

North Manhattan Beach Advisory Board Meeting Minutes

North Manhattan Beach Business Improvement District
City Hall, 1400 Highland Ave., Manhattan Beach, CA 90266
Wednesday, January 8, 2020, 6:00 P.M.

The Meeting was called to order at 6:01 P.M. by Gretchen Tiernan

1. Roll Call:

Gretchen Tiernan	BID Chairperson	- Present
Harry Ashikian	BID Vice Chairperson	- Present
Janice Davenport	BID Recording Secretary	- Present
Steve Delk	BID Board Member	- Present
Jason Goldwater	BID Board Member	- Present
Peter Kim	BID Board Member	- Present
Megan Richardson	BID Board Member	- Present

2. Public Comments –

JoAnn Garel, an artist, commented on murals.

3. Approval of Minutes from the December 4, 2019 North MB BID Meeting -

The North MB BID Board unanimously approved the minutes of the December 4, 2019 meeting.

4. Meeting Procedures and Decorum

S. Charelian went over the rules of Decorum and Public Hearings. The Public Hearing for the renewal of the North Manhattan Beach BID will be held on February 18, 2020.

5. Social Media/Website – Brandon Oates, Creative Kinfolk

The new website, www.northmb.net went "live" on December 10, 2019 and finalization is pending two revision; the authorized payments for social media through February 18, 2020; Creative Kinfolk will provide the account access for modification and maintenance to the BID Board for the website, Instagram, and twitter accounts; they will transfer the account holder information for the domain name and hosting to The City of Manhattan Beach in order for the BID to pay those fees directly going forward. A formal agreement which will include scope of work, metrics and defined elements of responsibility will be drafted and sent to the Board for review by the City's Legal team and allow for a vote to determine next steps for website and social media activity at the February meeting.

6. Tree Grates Installation and Replacement Cost of Trees – Ernest Area, CMB Arborist and Erik Zandvliet, CMB Traffic Engineer

The proposal is to replace 28 trees, the new grates are to be 3ftx3ft; members of the Board are divided between wanting new trees and the cost of new trees. Board voted to proceed with proposal (5 yea, 2 no).

7. Street Lighting Poles Lighting – Stephanie Katsouleas, Public Works Director

Stephanie informed the Board that since the street lights are not evenly situated the current plan will not work as this presents as the unevenness presents a problem. She suggested to wrap the trunks of the existing light poles with decorative solar light lines instead. Street lights and banner act to be added to the Activity Plan. Stephanie also informed the Board that the power washing is now done by a new contractor. The service will start in February. Advisory Board Member, Peter Kim, to follow up with Public Works Director for the power washing schedule.

8. **2019 Holiday Stroll Event** (Recap)
Gretchen suggested to hold the event at an earlier date in 2020; the event should be more community driven, discuss better ideas earlier in the year (right away try to block off Highland) more barriers; Advisory Board discussed street closure, getting more vendors and businesses to participate; possibly create a subcommittee. Reimbursements of costs to date were ratified and additional costs for this event were approved for payment. Submit receipts to Staff Liaison for reimbursement.
9. **2020 North MB BID Activity Plan (Tabled to February 5, 2020)**
Add Street Lights and Banners, Murals
10. **2020 North MB BID Budget (Tabled to February 5, 2020)**
11. **North MB BID By-laws (Tabled to February 5, 2020)**
12. **Open Call Agenda Items for February 2020 Meeting**
 - Create an active list of e-mail list of all North MB businesses
 - Public Art - Murals
 - Social Media/Website agreement and deliverables
 - Create a Website subcommittee
 - Create Holiday Stroll event subcommittee
13. **Adjournment:** at 7:50 p.m.; next meeting is on Wednesday, February 5, 2020, 6:00PM, Civic Center, Police/Fire Conference Room, 420 15th Street, Manhattan Beach, CA 90266.