



**DOWNTOWN  
LONG BEACH  
ALLIANCE**

## GOVERNANCE COMMITTEE MEETING MINUTES

**Thursday, July 18, 2019  
10:00 AM  
DLBA Conference Room  
100 W. Broadway, Ste. 120 Long Beach, CA 90802**

**Voting Present:** Silvano Merlo, Toliver Morris, Debra Johnson, Jeremy Harris

**Voting Absent:** Ryan Altoon, Griselda Suarez

**DLBA Staff:** Kraig Kojian, Austin Metoyer, Cherisse Evans

1. CALL TO ORDER and INTRODUCTIONS – Silvano Merlo, Chairperson  
Meeting called to order at 10:04 am

2. APPROVE MINUTES

**ACTION: Approve Minutes from [May 28, 2019](#) Governance Committee Meeting**

**1<sup>st</sup>: Harris 2<sup>nd</sup>: Johnson. None opposed, no abstentions. Motions carries.**

3. CHAIRPERSON’S REPORT – Merlo

A. Tally Slate Votes

Merlo was handed a sealed envelope, which he opened and subsequently read the slate votes individually. Cherisse Evans recorded the votes in an excel spreadsheet to determine the assessed (weighted) value of the votes. The votes were in favor of the PBID slate passed by a large margin – see breakdown below.

PBID slates sent	3,022
Assessment value of slates sent (excluding the City of Long Beach and RDA)	\$2,088,629.80
Undeliverable	106
Assessment value of undeliverable slates	\$69,943.96
Void	0
Assessment value of voided slates	\$0
<b>Valid slates returned</b>	<b>88</b>
<b>Assessment value of valid slates returned</b>	<b>\$190,908.94</b>
<b>Return rate based on % of tallied slates (by number of slates)</b>	<b>2.91%</b>
<b>Return rate based on % of tallied slates (by assessment value of slates)</b>	<b>9.14%</b>
Number of slates in favor	74
<b>Assessment value of slates in favor</b>	<b>\$179,703.58*</b>
Number of slates opposed	14
Assessment value of slates opposed	\$11,205.36

\*Please note that PBID slates are calculated according to assessment weight.

Metoyer commented that each year we receive a higher percentage of submitted ballots, but that the assessment value was lower this year. From this, it would appear that there were more residential property owners voting and fewer commercial property owners this year compared to last.

Merlo was handed a second sealed envelop and read the results of the DPIA slate. The results were as follows:

DPIA slates sent	1,499
Undeliverable	157
Void	0
<b>Valid slates returned</b>	<b>42</b>
<b>Return rate, based on % of tallied slates (42)</b>	<b>2.8%</b>

<b>DPIA slates in favor</b>	<b>42*</b>
DPIA slates opposed	0

\*Please note that DPIA slates are valued based on one vote per business.

- B. Select Programming Committee chairs – TABLED: A special meeting will be held at which time the committee will select individuals to recommend to the Executive Committee to serve as Chair and Vice-Chair of each Programming Committee.

4. STAFF REPORT – Kraig Kojian, President & CEO

A. Discuss year-round Board application process

- DLBA will continue soliciting members of the community to serve on the Board year-round excluding the months involved in the election process. Those interested in applying are encouraged to attend a Board or committee meeting committee where a Governance Committee member and DLBA staff will make an introduction. Reviewing Board applications will be a regular item on the Governance Committee’s monthly agenda. Morris suggested using the beginning of the fiscal year (October 1) as the time to re-open the application process so it aligns with the new Board and new Governance Committee.
- Ideas for increasing stakeholder awareness and interest: Johnson suggested holding an open house event in the Spring where interested individuals can come learn more about DLBA and meet Board members, committee members and staff. Morris suggested closer to the election holding a stakeholder event to encouraging voting by making it required to enter.

B. Discuss composition of Programming and Executive Committees

- The Governance Committee will hold a special meeting next week to review the names being recommended to the Executive Committee to serve as Programming Committee Chairs and Vice-Chairs. We have sent email correspondence to all existing Board Members, new Board Members and current Committee Members to gauge their interest in specific committees. All Board members are expected to serve on one committee. DLBA staff is currently reviewing interest from their committees.

- The process of recruiting Executive Committee Members for the upcoming year will begin soon. Once the Board ratifies the new slate, all Board members will receive an email outlining the process and asking for nominations and/or self-nominations. The Executive Committee will be elected at the Annual Board meeting. If there are more names up for election, there will be a vote. If the exact number of candidates needed are named, then it will be a vote by acclamation.

5. OLD BUSINESS
  6. NEW BUSINESS
  7. PUBLIC COMMENTS (three minutes on all non-agenda items)
  8. ADJOURNMENT
- Meeting adjourned at 10:35 AM.

**NEXT SCHEDULED GOVERNANCE COMMITTEE MEETING:  
Special Meeting TBD  
DLBA Conference Room  
100 W. Broadway, Ste. 120 Long Beach, CA 90802**

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

All meetings held by the Downtown Long Beach Alliance shall be conducted in compliance with the Brown Act, California Government Code Section 54950 et seq., and its requirement that public commissions, boards, councils, and public agencies conduct business openly.

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