



# CITY OF NEWPORT BEACH NEWPORT BEACH RESTAURANT ASSOC. BUSINESS IMPROVEMENT DISTRICT AGENDA

Meeting will be held via Zoom. Please see Special Notice regarding COVID-19 for public comment information.

Wednesday, September 23, 2020 - 9:30 AM

## ***Newport Beach Restaurant Assoc. Business Improvement District Members:***

Juan Carlos Godinez, President  
Christopher Roman, Vice President  
Phil Crowley, Treasurer  
Thad Foret, Secretary  
Mark Bunim, Director  
Marin Howarth, Director  
Jordan Otterbein, Director  
Nicole Paskerian, Director  
Eunjoo Pluenneke, Director  
Talia Samuels, Director  
Vacant

## **Staff Members:**

**Melanie Franceschini, Administrative Analyst**

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### SPECIAL NOTICE REGARDING COVID-19:

Given the health risks associated with COVID-19, the City of Newport Beach has decided to proceed with this meeting via Zoom. As a member of the public, if you would like to participate in this meeting, you can participate via the following options:

1. You may submit your questions and comments in writing for the Newport Beach Restaurant Association Business Improvement District Board of Directors to consider. Please send them by email to Melanie Franceschini [mfranceschini@newportbeachca.gov](mailto:mfranceschini@newportbeachca.gov) by Tuesday, September 22, 2020, at 4:00 p.m. All emails will be made part of the record.
2. You may connect with a computer by joining through Zoom. Type in the link below into your browser to register for the meeting using a valid email address. You will receive a confirmation email allowing you to join the meeting: [https://zoom.us/webinar/register/WN\\_v\\_OOgqMMS2-qZJMHfKHSzQ](https://zoom.us/webinar/register/WN_v_OOgqMMS2-qZJMHfKHSzQ)
3. You may connect by Phone/Audio Only by calling: 1-669-900-9128. The meeting ID is 977 8129 4397#

The City remains committed to holding public meetings in a transparent manner, with public participation, ensuring City business continues in this challenging environment. The City of Newport Beach thanks you in advance for continuing to take precautions to prevent the spread of the COVID-19 virus.

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The Newport Beach Restaurant Association Business Improvement District meeting is subject to the Ralph M. Brown Act. Among other things, the Brown Act requires that the Newport Beach Restaurant Association 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 Association 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 Melanie Franceschini, Administrative 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) 644-3028 or [mfranceschini@newportbeachca.gov](mailto:mfranceschini@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 Board of Directors (NBRA BID Board). 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 NBRA BID Board has the discretion to extend or shorten the speakers' time limit on non-agenda items, provided the time limit adjustment is applied equally to all speakers.*

IV. **CURRENT BUSINESS**

1. **Approval of Minutes (Godinez)**

**Summary:** Board to review the draft minutes from the July 22, 2020 meeting.

**Recommended Action:** Board to approve the July 22, 2020 meeting minutes.

[Attachment - Draft July 22, 2020 Meeting Minutes](#)

2. **BID Financial Report (Crowley)**

**Summary:** Board to review the BID financials ending August 2020.

**Recommended Action:** Board to receive and file the BID financials ending August 2020.

[Attachment - Financial Packet](#)

3. **Nomination of the FY 2020-21 Advisory Board of Directors Seat Vacancy (Franceschini)**

**Summary:** Board to review applications and recommend one nominee for the City Council appointment to serve for FY 2020-21.

**Recommended Action:** Board to recommend one nominee for City Council appointment to serve for FY 2020-21.

[Attachment - Board Applications](#)

4. **President's Report (Godinez)**

**Summary:**

A). Board to consider rescheduling the date of the regular November 25, 2020 meeting to a special meeting on November 18, 2020.

B). Board to review and approve the draft letter to stakeholders regarding the BID billing in October and explaining the 25% discount on assessments.

C). Update on Restaurant Month.

**Recommended Action:**

A). Board to approve rescheduling the date of the regular November 25, 2020 meeting to a special meeting on November 18, 2020.

B). Board to approve the letter to stakeholders regarding the BID billing in October and explaining the 25% discount on assessments.

C). None.

[Attachment - Draft Letter to Stakeholders](#)

**5. 2021 Newport Beach Restaurant Week (McClain)**

**Summary:**

A). Board to review the proposed date of January 18, 2021 through January 31, 2021 for Restaurant Week.

B). Board to review the proposed date of January 14, 2021 for the Restaurant Week Media Event.

C). Board to review additional proposed details for Restaurant Week and the Media Event.

**Recommended Action:**

A). Board to approve the proposed date of January 18, 2021 through January 31, 2021 for Restaurant Week.

B). Board to approve the proposed date of January 14, 2021 for the Restaurant Week Media Event.

C). None.

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

**VI. ADJOURNMENT**

*Next Meeting: TBD*