



A G E N D A

REGULAR MEETING OF THE SUISUN CITY HISTORIC WATERFRONT BUSINESS IMPROVEMENT DISTRICT BOARD OF DIRECTORS

MONDAY, SEPTEMBER 18, 2023

5:00 PM

701 Civic Center Blvd, City of Suisun City, CA 94585

NOTICE

Pursuant to Government Code Section 54953(b) the following Suisun City Historic Waterfront Business Improvement District Board of Directors meeting includes teleconference participation by:

- Board Member John Harter, Waterfront Comics, 609 Main Street, Suisun City, CA 94585
- Board Member Megan Smith, Ironwood American Bistro, 203 Main Street, Suisun City, CA 94585
- Board Member Elaine Byers, Edward Jones, 153 Valencia Drive, Fairfield, CA 94533

MEETINGS ARE HELD IN-PERSON - PUBLIC PARTICIPATION IS ALSO AVAILABLE VIA ZOOM

Remote Public Comment is available by emailing clerk@suisun.com (prior to 4:00 pm) or via website or zoom

ZOOM MEETING INFORMATION:

WEBSITE: <https://zoom.us/join>

WEBINAR ID: 816 2478 0180

CALL IN PHONE NUMBER: (707) 438-1720

(If attending the meeting via phone press *9 to raise your hand and *6 to unmute/mute for public comment.)

1. Call Meeting to Order

2. Introductions

- i. City Representatives, City of Suisun City
- ii. Business Representatives
- iii. Guests

- 3. Public Comment**
- 4. Board Comments**
- 5. Resignation of Shelly Kontogiannis from Board of Directors**
- 6. Appointment of Charmaine Gandy, The Vault Event Center to Board of Directors**
- 7. Appointment of Debra Newsome, Craft & Cork to the Board of Directors**
- 8. Approval of Minutes**
 - A. Approval of Minutes of August 21, 2023 Meeting
- 9. Financial Reports - Tabled**
- 10. Old Business**
 - A. General meeting/town hall – rescheduled
 - B. Newsletter
 - C. Update on Art, Wine & Music; member event – Richardson/Cole-Rowe; Gandy
 - D. Elections
 - E. By Law updates
 - F. Joint Council/BID meeting – rescheduled
- 11. New Business**
- 12. Next BID Meeting:** Monday, October 16, 2023 - 5:00 PM
On the horizon (future meetings)
 - Meet with Public Works Director and City Manager

Monday, August 21, 2023 5 pm

Suisun City Historic Business Improvement District Minutes

Suisun City Chambers/Virtual Zoom (Hybrid Meeting)

Board members Present: Laura Cole-Rowe, John Harter, Megan Smith

City Staff: Janet Hull

Public: Tamuri Richardson

Laura welcomed everyone to the BID Meeting.

Laura is working on the current Newsletter and that is a work in progress. Currently there is work going on with Downtown, Chris was unclear of the nature of the project.

Tamuri was asked to write the minutes.

Financials – Laura gave the Financial Breakdown for the BID, John moved to approve it and Megan 2nd the approval. Motion carried

New Business

Laura is working on the Townhall, due to scheduling conflicts it had been difficult to schedule, we are planning for the Townhall the 3rd week of September, via Hybrid system. We will be extending an invitation to SBDC-Jennifer House, Police Chief – Aaron Roth

Art, Wine and Live Music Festival – Tamuri reported that we have close to 100 vendors, she is currently closing up the loop on the vendor list, but is giving access to the vendors that have worked with Brenda so no one feels disenfranchised. There is reported to be about 15-30 Food vendors, so that the lines will not be too long. Tamuri has secured the Beer for the Beverage Booth for the event, also she has secured 5 sponsors, the sponsors will be issued the w9 and Non-Profit letter.

Elaine will be on vacation Sept 28th – Oct 14th, she will not be able to be in attendance for the Oct 7th event.

Laura and Tamuri will work on a post for volunteers for the Beer Garden and the wording, as not to select the wrong type of volunteers, and Laura will reach out to the City Council members to ask them to volunteer to be pourers for the Oct 7th Festival.

Mayor Hernandez and Laura Cole-Rowe have together created a date where the BID and City Council can have a collective meeting to have better communication on how to work together and what the BID does Downtown and the necessary rules. The date has been set for Tues, Sept 12th at 6:30pm via Hybrid, Laura has asked the Board to please be in attendance in person or zoom.

Laura and John will set a date to go over the Bylaws and make edits and suggested Changes.

Laura asked Chris if he could supply the BID with a current list of assessments and those that are in violations.

BID Elections – Laura will be getting ready for the Elections to add to the Board.

Laura wants to also add to future town halls Public Works and the City Manager, Greg Folsom.

Meeting Adjourned 5:40pm