



**Rancho Cordova Travel and Tourism Corporation  
Board of Directors Meeting Minutes  
Wednesday, January 31, Noon – 1:30 PM  
Cordova Recreation and Parks District Office Boardroom  
11070 White Rock Road, Suite 130  
Rancho Cordova, CA 95670**

**RCTT Values: Kaizen Respect Integrity Alignment Innovation**

**Attendance:**

**Board Members Present:** Terry Park, Edana Chisler, Sarah Alvarado(zoom), Sundar Arumugam, Edana Chisler, Kristin Goble, Caitlin McNamee, Amanda Norton, Diann Rogers

**Board Members Absent:** None

**Advisory Board Members Present:**

Asst Chief Nick Gonsalves, Rancho Cordova Police Department  
General Manager Patrick Larkin, Cordova Recreation & Park District

**Advisory Board Members Absent:** None

**Others In Attendance:** Marc Sapoznik-CEO/President, Dawn Hall-VP of Operations, Kristen Achziger-Content Manager, Aubrey Hall-Marketing Coordinator, Maggie Thyken-Huss-Director of Sales(zoom), Leena Riggs-Director of Marketing(zoom), Lisa Leonti-Nottingham-Sales Coordinator(zoom), James Lynton-Extended Stay America, Michael Faust-Consultant

**Agenda:**

**I. Call to Order – Chair – Terry Park**

- Establish quorum: The meeting was started at 12:10 pm with all board members present.
- Comments by the Chair – Terry Park welcomed everyone and asked that everyone go around the room and introduce themselves. Terry was excited about the presentation that Michael Faust will give later in the meeting.

**II. Public Comment – Matters Not on the Agenda – Terry Park**

- Diann Rogers let everyone know that the BOEF is this coming Friday, and hopefully, you have a ticket as they are sold out. The tear-off maps are with the graphic artist and should be printed and sent to the hotels soon. Also the Chamber will be moving to a tiered membership. They are looking for anyone interested in joining a focus group on this topic. The timeline of completion is 18 months.

- Terry Park informed everyone that the Residence Inn is under new management. They have three other properties in the Sacramento area. WS management.
- Amanda Norton told everyone that the Economic Development Department will launch their new Strategic Plan. They will start the process in March/April, focusing on Job Growth, Who's coming to the area, Partnerships, and Incentives.
- Patrick Larkin informed everyone that the new Recreation Guide is being mailed out to residents. It is also available online. He also mentioned that the game Cricket will be coming soon to Rancho Cordova.
- Dawn Hall mentioned that everyone was given the new dog maps. They will be going out to hotels soon.
- Nick Gonsalves told everyone they would be hiring, and there is much interest in working here in Rancho Cordova.

### III. Matters Requiring Action or Notice – Terry Park

- Consent:
- Approval of November meeting minutes – **Action Item:** Diann Rogers motioned to accept the November Minutes with the attendance change. Caitlin McNamee was absent at that meeting.
- Approval of November/December financials  
**Action item:** Amanda Norton motioned to approve the November Financials. Kristin Goble seconded. Motion passes by all board members present.  
**Action Item:** Edana Chisler motioned to approve the December Financial. Caitlin McNamee seconded. Motion passes by all board members present.  
**Action Item:** Caitlin McNamee motioned to elect Edana Chisler as Secretary. Kristin Goble seconded. Motion passed by all board members present.  
Approval of Bylaws Change – **Action Item:** Diann Rogers motioned to have the by-laws amended to have up to 40% of the board can be non-hoteliers.  
Nomination of Patrick Larkin to Board – **Action Item:** Edana Chisler motioned to elect Patrick Larkin, General Manager of the Cordova Recreation and Park District as a board member. Kristin Goble seconded. Motion passed by all board members present.

### IV. Reports

- a) **Sales** – Report sent out 1/29/2024. No questions
- b) **Marketing** - Report sent out 1/29/2024. No questions
- VI. **General Discussion Items** – Marc Sapoznik let everyone know that he has been working with CH&LA, the City, and HDL on the aggressive audits being done by HDL. Marc has been able to get HDL to reverse misc. fees that should not have been part of the TBID Assessment. HDL will be revising its bills.
- VII. **Chairperson's Update – Terry Park** – Nothing further to report.
- VIII. **Director Updates – Open Forum**
- IX. **Property Updates** - Nothing to report.
- X. **New Business/Future Agenda Items** – Nothing to report.  
*(Items for future consideration may not be discussed until agendized)*
- XI. **Adjourn** – Adjourned meeting at 12:56 PM and went into closed session.

## **XII. Closed Session.**

All materials relating to an agenda item for an open session of a regular meeting of the Rancho Cordova Travel and Tourism Corporation (RCTTC) board of directors which are provided to a majority or all of the members of the Committee by Committee members, staff or the public within 72 hours of but prior to the meeting will be available for public inspection, on and after at the time of such distribution, in the office of the Rancho Cordova Travel and Tourism Corporation, 2729 Prospect Park Drive, Suite 117, Rancho Cordova, California, 95670, during normal business hours, except holidays.

**Public Comment:** In this time period, anyone may address the Rancho Cordova Travel and Tourism Corporation Board regarding any subject over which they have jurisdiction, but which is not on today's posted agenda. In order to provide all interested parties an opportunity to speak, time limitations shall be limited to three (3) minutes unless the Chairperson specifically authorizes more time. As required by Government Code, no action or discussion will be undertaken on any item raised during this comment period. Public comment on items listed on the agenda is taken when those items are addressed.

**Access:** In compliance with the Americans with Disabilities Act, if any person needs a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the Rancho Cordova Travel and Tourism Corporation Office at (916) 290-5166 at least 72 hours prior to the meeting

Minutes respectfully submitted by Dawn S Hall/VP of Operations