



**DOWNTOWN
LONG BEACH
ALLIANCE**

**Governance
Committee**

Debra Fixen – Chair

Alan Pullman

Allison Kripp

Griselda Suarez

Jeremy Harris

Staff

Broc Coward, COO

Kelsey Mader,
Executive Assistant

GOVERNANCE COMMITTEE SPECIAL MEETING MINUTES

Wednesday, April 6, 2022

8:00 AM

This meeting is being held via Zoom teleconferencing pursuant to Assembly Bill 361.

[Join Zoom Meeting](#)

Meeting ID: 859 7686 7133

Passcode: 663341

1. CALL TO ORDER and INTRODUCTIONS – Debra Fixen, Chair
[Meeting presentation](#). Called to order at 8:03 AM.
2. APPROVE MINUTES
ACTION: Approve Minutes from [February 23, 2022 Meeting](#)
MOTION: 1st: Pullman; 2nd: Suarez.
VOTE: None opposed. No abstentions. Motion passes.
3. CHAIRPERSON'S REPORT – Fixen
 - A. [Board & Committee Vacancies](#)
 - i. 2021-22 Board
 - (a) PBID Standard (1)
 - (b) Advisory (2)
 - New Board applications have been steadily coming in, but interviews have yet to be scheduled. Interviews will all take place during the regularly scheduled period in May which aligns with the Board Election process. Current Board vacancies will be filled at the beginning of the new fiscal year.
 - Suarez asked who the applicants are. Mader noted Jane Gould, Nathan Laskar, and Shane Young are the new applicants. These applications will be reviewed in the next Governance Committee meeting.
 - ii. 2021-22 Committees
 - (a) Special Events (1)
 - (b) Public Safety (1)
 - One additional vacancy exists on Marketing & Communications. Staff was notified earlier this week.
 - B. Board Interest [Outreach](#) Updates
 - The Committee will finalize outreach before the next meeting in April.
 - C. Review of DLBA [Bylaws](#) & [Election Procedures](#)
 - i. Revision to [Bylaw Section 8.5](#)
 - DLBA staff reviewed the Bylaws and found three changes to bring to the Committee's attention for action.
 - This amendment is being recommended to clarify a redundancy where a City representative is listed twice. This amendment eliminates the second reference to the City representative, preserving the 21-voting member Board.

ACTION: Review to approve or revise recommendations to amend Bylaw Section 8.5 and send to Board of Directors for two-thirds approval.

MOTION: 1st: Fixen; 2nd: Suarez.

VOTE: None opposed. No abstentions. Motion passes.

ii. Revision to [Bylaw Section 8.6](#)

- Coward explained that this amendment is being proposed to allow for virtual meetings to continue when necessary while complying with local ordinances.

ACTION: Review to approve or revise recommendations to amend Bylaw Section 8.6 and send to Board of Directors for two-thirds approval.

MOTION: 1st: Fixen; 2nd: Suarez.

VOTE: None opposed. No abstentions. Motion passes.

iii. Revision to [Bylaw Section 8.5](#)

- The Committee reviewed the three options presented to address the resident representation on the Board after the recent redistricting. Currently there is a residential representative from each Council District, however, now that nearly the entire Downtown falls within Council District I's borders, the Committee is looking at a more accurate representation.
- Options include preserving the previous Council District lines under new name (Area A and Area B), density-specific borders, and an option that considers the Downtown Parking Improvement Area (DPIA), Property-Based Improvement District (PBID) Premium, and PBID Standard borders.
- The Committee reviewed maps to help illustrate where the residential representatives will come from for each option.
- Fixen brought up the concern of not representing certain neighborhoods. Coward reminded the Committee that these neighborhoods are represented by DPIA seats on the Board.
- Coward and Pullman clarified that this group is simply making a recommendation to the Board. The Board is the body ultimately tasked with approving.

ACTION: Recommend Option B (population density) to amend Bylaw Section 8.5 and send to Board of Directors for two-thirds approval with a presentation on socioeconomic/demographic information to help inform the Board on its vote.

MOTION: 1st: Pullman; 2nd: Fixen.

VOTE: None opposed. No abstentions. Motion passes.

4. STAFF REPORT – Broc Coward, COO

A. Review of Board Election Timeline – Kelsey Mader

i. Interview Dates

- Mader reviewed possible dates to hold Board interviews. In past years these interviews took place over two full working days, however, this year it appears only one or two half days will be needed.
- Mader reminded the Committee of how the Board election timeline overlaps with the PBID, noting that some election dates have been shifted to alleviate mailings received by stakeholders.

B. Misc.

5. OLD BUSINESS

6. NEW BUSINESS

7. PUBLIC COMMENT (three minutes on all non-agenda items)

8. ADJOURNMENT

Adjourned at 8:56 AM.

NEXT GOVERNANCE COMMITTEE MEETING:

Wednesday, April 27, 2022

Location: Zoom

Mission: Cultivate, preserve, and promote a healthy, safe, and prosperous Downtown

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