



ROCKVILLE ECONOMIC DEVELOPMENT, INC.
EXECUTIVE COMMITTEE
MINUTES

September 13, 2022, 4:30 p.m.
VIA Zoom Meeting

Committee Attendees: Susan Prince, Todd Pearson, Nancy Regelin, Bridget Donnell Newton
Staff: Cindy Rivarde, Richelle Wilson

1. CEO
 - a. The annual report was presented to Mayor and Council Monday September 12, 2022, and was received well.
 - b. The Business Survey report from Technometrica was included in the Annual Report. They will be conducting three more focus groups and then will compile a final deliverable. They will be doing a final presentation. It was recommended that the presentation be at Glenview Manor and open to the public with invitations to Mayor and Council as well as the Board. A format like the fireside chat used by the Chamber for the State of the City could be a good way to engage. Ms. Wilson also recommended including some market updates from CoStar and possibly commercial brokers. Staff will look to put something together first quarter 2023.
 - c. Baker Tilly received 13 applications. Seven candidates submitted supplemental materials, and four are moving forward for interview by the hiring panel, which will include Nancy Regelin, Tameka Montgomery, Rob DiSpirito, Bill Tompkins, Suzanne Osborn, Cindy Rivard and Richelle Wilson.
 - d. Morgan Wortham will be moving to part time status not to exceed 10 hours per week to assist with SBA reporting and the transition. Her new employer has agreed to this arrangement. Her last full-time day is September 26th. She will be representing the MWBC at the AWBC conference this year, which is a grant requirement.
 - e. Upcoming events at the Bowie BIC are being scheduled: On October 13, they are hosting the Maryland Secretary of Small, Women, and Minority Business, and they are still working on a ribbon cutting with Senator Ben Cardin's office.
2. Board Business
 - a. Draft Agenda for September Board meeting. The Committee would like the Board meeting to be hybrid, and for staff to provide breakfast from Fresh Baguette to entice people to come in.
3. Other Business. The Committee discussed the items scheduled for Mayor and Council on September 19, 2022, which includes a closed session discussion regarding the REDI MOU where the City Attorney will be providing legal advice to Mayor and Council, as well as the amendment to the MOU that REDI requested so that funding for the incentive programs could be made in

full at the beginning of the fiscal year in accordance with prior practice. Staff is confirming if board appointments will also be on the agenda.

Next Meeting October 11, 2022, 4:30 p.m., Via Zoom.