



## AGENDA

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

Thursday, June 18, 2020

5:00 P.M.

Suisun City Council Chambers  
701 Civic Center Blvd.  
Suisun City, CA

#### NOTICE

*Pursuant to Government Code Section 54953, Subdivision (b), and Executive Order released on March 12, 2020, the following Suisun City Historic Waterfront Business Improvement District Meeting includes participation by teleconference. The public may attend the meeting via the Application, Zoom.*

*DUE TO CORONAVIRUS COVID-19 RESIDENTS MAY ATTEND  
THE HISTORIC WATERFRONT BUSINESS IMPROVEMENT DISTRICT MEETING  
VIA THE APPLICATION, ZOOM*

#### **ZOOM MEETING INFORMATION:**

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

**MEETING ID:** 859 1932 1928

**CALL IN PHONE NUMBER:** (707) 438-1720

*REMOTE PUBLIC COMMENT IS AVAILABLE FOR THE MEETING  
BY EMAILING [CLERK@SUISUN.COM](mailto:CLERK@SUISUN.COM) (PRIOR TO 4pm) OR  
VIA WEBSITE OR PHONE APPLICATION, ZOOM*

Name	Position	Present	Absent	Excused
Mike Hudson	President			
Megan Smith	Treasurer			
Open	Vice President			
Open	Secretary			
Shelly Kontogiannis	Board Member			
Linda Butcher	Board Member			
Open	Board Member			
Open	Board Member			
Open	Board Member			
James Berg	Past President			
Gabriela Satmarean	Administrator			

**1. Call Meeting to Order** **5:00 pm**

**2. Introductions**

- i. Greg Folsom, City Manager for Suisun City
- ii. Business representatives
- iii. Nominating Committee
- iv. Guests

**3. Public Comment** **5:05 pm**

**4. New Business** **5:05 pm**

- a. Approval of May 14, 2020 Minutes.

**5. Board of Directors Election Results**

- a. Tally of votes
- b. Ratify Election Results
- c. Election of Officers

**6. Discussion**

- a. Trash in Old Town
- b. 4th of July
- c. Bylaws

**7. Reopening Downtown Businesses – Report**

- a. Pop up / flash mob concerts single musicians / small ensembles
- b. No advertising – no crowds
- c. Social distancing

**8. Economic Pandemic Impact Citizens Advisory Committee Update**

**9. Items for Next Meeting**

**10. Meeting Schedule**

- a. July 16<sup>th</sup> 2020 – 5:00 PM – Suisun City Hall / Zoom



## MINUTES

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

Thursday, May 14, 2020

5:00 P.M.

Suisun City Council Chambers

701 Civic Center Blvd.

Suisun City, CA

Name	Position	Present	Absent	Excused
Mike Hudson	President	X		
Megan Smith	Treasurer	X		
Open	Vice President			
Open	Secretary			
Shelly Kontogiannis	Board Member	X		
Linda Butcher	Board Member	X		
Matt DeTorres	Board Member			X
James Berg	Past President	X		
Gabriela Satmarean	Administrator	X		
Matt Zen Hunter	Wiseman Business Rep	X		
Garry Rowe		X		
Steve Lesser	Lessler Group	X		
Shannon Hucker	S&H Mechanical	X		
Magda Nathan-Funk	TIZA	X		
John Kearns	Suisun City	X		
Stephanie Knight	SK Creative Arts	X		
John Harter	Waterfront Comic books store	X		
Greg Folsom	City Manager	X		
Laura Cole-Rowe	Lauracolerowe Consulting	X		

#### 1. Old Business

5:00 pm

a. Meeting Called to Order

5:05 pm

b. Introductions

i. Greg Folsom, City Manager for Suisun City

ii. Business representatives

iii. Nominating Committee

c. Discussion

- Kalil Macklin nominated for board member by Ken

- Stephanie seconds that

- Greg F – nominated BID members for board:

Megan

Shelly

Mike

Stephanie

**Laura** → must have diversity and nominate by zone

**Mike** → suggest to vote for 3 members for now

**Greg** → suggest to fill up the openings – Salina, Holi and Toni resigned

**Zen Hunter** → introduced himself - represents Wiseman – not on board

**Mike H** → one vote per business?

**Greg F** → confirms – affirmative

**Steve Lessler** → If nominations go by district, he is withdrawing his name in favor of Laura

**Greg F** → Should/Shall clarification on bylaws

**Laura** → can the board have 8 people?

**Greg** → I am shooting for that, but first will check to see if 8 people can be on the board

**Mike H** → we need about 5 people – reduced the board to 5 as Matt did not attend and Shelly left

**Stephanie** → bylaws say 9 people can be on the board. We need 9 people on the board and they can resign at the later time if they do not want to be part of it

**Megan** → get 9 and then reduce the board to 5

\*\*\* conversation takes a turn to bringing up the past between Stephanie who is asking for the past meetings minutes, and Mike who clarifies what is available and what not.

\*\*\* Laura, which was a paid position in the BID, mentioned that while she employed, she kept track of the BID minutes - still has them

## **2. Board Directors Election**

- a. Accept Nominations from the Nominating Committee
- b. Schedule the election for June Meeting
- c. Nominees will be listed by zones
- d. Ballots to be returned 5 days prior
- e. Comments

**Mike H** → received nominations – request ballots back

**Greg F** → wants to make sure we comply with the bylaws , brown act – 72 hours in advance

- get the ballots 6/9

- go to PO Box

- suggest that the ballots to be sent to the city clerk mail

**Mike H** → bylaws call for mail

**Stephanie** → can we loosen the brown act and go digital?

**Laura** → ballots must match up to avoid fraud

**Stephanie** → agrees with city council votes to avoid issues

**Mike H** → why do you say we have issues?

Mail the ballots to meet the bylaws regulation

We can change the rules down the road. Let's keep integrity

**Stephanie** → clarification on issues- meant that BID was in danger of being shut down

**Shelly** → I respect Stephanie, but let's move on, holes have been filled, let's get it

done

**Shelly and Stephanie** -> no problem sending the ballots to the city council by mail

**Laura** -> let's make it easy for people to vote

**Mike H** -> agree, we will make it easy

**John** -> offered to hand deliver the ballots to make sure people get them

**Laura** -> suggest to add a bright sticker to attract attention

**Mike H** -> agree, but also agree with John on personal delivery method

**Magda** -> yes to move forward, ballots to be sent out right away, but revisit the digital voting options in the future

**Greg F** -> confirming the nominees

John

Laura

Parvaneh Tavakol

Magda

Kalil

Shelly

f.

### **3. Reopening Downtown Businesses**

#### **a. Comments**

**Mike H** -> When will restaurants be allowed to open?

**Greg F** -> No idea

**Mike H** -> presented the list of suggestions for reopening the city

- Facebook marketing

- Asking for board approval

- Diversity of locations for flash mob concerts – made it affordable – will create buzz – draw attention

**Magda** -> what time?

**Mike H** -> Friday 4-5-6 or 5-6-7 PM

**Magda** -> please send the schedule out so I can open the store during that time

**Mike H** -> word of mouth, Facebook used for promoting these events. Have them 2-3 weekends in the row when we open up

**Laura** -> good idea. How do we measure the rate of success?

**Mike H** -> would like to help the restaurant business, no plan on looking at metrics

**Laura** -> how can we insure safety?

**Magda** -> this is a buzz to let people we are open

**Laura** -> no advertisement?

**Magda** -> Facebook works

**Shelly** -> agree with making the city not looking like a ghost town- \$1200 is a small investment

\*\*\* Suggestions about how to do it voiced by PT, Stephanie, but concerns rose about the social distancing voiced by Magda and Megan. Original idea remained in place

a. Popup / flash mob concerts?

b. No advertising – no crowds

c. Facebook live

d. Social distancing

e. Voted to Not to Exceed \$1,200

### **4. Meeting Schedule**

a. June 18<sup>th</sup> 2020 – 5:00 PM – Suisun City Hall

b. Adjourned 6:21

**6:21 pm**

## **Public Comments**

**Shannon H** -> Gates unlocked/holes in the fence/multiple fires in the fields by the train tracks – concerned about fire hazard in the hot season

**Greg F** -> not city property – private owners had been notified – 30 days notice provided to clean out the weeds. Homeless occupied area- social services were notified and expected to take action

**Shannon H** -> property in question is listed as open space

- Multiple attempts to contact “owners” with no success

**Laura** -> grants available to reopen businesses. EDA conversation and brought to Greg’s attention – asking eligibility for grants to help open Suisun city

**Mike H** -> Not aware of any program, beside SBA – application was submitted and denied. Will be looking in Laura’s suggestions as soon as Laura emails the information to Mike

**Laura** -> shared screen – presented EDA financial availability/ CARE act/economic recovery – import for 80+ business

**James B** -> voicing concerns about the financial aid Laura presented – as if money accepted, Suisun City might be at the mercy of the government in an eventual round two Covid-19 shut down and not have the possibility to make a decision on how to run our business

**Megan** -> expressed the need to stand up in order to be able to make decisions on how we run our business

**Mike H** ->asked Greg F about the mixed messages on opening restaurants

**Greg F** – >clarified the fact that Solano county obeys state rules- Vallejo having recent deaths, Solano is not permitted to move to phase 2, however a request was submitted considering that the deaths occurred at the nursing home, contained in one place. As of now 18 counties are opening businesses.

Stephanie- >what are the implications if restaurants open without approval?

**Greg F**-> ABC will remove liquor license

**Mike H** – >Trash pick-up services

**Greg F** -> suggest putting it in the agenda for next meeting