



**ROCKVILLE ECONOMIC DEVELOPMENT, INC.**

**EXECUTIVE COMMITTEE MINUTES**

June 10, 2025, 4:30 p.m.

Hybrid

**Committee Attendees:** Nancy Regelin, Bei Ma, Todd Pearson, Monique Ashton

**Absent:** Susan Prince

**Staff:** Cindy Rivarde, Ashley Kayembe (Devan Consulting), Karen Sippel

1. CEO Report.

a. General

- i. Strategic Plan Draft– Ms. Rivarde went over the draft plan. It will be presented to the Board at the June meeting, but not voted on until July, so that Board Members have time to review it.
- ii. Rockville Funding Agreement – The amendment incorporating the FY26 budget has been finalized and will be on consent for Mayor and Council on June 16<sup>th</sup>. There are no substantive changes – the Amendment just incorporates the Rockville funding awarded by Mayor and Council.
- iii. Record Keeping Requirements – Ms. Rivarde completed the three-part series of workshops with the State Archivist staff. It was suggested that another legal opinion be sought before undertaking the recordkeeping project.
- iv. By-laws – The Committee agreed to submit the proposed By-Law changes, which have been reviewed by REDI’s legal counsel, to the full Board. They will be provided at the June meeting but not voted on until July.
- v. Handbook Revisions – Ms. Kayembe went over the final proposed handbook revisions and summary. The Committee was pleased with the formatting, and moved them on to the full Board for vote.

b. Economic Development

- i. Bio– Ms. Rivarde and Ms. Wilson will be traveling to Boston for Bio June 15 – 19. They have registered as the Biotech Corridor – and will be rolling out the new branding. Ms. Ma noted she would be attending to support Connectpreneur. Justin Yang, Dan Mallon, and Jose Ochoa will be attending as well.
- ii. Business Survey – the last business survey was in 2021, so staff is working on putting together an RFP to do a new survey. It is anticipated this

effort will cost \$20-30,000. Staff will work to see if a portion can be funded in FY26, and the remainder in FY27.

c. MWBC

- i. Shop Local – The Bowie location opened, and had a great ribbon cutting with the Bowie Mayor and Council. The Middletown pop-up also opened, and the Frederick County Executive attended and was very pleased. Staff is working on the new cohort for Rockville.
- ii. Funding Status – The Mayor mentioned Senator Van Hollen’s office reached out to understand what is happening with SBA funding. Ms. Sippel will forward correspondence with Senator Alsobrooks’ office.

d. Marketing

- i. Bio – Branded items and brochures are ready for Bio. The landing page has launched.
- ii. Global Bites – the restaurant weeks are in process.

2. Board Business

- a. Draft BOD Agenda – the proposed By-Law changes and Strategic Plan will be presented to the Board for review. The Handbook changes will be presented for vote.
- b. Nominating Committee – Ms. Regelin noted that the Nominating Committee has met a couple of times, and that Tameka Montgomery and Vanessa Elharrar will be moved forward.

3. Other Business

- a. The Mayor noted that Young Artists of America is moving to Rockville, and they have Broadway quality training for youth. She also noted that EYA opened their new project in King Farm and that the streets have been named after prominent black educators.
- b. Ms. Rivarde and the Mayor met with Bob Buchannan to let him know about recent changes to the Town Center plan. He was very impressed. The Mayor is working on letting developers know about the changes to encourage them to do projects in Rockville.

**Next Meeting, July 8, 2025**