# December 16, 2021 Sonoma Mendocino Economic Development District Board of Directors Meeting

Agenda

## 1. CALL TO ORDER 10:03
CONSISTENT WITH THE PROVISIONS OF **AB** 361, MEMBERS OF THE
BOARD OF DIRECTORS WILL PARTICIPATE IN THE NOVEMBER 18,
2021 MEETING BY TELECONFERENCE. IN PERSON PARTICIPATION
BY THE PUBLIC WILL NOT BE PERMITTED AND NO PHYSICAL
LOCATION FROM WHICH THE PUBLIC MAY ATTEND THE MEETING
WILL BE AVAILABLE. REMOTE PUBLIC PARTICIPATION DETAILS ARE
LISTED AT THE TOP OF THIS AGENDA.

Should you want to submit public comment, do so by email before the Board Meeting is called to order.
Please state the agenda item number that you are commenting on and limit written comments to three
hundred (300) words or less. Comments can be sent to calvin.sandeen@sonomacounty.org. Written
comments received prior to the meeting you wish to comment on will be read into the record.

## 2. ROLL CALL
Jon Frech Present
Mary Anne Petrillo (Chair) Present
Katrina Kessen Absent
Paul Garza Present
Lisa Badenfort (Vice-Chair) Present
Robin Bartholow Present (joined late)
Jeff Kelly Presnet (joined late)
**Mike** Nicholls Present
Paul Castro Absent

## 3. OPEN TIME FOR PUBLIC EXPRESSION
This is an opportunity for any member of the public to briefly address the Board on any matter that does not
appear on this agenda and is restricted to matters within the Board's jurisdiction. Items that appear to warrant a
more-lengthy presentation or Board consideration may be placed on the agenda for discussion at a future
meeting. Please limit comments to three hundred (300) words.

## 4. AGENDA ADJUSTMENTS - DISCUSSION/ACTION

It was noted that due to Board Packet updates earlier in the morning Board Effects was
inaccessible for about an and some Board member could not access attachments, Chair Petrillo
asked if there were any other agenda adjustments and if the Board should vote to reconvene or
continue. Jeff Kelly made a motion to continue the meeting

Motion to continue with the meeting: Jeff Kelly
Second: John Frech

Roll Call vote:
Jon Frech yes
Mary Anne Petrillo yes
Paul Garza yes
Lisa Badenfort yes
Robin Bartholow not present for vote
Jeff Kellyy y
Mike Nicholls y
Motion passed

## 5. STATEMENT OF CONFLICT OF INTEREST
This is the time for the Board of Directors to indicate any statements of conflict of interest for any item listed on this agenda.
NONE

## 6. CONSENT ITEMS - DISCUSSION/ACTION

a. Approval of Previous Board Meeting Minutes

    a. SMEDD Special session Board Meeting Minutes 10.28.2021

    b. SMEDD Board Meeting Minutes 11.18.2021

    c. SMEDD Board Meeting Minutes 10.21.2021

Motion to approve Board Meeting Minutes for 10/21/2021, 11/8/2021 and Special Session 10/28/2021: Mike Nicholls
Second: Paul Garza

Roll Call vote:
  Jon Frech yes
  Mary Anne Petrillo yes
  Paul Garza yes
  Lisa Badenfort abstain
  Robin Bartholow not present for vote
  Jeff Kelly yes
  Mike Nicholls yes
Motion passed

7. FINANCIAL REPORT - DISCUSSION/ACTION

a. Written Financial Report

**b.** Monthly Financial Report
The district's fiscal analyst will provide a monthly financial report to
the board.

c. Monthly Reimbursement Request

The Board will vote to reimburse the County of Sonoma for staff time and contractual expenditures that supported SMEDD activities in the amount of $5,508.50 during November 2021.

Rebekah Heinz was unable to attend the meeting. Calvin Sandeen presented written reports provided by Rebekah Heinz for both the Monthly financial report and the Monthly Reimbursement request.. Jeff Kelly inquired about an item on the reimbursement request that was allocated to EPS. Robin Peckham at EDFC clarified that the item in question was the for the CEDS consultant, which EDFC billed, not EPS.

Robin Bartholow joined the meeting during the presentation of the reports.

Motion to approve the monthly financial report and monthly reimbursement request: Jeff Kelly
Second: Mike Nicholls

Roll Call Vote:
  John Frech yes
  Mary Anne Petrillo yes
  Paul Garza yes
  Lisa Badenfort abstain
  Robin Bartholow abstain
  Jeff Kelly yes
  Mike Nicholls yes
  Motion passed

8. AD HOC COMMITTEE REPORTS - DISCUSSION/ACTION
Ad Hoc Committees will report to the Board on recent progress.

a. 2021 Comprehensive Economic Development Strategy (CEDS) Ad Hoc
The Comprehensive Economic Development Strategy Ad Hoc and project managers will provide an update to the board on the 2021 CEDS project.

    a. SMEDD CEDS Final Report

Ashleigh Kanat presented an overview of the final report. Chair Petrillo asked if there were any comments from the EDA. Chair Petrillo asked for Board Member comments.

Motion to accept CEDS and updated data Paul Garza
Second: Mike Nicholls

Roll Call Vote:
John Frech yes
Mary Anne Petrillo yes
Paul Garza yes
Lisa Badenfort abstain
Robin Bartholow y
Jeff Kelly y
Mike Nicholls y
Motion passed

   b.  District Financials/Ad Hoc

      Jeff Kelly presented the District Financials Ad Hoc report.

   c.  Communications Ad Hoc
      No report

   d.  Disaster Workforce Ad Hoc
      No report

      Paul Garza requested that written reports be provided from Ad Hoc committees

9. Staff Update – Discussion

Calvin Sandeen gave an update on Broadband. Jeff Kelly asked if Broadband can make use of matching grant funds, Chair Petrillo asked Calvin Sandeed to report back at the next board meeting.

Robert Gernert of EDFC introduced Stacey Caico, Development Manager.

10. SUGGESTED AGENDA ITEMS FOR NEXT BOARD MEETING - DISCUSSION

Chair Petrillo asked that Ad Hoc committees provide written reports and board packet materials five days prior to the next board meeting for inclusion in the board packet.

Chair Petrillo asked Calvin Sandeen to invite EDA and 3Core to next board meeting.

Chari Petrillo would like to schedule a board retreat. Calvin Sandeen to send doodle poll to select a date.

11. MEETING ADJOURNMENT – ACTION 12:01 pm

    Motion to adjourn: Paul Garza
    Second:Mike Nicholls

    Roll Call Vote:
    John Frech yes
    Mary Anne Petrillo yes
    Paul Garza yes
    Lisa Badenfort yes
    Robin Bartholow y
    Jeff Kelly y
    Mike Nicholls y
    Motion passed

**Certification of Minutes:** These minutes were taken by Robert Gernert, EDFC and are certified as correct