez.

**PUBLIC COMMENTS**

There were no speakers.

**EXECUTIVE DIRECTOR DIRECTOR/GENERAL MANAGER REMARKS**

General Manager Leslay Choy opened the meeting by thanking the Board for attending the San Pablo Summer Business Mixer and called attention to the upcoming summer edition of Local FIRST. Comments on a potential SPEDC orientation for East Bay Economic Development Alliance and a recap of the New Market Tax Credits conference were also shared.

**CONSENT AGENDA**

Items on the consent agenda:

1. Minutes of the May 18, 2016 regular meeting
2. SPEDC FY15-16 YTD Financial Statements through April 30, 2016
3. Resolution authorizing MOU renewal with The Stride Center
4. Resolution authorizing MOU renewal with Moler Barber College
5. Resolution authorizing MOU renewal with Contra Costa College CTE and ELC
6. Resolution authorizing MOU renewal with RichmondBUILD
7. Resolution authorizing MOU renewal with Escalante Center
8. Resolution authorizing MOU renewal with Ruiz Technology Services
9. Resolution authorizing MOU renewal with Voler
10. Resolution authorizing MOU renewal with New Skin and City of San Pablo

It was moved by Director Calloway, seconded by Treasurer Pabon, and passed by a vote of those present to adopt the items on the Consent Agenda. The motion passed as follows:

AYES: Calloway, Chao Rothberg, Novickas, Pabon

NOES: None  
ABSTAIN: None  
ABSENT: Abrams

By adoption of the Consent Agenda, all items were approved.

### **REGULAR AGENDA**

#### **Resolution Adopting the Fiscal Year 2016-2017 Budget**

General Manager Choy introduced the item with a summary of the budget's framework followed by review and discussion of the executive summary, income budget and expense budget. Vice Chair Chao Rothberg and Treasurer Pabon commented on fund development opportunities and focused discussion on efforts to become fiscally sustainable. It was moved by Director Calloway, seconded by Chair Novickas, and passed by a vote of those present to adopt **RESOLUTION SPEDC2016-021**, a resolution adopting the fiscal year 2016-2017 budget.

AYES: Calloway, Chao Rothberg, Novickas, Pabon  
NOES: None  
ABSTAIN: None  
ABSENT: Abrams

#### **Resolution Authorizing Execution of Engagement Letter with Maze and Associates for Fiscal Year 2015-2016 Auditing and Tax Preparation Services**

General Manager Choy turned over discussion of the item to Controller Ward. It was moved by Vice Chair Chao Rothberg, seconded by Chair Novickas, and passed by a vote of those present to adopt **RESOLUTION SPEDC2016-022**, a resolution authorizing an execution of engagement letter with Maze and Associates for Fiscal Year 2015-2016 auditing and tax preparation services:

AYES: Calloway, Chao Rothberg, Novickas, Pabon  
NOES: None  
ABSTAIN: None  
ABSENT: Abrams

#### **Resolution Authorizing Application to the Federal Home Loan Bank of San Francisco AHEAD Program Grant Application**

General Manager Choy introduced the item, and Vice Chair Chao Rothberg added further commentary on the opportunity, other partners who might be approached and grants that might be natural next steps should the SPEDC receive this one. It was moved by Director Calloway, seconded by Treasurer Pabon, and passed by a vote of those present to adopt **RESOLUTION SPEDC2016-023**, a resolution authorizing application to the Federal Home Loan Bank of San Francisco AHEAD Program Grant Application:

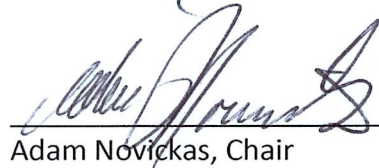
AYES: Calloway, Chao Rothberg, Novickas, Pabon  
NOES: None  
ABSTAIN: None  
ABSENT: Abrams

**ADJOURNMENT**

It was moved by Chair Novickas and seconded by Treasurer Pabon to adjourn the meeting at 7:24 PM until the next board meeting scheduled July 20, 2016.

Respectfully submitted,

  
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Leslay C. Choy, Board Secretary

  
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Adam Novickas, Chair