



CITY OF NEWPORT BEACH NEWPORT BEACH RESTAURANT BUSINESS IMPROVEMENT DISTRICT SPECIAL MEETING AGENDA

1600 Newport Center Dr., Suite 120, Newport Beach 92660

Wednesday, April 5, 2017 - 9:30 AM

Newport Beach Restaurant Business Improvement District Members:

Ronald Schwartz, President
Christopher Roman, Vice President
Dan Miller, Treasurer
Jordan Otterbein, Secretary
John DeFrenza, Director
Mario Marovic, Director
Bruno Massuger, Director
Matt Meddock, Director
Catherine Pavlos, Director
Brendon Salisbury, Director
Jim Walker, Director

The Newport Beach Restaurant Business Improvement District meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Newport Beach Restaurant Business Improvement District 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 Business Improvement District and items not on the agenda but are within the subject matter jurisdiction of the Newport Beach Restaurant Business Improvement District. The Chair may limit public comments to a reasonable amount of time, generally three (3) minutes per person.

The City of Newport Beach's goal is to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, we will attempt to accommodate you in every reasonable manner. Please contact Mary Locey, Management Analyst, at least forty-eight (48) hours prior to the meeting to inform us of your particular needs and to determine if accommodation is feasible at (949) 644-3031 or mlocey@newportbeachca.gov.

NOTICE REGARDING PRESENTATIONS REQUIRING USE OF CITY EQUIPMENT

Any presentation requiring the use of the City of Newport Beach's equipment must be submitted to the City Manager's Office 24 hours prior to the scheduled meeting.

- I. **CALL MEETING TO ORDER**
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

Public comments are invited on non-agenda items generally considered to be within the subject matter jurisdiction of the Newport Beach Restaurant Association Business Improvement District (NBRA BID) Advisory Board of Directors. Speakers must limit comments to three minutes. Before speaking, we invite, but do not require, you to state your name for the record. The NBRA BID Advisory Board of Directors 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 phones off or set them in the silent mode.

IV. CURRENT BUSINESS

1. Approval of Minutes (Schwartz)

Summary: Review the draft meeting minutes from March 22, 2017.

Recommended Action: Board to approve the March 22, 2017 meeting minutes.

[Attachment - NBRA BID Draft March 22, 2017 Meeting Minutes](#)

2. Board of Directors Nominations (Peak)

Summary: Review applications (handout) and nominations for serving on the NBRA BID Board of Directors for fiscal year (FY) 2017-18.

Recommended Action: Board to recommend up to 11 nominees to serve on the FY 2017-18 NBRA BID Board of Directors for City Council for appointment.

3. Annual Report and Budget (Peak)

Summary: Board to review the proposed annual report and budget for FY 2017-18 (handout) and recommend the City Council approve the renewal of the BID.

Recommended Action: Board to recommend the NBRA BID's annual report and budget and the renewal of the BID for FY 2017-18 be submitted for consideration by the City Council.

4. Strategic Planning Session (Destination Consultancy Group)

Summary:

a) Review the NBRA BID's current mission and organizational goals.

b) Propose and discuss new priority initiatives.

c) Board to provide direction for an updated three-year strategic plan.

Recommended Action: None

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

VI. ADJOURNMENT



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

Annual Meeting Minutes – March 22, 2017

**Island Hotel
690 Newport Center Drive
Newport Beach, CA 92660**

I. CALL MEETING TO ORDER

The meeting was called to order at 8:37 a.m.

II. ROLL CALL

Directors Present:

Ronald Schwartz
Christopher Roman
Dan Miller
Jordan Otterbein
John DeFrenza
Mario Marovic
Bruno Massuger
Matt Meddock
Jim Walker

Muldoon’s Irish Pub
CUCINA enoteca
The Village Inn
A Restaurant & A Market
Crocker’s The Well Dressed Frank
Dory Deli, Malarky’s Irish Pub & Stag Bar + Kitchen
Back Bay Bistro
Sessions West Coast Deli
The Bungalow Restaurant

Quorum Achieved

Directors Absent:

Catherine Pavlos
Brendon Salisbury

Provenance
The Cannery Restaurant & El Cholo

BID Administrator Present:

Polly Peak

Newport Beach & Company

Guests Present:

Brad Avery
Jordan Marks
Doug McClain
Katy Dennis
Michelle St. Amour
Lesley Swain
Dave Martel
Phil Crowley
Randy Combs
Peter Russell
Gary Edkins
Raymond Rai
Anna Grieco
Eunjoo Pluenneke
Darren Granard
Chris Trela

City of Newport Beach
California State Board of Equalization
Newport Beach & Company
Newport Beach & Company
Newport Beach & Company
Newport Beach & Company
Newport Beach & Company
Bayside Restaurant
Modo Mio
Chronic Tacos
Pau Maui Vodka
Prudential Financial
Prudential Advisors
SDCR – Aloha
Balboa Lily’s
Roy’s
Newport Beach Independent

III. PUBLIC COMMENTS ON AGENDA AND NON-AGENDA ITEMS

- None

IV. CURRENT BUSINESS

1. Approval of Minutes

President Schwartz requested a motion to approve the minutes from the January 25, 2017, meeting.

- Director Walker noted that the minutes were incorrect and referenced President Walker, and should be amended to President Schwartz.

Motion: Director Otterbein moved to approve the January 25, 2017 minutes as amended.
Director Meddock seconded the motion.

The motion carried by the following vote:

Ayes: Schwartz, Roman, Otterbein, DeFrenza, Marovic, Massuger, Meddock & Walker
Director Absent for the Vote: Miller

2. BID Financial Reports

- Ms. Swain provided an overview of the BID Financial reports ending February 2017 that were prepared by Newport Beach & Co.
- The annual billing process has been completed, and 82.9% of assessments have been collected.
- Ms. Peak reviewed the internal collection process for past due assessments.
- Director Walker requested an update from The City as to how collections will be handled for past due accounts citywide.
- President Schwartz requested a final statement be sent out to all past due stakeholders.
- Director Otterbein requested a report of restaurants with the largest past due amounts be sent to Directors Otterbein and Marovic and President Schwartz.

President Schwartz requested a motion to approve the BID financial reports ending February 2017.

Motion: Director Walker moved to accept and file the financial reports.
Director Marovic seconded the motion.

The motion carried by the following vote:

Ayes: Schwartz, Roman, Otterbein, DeFrenza, Marovic, Massuger, Meddock & Walker
Director Absent for the Vote: Miller

3. President's Report

- President Schwartz introduced the NBRA Year in Review video.
- President Schwartz thanked Newport Beach & Co. for all the work they do on behalf to market and promote NBRA stakeholders.

- President Schwartz introduced Jordan Marks from the State Board of Equalization. Mr. Marks offered assistance to any restaurants experiencing an audit.
- President Schwartz reviewed the application process for the NBRA Board of Directors and the deadline to apply.
- President Schwartz thanked Mary Locey from the City for all her support of the NBRA.
- Ms. Peak reviewed details for the upcoming special meeting on April 5, 2017.

4. Marketing Report

- Ms. Dennis reviewed the marketing and promotional efforts for NBRA from the past year.
- Ms. Dennis provided a recap and results from Newport Beach Restaurant Week.
- Ms. Dennis reviewed details for the upcoming Spring campaign April-June.

5. Industry Update

- Ms. Peak provided information on upcoming industry and community events.
- Directors Walker and Marovic encouraged restaurant operators to attend the Newport Beach Police Appreciation Breakfast to support local law enforcement.
- Director Walker and Mr. Marks encouraged restaurant owners to attend the California Restaurant Association (CRA) Restaurant Day in Sacramento to meet with legislators and communicate to CRA.

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

- None

VIII. ADJOURNMENT

The meeting adjourned at 9:38 a.m.

The next meeting will be Wednesday, April 5, 2017, at 9:30 a.m. at Newport Beach & Co.