



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

WEDNESDAY, AUGUST 20, 2014

ROLL CALL

The meeting was called to order at 6:07 PM in the San Pablo Economic Development Corporation (SPEDC) Offices at 13830 San Pablo Avenue, Suite D, San Pablo, California. Present were Chair Kathy Chao Rothberg, Vice Chair/Treasurer Erwin Reeves, and Director Leonard McNeil. Also present were Executive Director Matt Rodriguez, General Manager Leslay Choy, and Controller Bradley Ward. With excused absences were Directors Genoveva Calloway and Adam Novickas.

PUBLIC COMMENTS

There were no speakers.

EXECUTIVE DIRECTOR/GENERAL MANAGER REMARKS

Executive Director Matt Rodriguez and General Manager Choy updated the Board on the status of the NMTC project. General Manager Choy assured the Board that Chase Bank is secured as the investor and the groundbreaking ceremony is slated for late October. General Manager Choy also updated the Board on membership, Road to Rewards, All College Day and staff's initiative to conduct business and consumer surveys.

CONSENT AGENDA

It was moved by Director Leonard McNeil and seconded by Vice Chair/Treasurer Erwin Reeves to adopt items in the Consent Calendar. The motion passed as follows:

AYES: Chao Rothberg, McNeil, Reeves
NOES: None
ABSENT: Calloway, Novickas
ABSTAIN: None

MINUTES

By adoption of the Consent Calendar, the Minutes of the meeting of July 16, 2014 were approved.

DISCUSSION AGENDA

Maze & Associates as FY13-14 auditors for SPEDC and for San Pablo Helms Center, LLC
Executive Director Matt Rodriguez introduced the item and Controller Ward discussed the details with the Board. After the Board discussed and commended staff for choosing a very affordable auditor, it was moved by Vice Chair/Treasurer Reeves, seconded by Director McNeil and passed by vote of those present to adopt **Resolution EDC2014-024**, a Resolution of the Board of Directors

of the San Pablo Economic Development Corporation, to authorize Maze & Associates as FY13-14 auditors for SPEDC and for San Pablo Helms Center, LLC. The motion passed as follows:

AYES: Chao Rothberg, McNeil, Reeves
NOES: None
ABSENT: Calloway, Novickas
ABSTAIN: None

\$25,000 wire deposit to NCCLF for NMTC Transaction

Executive Director Matt Rodriguez introduced the item and General Manager Choy discussed details with the Board. It was moved by Vice Chair/Treasurer Reeves, seconded by Director McNeil and passed by vote of those present to adopt **Resolution EDC2014-025**, a Resolution of the Board of Directors of the San Pablo Economic Development Corporation, to authorize a \$25,000 wire deposit to NCCLF for NMTC transaction. The motion passed as follows:

AYES: Chao Rothberg, McNeil, Reeves
NOES: None
ABSENT: Calloway, Novickas
ABSTAIN: None

\$2,500 Joint Sponsorship for 14th Annual Swinging for Scholarships for Contra Costa College Foundation

Executive Director Matt Rodriguez introduced the item and General Manager Choy discussed details with the Board. It was moved by Director McNeil, seconded by Vice Chair/Treasurer Reeves and passed by vote of those present to adopt **Resolution EDC2014-026**, a Resolution of the Board of Directors of the San Pablo Economic Development Corporation, to approve \$2,500 joint scholarship with the City for the 14th Annual Swinging for Scholarships for Contra Costa College Foundation. The motion passed as follows:

AYES: Chao Rothberg, McNeil, Reeves
NOES: None
ABSENT: Calloway, Novickas
ABSTAIN: None

“Bridge to Biotech” grant agreement with Contra Costa Community College

Executive Director Matt Rodriguez introduced the item and General Manager Choy discussed details with the Board. After discussion from the Board, it was moved by Director McNeil, seconded by Vice Chair/Treasurer Reeves and passed by vote of those present to adopt **Resolution EDC2014-027**, a Resolution of the Board of Directors of the San Pablo Economic Development Corporation, to authorize staff to develop “Bridge to Biotech” grant agreement with Contra Costa Community College. The motion passed as follows:

AYES: Chao Rothberg, McNeil, Reeves
NOES: None
ABSENT: Calloway, Novickas
ABSTAIN: None

All-America City Marketing Program

Executive Director Matt Rodriguez introduced the item and General Manager Choy discussed details with the Board. Director McNeil recommended staff to promote the three areas of the award. After Board discussion, it was moved by Director McNeil, seconded by Vice Chair/Treasurer Reeves and passed by vote of those present to adopt **Resolution EDC2014-028**, a Resolution of the Board of Directors of the San Pablo Economic Development Corporation, to authorize development of joint All-America City Marketing Program. The motion passed as follows:

AYES: Chao Rothberg, McNeil, Reeves
NOES: None
ABSENT: Calloway, Novickas
ABSTAIN: None

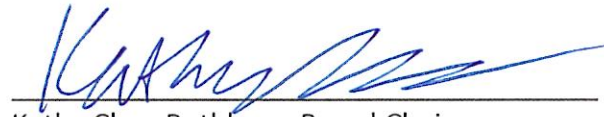
ADJOURNMENT

The meeting adjourned at 7:00 PM to Wednesday, September 17, 2014 at 6:00 PM.

Respectfully submitted,



Leslay C. Choy, Board Secretary



Kathy Chao Rothberg, Board Chair