

**North Manhattan Beach**  
**Advisory Board Meeting Minutes**  
North Manhattan Beach Business Improvement District  
Zoom Meeting  
Wednesday, March 10, 2021, 6:00 P.M.

The Meeting was called to order at 6:10 p.m. by Peter Kim

1. **Roll Call:**

Peter Kim	BID Chairperson	- Present
Janice Davenport	BID Vice Chairperson	- Present
Steve Delk	BID Recording Secretary	- Absent
Harry Ashikian	BID Board Member	- Present
Steve S. Charelian	CMB Finance Director	- Present
Suzanne Hadley	Mayor	- Present
Joe Franklin	City Council Member	- Present
Mark Leyman	Parks & Recreation Director	- Present
Shawn Igoe	Public Works Maintenance Manager	- Present
Ernest Area	Public Works Urban Forester	- Present
Helga Foushanes	Finance Executive Assistant	- Present

2. **Public Comments** – None

3. **Approval of Minutes from the February 10, 2021 North MB BID Meeting**

The North MB BID Board unanimously approved the minutes of the February 10, 2021, meeting.

4. **New BID Board Member Approval**

After an introduction by the candidates, the BID Board elected Roxanne Faire, Aesthetics on Highland and Tommy Torii, Manhattan Beach eBike Rentals, by unanimous vote, all in favor. The new BID Board members were ratified by the City Council liaison Mayor Hadley. The BID Work Plan, Intention to Collect Levy and Public Hearing staff reports, as well as the Civility Policy/Rules of Decorum were provided to the new board members.

5. **Tree Update and Watering Service**

- a. The Board voted on watering service until June 15, 2021, not to exceed \$15,000.00.
- b. Two trees missed from original plan will be assessed for future placement

6. **Public Arts Project – Surf Sculpture Donation**

- a. The BID approved up to \$1,200.00 consulting cost for the site visit.
- b. Estimated completion for installation is June 2021
- c. PW will provide cost estimate for the sculpture base installation at the April 14, 2021 meeting

7. **Social Media/Website/Branding Coordinator**

The BID Board voted on the following terms:

- a. The position is temporary and contractual
- b. Initial agreement 1 year from date of hire, not to exceed \$50,000 annually
- c. The starting salary is up to \$45,500 per year based on experience and up to 30 hours per week

8. **North MB BID Advisory Board interest in becoming an Association**

The Board agreed to stay as an Advisory Board at this time.

9. **Call for April 14, 2021 Meeting Agenda Items**

- Brown Act Training
- Update on surf sculpture site and estimated installation cost

**Adjournment:** the meeting was adjourned at 7:30 p.m. The next meeting is on Wednesday, April 14, 2021,