



**City of Newport Beach Restaurant
Business Improvement District**

Board Meeting Minutes – May 25, 2016

**Newport Beach & Company
1600 Newport Center Drive, Suite 120
Newport Beach, CA 92660**

I. CALL MEETING TO ORDER

The meeting was called to order at 4:07 p.m.

II. ROLL CALL

Directors Present:

Joe Campbell	Ruby’s Diner
Sheri Drewry	Wilma’s Patio
Mario Marovic	Dory Deli & Malarky’s Irish Pub
Dan Miller	The Village Inn
Ronald Schwartz	Muldoon’s Irish Pub
Jim Walker	The Bungalow Restaurant

Quorum Achieved

Directors Absent:

Stephen Joyce	Newport Beach Tennis Club
Christopher Roman	CUCINA enoteca

BID Administrator Present:

Polly Peak	Newport Beach & Company
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City of Newport Beach Present:

Mary Locey	City of Newport Beach
Anthony Nguyen	City of Newport Beach

Guests Present:

Katy Dennis	Newport Beach & Company
Doug McClain	Newport Beach & Company
Jim Mosher	Resident
Steve Rosansky	Newport Beach Chamber of Commerce
Kimberly Tavares	Newport Beach Chamber of Commerce
Kiff Crandall	Robertson & Olsen

III. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

None.

IV. CURRENT BUSINESS

1. Approval of Minutes

President Walker requested a motion to approve the minutes from the May 4, 2016 special meeting.

Motion: Director Marovic moved to approve the May 4, 2016 meeting minutes.
Director Schwartz seconded the motion.

The motion carried by the following vote:

Ayes: Campbell, Drewry, Marovic, Miller, Schwartz and Walker

2. BID Financial Reports

Ms. Peak gave any overview of the BID Financial reports ending April 2016. Director Walker asked for clarification several items on the reports and the ending balance compared to the bank statement.

Motion: Director Campbell moved to accept and file the financial reports.
Director Drewry seconded the motion.

The motion carried by the following vote:

Ayes: Campbell, Drewry, Marovic, Miller, Schwartz and Walker

3. NBRA BID Accounting & Financial Reporting Services

President Walker recused himself from the room. Mary Locey, City Management Analyst/BID Liaison, reported that the City conducted a request for qualifications (RFQ) for providing the BID bookkeeping services. Presentations were made to the Board by Lesley Swain, Polly Peak and Doug McCain from Newport Beach & Company and Steve Rosansky and Kimberly Tavares with the Newport Beach Chamber of Commerce. The Board deliberated on the presentations and cost of services. The City requested to have the bookkeeping services for both BIDs (NBRA and the Corona del Mar BID) either outsourced or retained by the City. In light of the fact that the CdM BID would reviewing proposals on May 26, the NBRA BID made two alternate motions.

MOTION: Director Schwartz moved to recommend:

- A. The City continue to provide the bookkeeping services and request that the City Council provide the NBRA BID \$30,000 per year in funding; or
- B. Enter into a contract with Newport Beach & Company to provide the bookkeeping services, attempt to negotiate the cost for those services, and request the City Council provide the NBRA BID \$40,000 per year in funding.

Director Marovic seconded the motion.

The motion carried by the following roll call vote:

Ayes: Campbell, Drewry, Marovic, Miller and Schwartz

4. Presidents Report

President Walker and Ms. Locey reported on the following steps for the NBRA BID and Amendment process:

- June 14, 2016 – City Council will review the final public hearing to renew the NBRA BID.
- June 28, 2016 – NBRA will proceed with a Resolution of Intent to Amend the NBRA BID stakeholder structure and waive all past due fees.

President Walker thanked outgoing Directors Campbell and Drewry for their service on the NBRA Board of Directors.

5. Strategic Plan 2016 Update

President Walker reviewed the scope of work and timeline proposed by Destination Consultancy Group for strategic planning for NBRA BID.

President Walker requested a motion to recommend that the City enter into a contract with Destination Consultancy Group for strategic planning services.

Motion: Director Campbell moved to approve the recommendation to City Council.
Director Schwartz seconded the motion.

The motion carried by the following vote:

Ayes: Campbell, Drewry, Marovic, Miller, Schwartz and Walker

V. BOARD/COMMITTEE/COMMISSION ANNOUNCEMENTS OR MATTERS, WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEMS)

VIII. ADJOURNMENT

The meeting adjourned at 5:26 p.m.

The next board meeting will be Wednesday, July 27, 2016 at 9:30 a.m. at Newport Beach & Co.