



**ROCKVILLE ECONOMIC DEVELOPMENT, INC.
EXECUTIVE COMMITTEE
MINUTES**

April 11, 2023, 4:30 p.m.

Hybrid Meeting – REDI office and Webex

Committee Attendees: Susan Prince, Todd Pearson, Bridget Donnell Newton, Nancy Regelin

Staff: Cindy Rivarde, Danette Nguyen, Richelle Wilson

1. CEO

a. Update on Grants:

Ms. Nguyen reported that she had submitted grant applications to Prince George's County for FY23 (\$45,000); MCEDC for FY 23 (\$100,000); County Place Based Grant for FY24 (\$200,000); Minority Business Grant for FY24 (\$2 million with a 10% match requirement). She will be submitting applications for the Yield Giving Open Call (\$1 million unrestricted); State of Maryland Start Workforce Learning Grant (\$60,000 with a 25% match requirement); and the State of Maryland Operational Assistance Grant (\$50,000). Ms. Wilson submitted the County Placed Based Grant for Rock East (\$200,000) and will be submitting a request for the Small Business Impact Fund to MCEDC.

b. Visit Montgomery MOU Renewal. Ms. Rivarde noted that the current agreement expires at the end of June. She is working with Ms. Bosland and Ms. Prince to develop the scope of work to continue the partnership, which will include the ongoing hosting/editing/SEO support for the Explore Rockville website.

c. Restaurant week is planned for the first two weeks of June and will be called Global Bites. Staff is creating an electronic passport as well as a card option to be able to use coupons at participating restaurants. The restaurants will be able to redeem the coupons for a month afterwards. The program will kick off at Hometown Holidays.

d. Ms. Rivarde, Ms. Wilson and Bei Ma have made arrangements to go to the International Bio Convention in Boston the first week of June. Staff is coordinating with MCEDC to set up meetings, and Ms. Ma will focus on meeting international companies. Ms. Wilson is also setting up a meeting with the Massachusetts Economic Development agency. The Mayor noted that it would be worth touching base with Michael Bobbitt who moved to the Maryland Arts Council. She will provide contact information.

2. Board Business

a. Ms. Rivarde reported that they have made arrangements with Shulman Rogers for the retreat. It was suggested that staff look at other catering options. The Committee reviewed the proposed agenda. Ms. Prince requested that specific times be added to assist in staying on track. The Committee discussed the worksheet, and it was agreed that this was a useful tool for the Executive Committee if break out sessions get stuck, but that it will not be distributed to the Board.

3. Other Business

a. Ms. Rivarde mentioned that the Recast City report made suggestions about next steps for Rock East. Nothing was put in the budget for FY24 for the City request, so funding will depend on grant opportunities.

b. Mr. Pearson gave an update on the status and timing on the Twinbrook Quarter project.

Next Meeting May 9, 2022, 4:30 p.m., Hybrid/Zoom.