

**MINUTES OF THE REGULAR MEETING OF THE GOVERNING BOARD
TUOLUMNE COUNTY ECONOMIC DEVELOPMENT AUTHORITY**

LOCATION

TCEDA Offices
99 N. Washington Street
Sonora, CA 95370

Friday, February 2, 2018
4:00 pm

1. Call Meeting to Order:

Chairman John Gray brought the regular meeting of the Tuolumne County Economic Development Authority (TCEDA) to order at 4:00 pm.

2. Roll Call:

The following Board Members were present: Chairman John Gray, Vice-Chairman George Segarini, Member Jim Gianelli, Member Sherri Brennan, Member Dave Thoeny, Member Barry Hillman and Member Connie Williams.

Also present were Economic Development Authority CEO Larry Cope, Secretary Malorie Sperry and County Administrator Craig Pedro.

Guest present:

Carol Doud, Citizen

Carlyn Drivdahl, County Counsel

3. Flag Salute: John Gray led the Flag salute.

4. Oral Communication:

Carol Doud gave an update of some items she has been focusing on recently.

5. Announcement of the 2018 Representatives from the County of Tuolumne

Larry informed the group that Sherri Brennan and John Gray were the representatives from the County of Tuolumne for 2018.

6. Consent Agenda:

- a. Approval of the November 9, 2017 TCEDA Governing Board's regular meeting minutes.

John Gray asked for any public comments.

Motion: George Segarini moved to approve the minutes of the November 9, 2017 TCEDA Board Meeting. Sherri Brennan seconded the motion. The Board approved by a 7-0-0 vote.

7. Old Business: None

8. New Business:

- a. Selection of TCEDA Chairperson, Vice-Chairperson, Secretary and Treasurer (Discussion and Possible Action)

Motion: Jim Gianelli moved to approve the selection of John Gray as the TCEDA Chairperson. George Segarini seconded the motion. The Board approved by a 7-0-0 vote.

Motion: Barry Hillman moved to approve the selection of George Segarini as TCEDA Vice Chair-person. Sherri Brennan seconded the motion. The Board approved by a 7-0-0 vote.

Motion: Sherri Brennan moved to approve the selection of TCEDA Staff as Secretary and County Staff as Treasurer. Barry Hillman seconded the motion. The Board approved by a 7-0-0 vote.

- b. TCEDA Records Retention Schedule and Resolution Adopting Same (Discussion and Possible Action)

Carlyn Drivdahl went over the proposed record retention schedule. She informed the group that TCEDA did not currently have a record retention schedule, so it would be a good idea to adopt one.

Motion: Jim Gianelli moved to approve the TCEDA Records Retention Schedule and Adopting the Resolution. Connie Williams seconded the motion. The board approved by a 7-0-0 vote.

- c. Mid-Year Financials (Discussion)

Larry briefly went over the mid-year financials. He informed the group that TCEDA is right on target of where we are supposed to be regarding the budget.

One addition to Mid-Year Financials, Larry added that the TCEDA was recently awarded a PG&E Grant for \$8,000 which was more than the budgeted \$1,000, as it has been in the past. Larry also stated that \$2,000 of that grant will go towards an Economic Summit event that the TCEDA and Rural County Representatives of California (RCRC) is organizing, \$5,000 towards recruitment and \$1,000 towards equipment updates.

d. FY19 Budget (Discussion and Possible Action)

Larry went over the proposed FY19 Budget. He explained to the group that there is no increase in the 2019 budget request. As for individual line items, not much has changed from last year except for some movement of funds to different line items for accounting purposes. The travel and training line item increased, and marketing decreased due to where expenses should be reflected.

Connie Williams asked Larry to clarify the difference between the funds for expendable equipment and his technology allowance. Larry explained that the expendable equipment is for office equipment such as network maintenance, hard drives, Wi-Fi systems, modems, small office equipment and etc. His technology allowance goes into his salary (which he pays taxes on) and is to reimburse for his cell phone and mobile access usage for business purposes.

John Gray asked for public comment. Carol Doud mentioned that TCEDA requested an additional \$10,000 from the County and the City last year for the downtown outreach program. She asked if TCEDA was going to extend the downtown program. Larry clarified that he intended to continue the downtown program for the next few years.

Motion: George Segarini moved to approve the proposed TCEDA FY19 Budget to go to the City of Sonora and the County of Tuolumne for endorsement. Jim Gianelli seconded the motion. The board approved by a 7-0-0 vote.

9. CEO's Report:

Larry briefly went over his CEO's report which included some statistics on the number of projects he is working on, meetings/events recently attended and prospects he has been working with. He has been prospecting Bay Area and Sacramento Companies as well as attending technology pitch events. He also attended 2018 BioMed conference. He is still working with partners on affordable housing in Tuolumne County.

He also informed the group that the Downtown Outreach program with Alliance SBDC is in effect and he has received positive feedback so far. The TCEDA has helped fund, through grant funds, the Business Expo which will be held on March 7th at the Opera Hall.

Larry informed the board that he has been asked to serve on the board of Cable 8 Community Access Television. He would like the boards input, given the discussions in the past about the amount of time invested in being on boards. The board consensus was to add the item to the agenda for the next meeting, so they could discuss it further.

10. Board Report(s):

- Dave Thoeny informed the group that he went to Modesto with Larry to visit a CNC training facility to look for qualified candidates for local businesses. He also said that he is working with the San Francisco Public Utility Commission on a construction related apprenticeship program. He's very happy with the partnership.
- Barry Hillman gave an update on HealthLitNow and informed the group that 600 kids went through the program in January.
- George Segarini gave an update of the Mono Way/Greenly road intersection. With near completion, he feels it turned out well.
- Connie Williams informed the group that the City of Sonora is working on a Vision Sonora project with Tuolumne County Transportation Council and Caltrans. She also gave an update of newly opened businesses downtown.
- Sherri Brennen notified the group that the County has hired a consultant to work on the General Plan. She also informed the group that a master stewardship agreement has been signed.
- Craig Pedro updated the group on the Board of Supervisors 3-day retreat at Rush Creek Resort. There was a lot of discussion on the importance of Economic Development at the retreat.

Next Meeting: March 2, 2018

Time: 9:30 am

Location: TCEDA Offices

11. Adjourn

Chairman John Gray adjourned the meeting at 5:00 pm.