



SUNRISE MARKETPLACE BOARD OF DIRECTORS MEETING
THURSDAY, February 24, 2022-3:00 PM

5750 Sunrise Blvd (Conference Room First Floor)

Join Zoom Meeting

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Meeting ID: 394 492 1744 Passcode: 95610 Dial by your location +1 669 900 9128 US

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Board Members

Present: Tiffany Clement- Chair, Natalie Worstein- Vice Chair & MARCOM Chair, Kim Kelley, Secretary, Andrew Gianulias, Ted Mitchell, Travis Kimball, Wayne Wasulko

Absent: Don Tollefson- Treasurer, Christy DeCelle, Colby Young, Greg Bazarnik

Guests

City: City Manager, Ash Feeney, Councilmember Steve Miller, Meghan Huber

CHPD: Wesley Herman, Sgt. Seth Cimino, Lt. Officer Jeff Schouten, Officer Carlos Minero

Staff

Kathilynn Carpenter, Lisa Cordell, Mikhaila Freas

CALL MEETING TO ORDER..... Tiffany Clement

The meeting was called to order at 3:06pm by Tiffany Clement.

PUBLIC COMMENTS..... Tiffany Clement

None.

AB 361 FINDINGS FOR VIRTUAL MEETINGSTiffany Clement

- SMP Board of Directors makes the following findings in accordance with AB361
 - The gubernatorial state of emergency is still in effect but may end in March.
 - SMP has considered or reconsidered the circumstances of the state of emergency and state officials are recommending social distancing measures.
- **Action/Approve: (ROLL CALL VOTE)** The board made the above findings with the caveat that SMP should begin meeting in person if conditions are amenable. *(M/S/A Wayne Wasulko/Natalie Worstein)*

ADMINISTRATIVE..... Tiffany Clement

- **Action/Approve: December 9 Board Meeting Minutes. (ROLL CALL VOTE)**
A motion to approve December 9 Board Meeting Minutes was (M/S/A Wayne Wasulko/Kim Kelley).

CITY OF CITRUS HEIGHTS Meghan Huber

- New City Manager: Meghan introduced City Manager Ash Feeney. Mr. Feeney is very familiar with the area and lives nearby in Fair Oaks. He has a strong Economic Development background in both the public and private sector. Prior to coming to Citrus Heights, he was the Assistant City Manager in Davis. He is very familiar with PBIDS and Chambers.

- Small Business Grant Program: The City has allocated \$320,000 in ARPA Funds to a small business grant program. The application process has launched and will remain open for 30 days (closing March 26). For a business to qualify they must have 20 full time or less employees, revenue of \$3 million or less (pre-Covid), and have a 25% revenue loss. Grants range from \$2,000 - \$15,000. The City was awarded \$15.6 million and has received the first half of that; \$5.3 million was allocated to reinstate 22 CHPD positions. City staff and Councilmembers will be holding workshops to determine allocation of the remaining approximately \$10 million in funds. The City will receive the second payment in May.
- Greenback work: The contractor is ready to start. The notice to proceed will be issued today which will allow field work to commence within the next two weeks. The project will take place on Greenback from Sunrise to Fair Oaks and will include the Fair Oaks intersection (north and south bound approaches). The area north of the intersection will extend a bit further to include work on the old culvert under Fair Oaks. Once a timeline with details is in place, the City will distribute.
- Zoning Code updates – staff report previously distributed. Most relevant are new design guidelines for fences which are visible from the public right of way; updates on use permits and tree mitigation.

SECURITY/MAINTENANCE UPDATE Officer Jeff Schouten

Officer Schouten is working with businesses on crime prevention. Working with retailer Loss Prevention staff and security on spotting criminal activity and advised to perform a “burn”, encouraging prevention due to difficulty in getting County Jail to accept suspects. If someone is arrested, it takes him out of the district for several hours to drive suspect to jail and the booking process. He is often turned away due to Covid, Prop 47 theft thresholds or other issues. There were two significant arrests recently at Hobby Lobby, where product was retrieved and a suspect with a firearm at the Sunrise Mall. Officer Schouten has successfully caught several criminals with outstanding warrants.

With the transient issues continuing, it is important to keep vacant buildings secured. Keeping all businesses clean, remove shopping carts and graffiti will help. It is helpful for us to have a key to vacant buildings to be able check them and remove transients. CHPD crime report was presented and was previously distributed.

SMP currently contracts with CHPD for an officer Tuesday thru Friday, 11AM-9PM. Officer Schouten has a reserve officer with him on Tuesday, Thursday, and Friday. However, we have seen an uptick in criminal activity and property damage over the weekends and have therefore added private, armed security to fill in the gaps. NorCal security will work Saturday, Sunday, Monday and Wednesday.

We have also witnessed a significant increase in transient related property damage including broken windows, graffiti, illegally dumped items, and other issues. We have worked with City Wide Property Services on an ad hoc basis on the more egregious issues. Funds are included in the budget for City Wide to provide day-porter service during the week to pick up trash, shopping carts, clean graffiti in the public right of way areas as well as issues that are difficult for a property owner to manage. Board members agreed this was a necessary service and five-day a week service will be approved as part of the budget approval later in the agenda.

PROPOSAL FOR NEW SMP OFFICE Kathilynn Carpenter

SMP is working with InterCal Real Estate for office space at Greenfaire Village next to Sacramento Black Rifle. Estimated costs for tenant FFE in the new office is \$35,000; SMP has offered to provide \$10,000 toward tenant improvements which are estimated to be \$50,000- \$75,000. Rent is proposed at \$1,500 per month for 2021. The space is large enough to host training for businesses for fraud, shoplifting prevention, and other issues. Officer Schouten will also be able to do training with loss prevention staff and shopping center security personnel. We also hope to host business networking mixers. We are working toward a June move in. The office expense is included in the budget and will be approved as part of that item.

FINANCIAL REPORT Kathilynn Carpenter

The budget includes considerable funding toward security and maintenance. We will be meeting with the CHPD Impact Team to see what strategies and resources the City can provide to assist us in this area. The good news is that we received \$100,000 in American Rescue Funding Act monies from Sacramento County otherwise we would not be able to afford to do this for our businesses. Supervisor Sue Frost advocated for this money which I indicated would be spent toward Covid related issues such as increased transient property damage, increased security, and maintenance. County supervisors noted that they expected the incorporated cities in the County to step up and assist their PBIDs with ARPA funding as well.

- **Action/Approval: Approval of 2022 Draft Budget ROLL CALL VOTE)**

A motion to approve 2022 Draft Budget with revisions to move money from Covid Support to Photography and Video to create an SMP promotional video and adding \$60,000 to Maintenance budget for daily porter service with City Wide was (M/S/A Natalie Worstein/Ted Mitchell).

MARKETING COMMITTEE REPORT Tiffany Clement

Due to length of meeting, it was agreed that the Marketing Report would be distributed via email to the board.

MEETING ADJOURN MEETING Tiffany Clement

The meeting was adjourned by Tiffany Clement at 4:52pm.

Submitted by Kathilynn Carpenter

Approved by Tiffany Clement: _____