



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

**WEDNESDAY, DECEMBER 17, 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 Directors Genoveva Calloway, Leonard McNeil and Adam Novickas. As the senior most member, Director Calloway chaired the meeting. Also present were General Manager Leslay Choy and Controller Bradley Ward. With excused absences were Chair Kathy Chao Rothberg, Vice Chair/Treasurer Erwin Reeves, and Executive Director Matt Rodriguez.

**PUBLIC COMMENTS**

There were no speakers.

**EXECUTIVE DIRECTOR DIRECTOR/GENERAL MANAGER REMARKS**

General Manager Choy updated the Board on meeting the two new SPEDC employees at the January meeting, office closure dates for the holidays, and discussed the January board meeting/retreat, as well as renewals for the RichmondBUILD contracts which will be on the consent calendar for January due to a delay with the City of Richmond's legal department.

**CONSENT AGENDA**

It was moved by Director Novickas and seconded by Director McNeil to adopt the Consent Agenda item. The motion passed as follows:

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

**MINUTES**

By adoption of the Consent Agenda, the Minutes of the meeting of November 19, 2014 were approved.

**DISCUSSION AGENDA**

**SPEDC FY14-15 FYE Financial Statements through October 31, 2014**

General Manager Choy introduced the item, Board discussed details with Controller Ward and General Manager Choy. Following discussion, the item was received and filed.

Minutes for December 17, 2014

**Resolution authorizing agreement with Green and Fair Janitorial**

General Manager Choy introduced the item and discussed details with the Board. It was moved by Director McNeil, seconded by Director Novickas and passed by vote of those present to adopt **Resolution EDC2014-038**, a Resolution of the Board of Directors of the San Pablo Economic Development Corporation, to authorize Executive Director Rodriguez to execute the agreement with Green and Fair Janitorial. The motion passed as follows:

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

**Resolution authorizing special meeting of the Board on January 7, 2015**

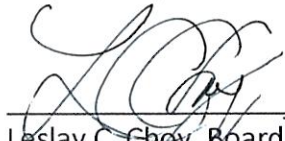
General Manager Choy introduced the item and discussed details with the Board. General Manager Choy clarified that if the project is pre-funded, the Board will be notified that the special meeting is canceled, as the regularly scheduled January meeting will be sufficient. It was moved by Director McNeil, seconded by Director Novickas and passed by vote of those present to adopt **Resolution EDC2014-039**, a Resolution of the Board of Directors of the San Pablo Economic Development Corporation, to establish a special meeting of the Board on January 7, 2015 for the purpose of discussion and adoption of NMTC documents. The motion passed as follows:

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

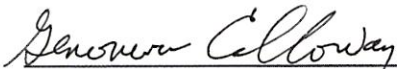
**ADJOURNMENT**

The meeting adjourned at 6:26 PM to Wednesday, January 7, 2015 at 6:00 PM.

Respectfully submitted,



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Leslay C. Choy, Board Secretary



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Director Calloway, Acting Board Chair