



# Corona del Mar Business Improvement District

Meeting Agenda - September 26, 2013 / 7:30am

Location: Corona del Mar Chamber of Commerce, 2855 E. Coast Hwy, Suite 101, Corona del Mar

## 1. CALL MEETING TO ORDER

## 2. ROLL CALL

## 3. PUBLIC COMMENTS ON AGENDA ITEMS

Public Comments are invited on agenda and non-agenda items generally considered to be within the subject matter jurisdiction of the Corona del Mar BID. Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The Corona del Mar BID has the discretion to extend or shorten the speakers' time limit on agenda or non-agenda items, provided the time limit adjustment is applied equally to all speakers. As a courtesy, please turn cell phone off or set them in the silent mode.

## 4. APPROVAL OF MINUTES

## 5. CURRENT BUSINESS

### A. BID Chairman Report Bernie Svalstad

### B. City Council Report Nancy Gardner/Ed Selich

- City Updates

### C. Administration & Financial BID Accountant / City Staff /Linda Leonhard

- Open Board Seat recommendations - Approval of new Board Member.
- BID Financial Reports.
- Status & schedule for proposed Ordinance for Council approval to waive penalties and interest on collections of delinquent past due assessments.

### D. City Requests for Proposals for BID Support and Services Update City Staff

- Administrative Support Services
- BID Holiday Décor RFP Results and approval of annual décor.
- Bid Landscape Maintenance RFP

### E. Revitalization Improvement Projects & Maintenance Items Advisory Board Reports

#### Task / Action Review

- |  |   |                                 |
|--|---|---------------------------------|
| • Gateway Improvements                                   | - | Bernie Svalstad                 |
| • Parking Project  | - | Jim Walker / Bernie Svalstad    |
| • Marguerite Project - Design Consultant Approval        |   | Ron Yeo                         |
| • Street Furniture Maintenance / Trash Can BID Approval- |   | Ron Yeo / Scott Laidlaw         |
| • Signal Arm Modifications                               | - | Bernie Svalstad                 |
| • Sidewalk Steam Cleaning - Enforcement Letter           |   | Scott Laidlaw                   |
| • Tree Wells   | - | Scott Laidlaw / Bernie Svalstad |
| • Plaza Upkeep   | - | Bernie Svalstad                 |
| • Landscaping  | - | Scott Laidlaw / Bernie Svalstad |
| • Pocket Park - Wade Roberts Memorial                    |   | Ed Selich / Other               |
| • Carnation Pipeline Project – Action Item               |   | Bernie Svalstad                 |
| • Other– Discussion                                      | - | Advisory Board                  |

### F. Marketing / Administration Report Linda Leonhard

- Website & Marketing Update

### G. CDM Chamber of Commerce Report Linda Leonhard

## 6. CDM BID ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEMS)

## 7. ADJOURNMENT

Corona del Mar BID is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Corona del Mar BID agenda be posted at least seventy-two (72) hours in advance of each regular meeting and that the public be allowed to comment on agenda items before the Corona del Mar BID and items not on the agenda but are within the subject matter jurisdiction of the Corona del Mar BID. The Corona del Mar BID may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

**Next BID Meeting: October 24, 2013**