



SUNRISE MARKETPLACE BOARD OF DIRECTORS MEETING
WEDNESDAY, NOVEMBER 9, 2022, NOON

SMP Office 8095 Suite D Greenback Lane Citrus Heights

<https://us02web.zoom.us/j/3944921744?pwd=Y3V1UitodmdOcUkVmdHemkrMDBiUT09>
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, Don Tollefson-Treasurer, Andrew Gianulias, Greg Bazarnik
Ted Mitchell, Wayne Wasulko,

Absent: Kim Kelley-Secretary, Christy DeCelle, Colby Young, Brooke Bolden

Guests:

Keith Sippola

City: Meghan Huber

CHPD: Sergeant Seth Cimino, Officer Jeff Schouten

Nor Cal Security: Rich DeSilva

Staff:

Kathilynn Carpenter, Lisa Cordell, Mikhaila Freas

CALL MEETING TO ORDERTiffany Clement

The meeting was called to order at 12:01 by Tiffany Clement.

PUBLIC COMMENTS..... Tiffany Clement

There were no comments.

AB 361 FINDINGS FOR VIRTUAL MEETINGS Tiffany Clement

- SMP Board of Directors makes the following findings in accordance with AB361
 - The gubernatorial state of emergency is still in effect.
 - SMP has considered or reconsidered the circumstances of the state of emergency and state officials are recommending social distancing measures.

Action/Approve: Make AB361 Findings. (ROLL CALL VOTE IF REMOTE ATTENDEES)

A motion to make the above findings was (M/S/A) Andy Gianulias/Don Tollefson

ADMINISTRATIVE..... Tiffany Clement

- **Action/Approve: September 8, 2022, Board Meeting Minutes. (ROLL CALL VOTE IF REMOTE ATTENDEES)**

A motion to approve the September 8, 2022, Board Meeting Minutes was (M/S/A) Don Tollefson/Greg Bazarnik

- **Review day/time of future meetings.**
 - Board would like to hold Board Meetings on the 2nd Tuesday at noon every month.
- **Review of teleconferencing rules.**
 - Board meetings can continue to be held hybrid, but everyone must post the agenda at their location, and SMP will have to post where everyone is located while participating in the meeting.
- **Review attendance rules.**
 - *SMP Bylaws (iv) the failure of the members, at any meeting of members at which any director or directors are to be elected, to elect the number of directors to be elected at such meeting; (v) if a director fails to attend, five regular meetings of the Board of Directors in any calendar year without a Board approved leave of absence, and the Board takes action to remove the Director.*

Kathilynn and Tiffany are working to get more Board seats filled. There are a couple of At-Large seats available, as well as the financial seat and one Retail seat. Don requested to have his seat switched to At-Large and bring in another small business to take that seat.

MARCOM is having issues with obtaining a quorum. The board has agreed to include MARCOM materials in the Board meetings and eliminate the Marketing Committee.

SMP SLATE OF BOARD AND OFFICERS – 2023..... Tiffany Clement

- **Action/Approve: Review & approve 2023 SMP Slate of Board and Officers. (ROLL CALL VOTE IF REMOTE ATTENDEES)**
A motion to approve the 2023 SMP Slate of Board and Officers was (M/S/A) A. Gianulias/D. Tollefson.

CITY OF CITRUS HEIGHTS Meghan Huber

- SMP Overlay Zone (Banning auto related uses in the District)
 - The Overlay was approved 5-0.
- Shopping Cart Ordinance
 - City Council approved the Shopping Cart Ordinance which regulates abandoned carts, with fines eliminated for now and verbiage corrected. After the Holidays, businesses will have 10 days instead of 5 days to recover their shopping carts.
- Sunrise Mall Specific Plan Updates
 - A tentative parcel map was submitted for a potential hotel project taking place on the front parcel near US Bank. The plan will not affect the operation of the Bank. This is the first submittal under the Specific Plan.
 - Ethan Conrad properties purchased the Sears parcel. It is currently zoned for retail, restaurant, entertainment, or multi-family housing per the Specific Plan.
 - Council approved the hiring of a consultant to explore financing options for the infrastructure costs required in the Sunrise Mall Specific Plan. A consultant will be chosen and presented to Council for approval.
 - The City will be utilizing some ARPA funds for the new Beautification Crew – which includes a new truck and maintenance crew to pick up debris in the public right of way.

SECURITY & MAINTENANCE.....Officer Schouten

- Review scope of work for SMP Officer: Patrols District, responds to Calls for Services; assists Loss Prevention and Center Security. Businesses advised to call Dispatch in emergencies.
- Review scope of work for private security patrol: Armed with higher level of training and certification than Center Security; former Law Enforcement and Military, Self-Insured. Officers patrol the District and respond to calls for service/ currently enter businesses. Center Security does not enter buildings; do not engage, main function is to “observe and report.” They engage with individuals.

Primary activities:

- Theft Prevention and Recovery
- Transient Related Issues (cannot arrest, but prevent camps from establishing
- Disturbances and Suspicious Vehicles

Review scope of work for City Wide porter services: Maintenance porter works Monday-Friday, three hours each day. This is a very popular service with our business and property owners.

Staff is reviewing options/strategies for Illegal Dumping.

Public Safety Committee: We are looking for people who would like to participate in this new committee that will review existing security programs and make recommendations to the Board.

Officer Schouten and Kathilynn have identified businesses who are abusing the security and maintenance services. Security spends a lot of his time at a few specific businesses throughout the week. We will be connecting with those businesses to help them find better solutions as we cannot continue to spend all our resources there.

Conclusion: SMP will beef up the security team during the holiday season.

Sergeant Cimino reported that the City is working on a Chronic Nuisance Offender Program as well as a Community Prosecutor program.

FINANCIAL REPORT..... Kathilynn Carpenter

The YTD financial report was emailed out and handed out at meeting. There were no questions, Kathilynn explained the few large variances.

- **Action/Approve: Approval YTD Financial Report. (ROLL CALL VOTE IF REMOTE ATTENDEES)**

A motion to approve the YTD Financial Report was (M/S/A) Andy Gianulias/Tiffany Clement

MARKETING COMMITTEE REPORTLisa Cordell

- Fourth Quarter Events and Advertising
 - November 10th: Stranger Things Skate Party: Sunrise Rollerland
 - November 12th: SMP Turkey & Fixin’s Drive: Marketplace at Birdcage
 - November 18th: Laser Light Show: Sunrise Mall
 - December 7th: City of Citrus Heights Tree Lighting
 - December 15th: Nutcracker: Sunrise Mall
 - December 17th: Sunrise Mall Holiday Farmers Market
- SMP Open House- November 30

MEETING ADJOURN MEETINGTiffany Clement
Tiffany Clement adjourned the meeting at 1:52pm

Submitted by Kathilynn Carpenter

Approved by Tiffany Clement: _____