

**North Manhattan Beach**  
**Advisory Board Meeting Minutes**

North Manhattan Beach Business Improvement District  
Zoom Meeting  
Wednesday, August 10, 2022, 6:00 P.M.

The Meeting was called to order at 6:00 p.m. by Peter Kim

**1. Roll Call:**

Peter Kim	BID Chairperson	- Present
Janice Davenport	BID Vice Chairperson	- Present
Steve Delk	BID Recording Secretary	- Not Present
Harry Ashikian	BID Board Member	- Present
Roxanne Faire	BID Board Member	- Present
Tom Torii	BID Board Member	- Present
Lorenzo Pittera	BID Board Member	- Present
Libby Bretthauer	CMB Financial Serv. Manager	- Present
Helga Foushanes	Finance Executive Assistant	- Present

**2. Approval of Minutes from the July 13, 2022 North MB BID Meeting**

The North MB BID Board unanimously approved the minutes of the July 13, 2022 meeting.

**3. Public Comment – None**

**4. North MB BID Chairman Peter Kim Update**

The Chairman informed the Board that he will not be present at the September 14<sup>th</sup> meeting, and assigned Vice Chairperson to head the meeting; that a meeting took place with Public Works where allocation of City Council approved funds the beautification of downtown Manhattan Beach, as well as the North End was discussed. The North MB BID request is for electricity and light strings for the palm trees. The Chair informed the Board that the request to install a Jungle Gym at the park on 45<sup>th</sup> Street and the Strand will have to go through the County Supervisor. Athens informed the City that they are planning on doing the power washing at night, starting at 10p. The BID Chair reminded the Board to report residents that are occupying public parking spaces to Code Enforcement.

**5. Public Arts Project – Surf Sculpture**

The artist is putting the finishing touches on the sculpture. The goal to install the sculpture by November. There might be an additional cost for structural engineering; the Board Chair is talking to the owner of Ocean Café regarding electricity for the illumination of the sculpture; donations for the transportation of the sculpture from Redondo Beach to the designated location are still being negotiated. Other items pending include City permits and approval by the Parks and Recreation Commission and City Council.

**6. Wayfinding Business Directories**

Jill Lamkin, Executive Director for the Downtown Business & Professional Association (DMBBPA), was present at the meeting to discuss a new Wayfinding and Business Directory for both districts. The directory will be easy to update and will be maintained by the City. Jill suggested that both districts share the design expenses of \$10k per sign and additional engineering expenses. The North MB BID Advisory Board voted and approved design costs not to exceed \$10,000. Public Works will build the signs, and the total cost of \$16,500 will be split by the respective BID and the City. There will be an additional cost of \$5,000.00 for

each directory once completed. The NMBBID will vote on how many directories they want, and approve the cost at a future meeting. Jill will send the design agreement to the NMBBID Chairman for signature.

**7. Refurbishment of Entry Monument on Rosecrans – Discuss Design and Refurbishment Cost and Proposals**

Public Works is contemplating to replace the monument with a boulder that has a lit up Manhattan Beach display. The decision to place a real boulder versus an artificial boulder has not been made yet. The monument replacement will be paid out of the City's beautification budget.

**8. 2022 Holiday Stroll**

The City is finalizing the required permits for the event.

**9. Update on Website/Social Media Coordinator**

Jordan Sands has signed the agreement and will officially start on Monday, August 15<sup>th</sup>.

**10. Update on Executive Coordinator Recruitment**

The candidate for the position will be interviewed on Tuesday, August 16<sup>th</sup>, at which time the Board will vote. She is currently working for the Manhattan Beach Chamber of Commerce and will continue to support the Chamber, as well as the North MB BID Advisory Board. If hired, her agreement will commence December 31, 2022.

**11. Call for September 14, 2022 Meeting and Future Agenda Items**

Discuss removal of North MB BID Advisory Board member due to non-attendance.

**Adjournment:** The meeting was adjourned at 7:04 p.m. The next meeting is scheduled on September 14, 2022.