



# CITY OF NEWPORT BEACH TOURISM BUSINESS IMPROVEMENT DISTRICT AGENDA

Meeting will be held via Zoom. Please see Special Notice regarding COVID-19 for public comment information.

Thursday, June 24, 2021 - 2:00 PM

***Tourism Business Improvement District Members:***

Debbie Snavelly, Chairman, Newport Beach Marriott Hotel & Spa  
Marina Dutton, Balboa Bay Resort  
Gerard Widder, Fashion Island Hotel Newport Beach  
Wasim Kazi, Hyatt Regency John Wayne Airport  
Erin Henry, Hyatt Regency Newport Beach  
Andres Brose, Lido House Hotel  
Charles Cho, Newport Beach Marriott Bayview  
Michael Gelfand, Newport Dunes Resort & Marina  
Gregg Herning, Renaissance Hotel Newport Beach

**Staff Members:**

Gary Sherwin, President/CEO, Newport Beach & Company/Visit Newport Beach, Inc.  
Doug McClain, Senior Vice President & Chief Marketing Officer, Newport Beach & Company  
Michelle Donahue, Senior Vice President of Sales, Visit Newport Beach, Inc.  
Lily Pearson, Vice President of Finance, Newport Beach & Company  
Jennifer Brannon, Recording Secretary, Newport Beach & Company

**SPECIAL NOTICE REGARDING COVID-19:**

Given the health risks associated with COVID-19, the City of Newport Beach has decided to proceed with this meeting via Zoom. As a member of the public, if you would like to participate in this meeting, you can participate via the following options:

1. You may submit your questions and comments in writing for the Tourism Business Improvement District Board of Directors to consider. Please send them by email to Melanie Franceschini [mfranceschini@newportbeachca.gov](mailto:mfranceschini@newportbeachca.gov) by Wednesday, June 23, 2021, at 4:30 p.m. All emails will be made part of the record.
2. You may connect with a computer by joining through Zoom. Type in the link below into your browser to register for the meeting using a valid email address. You will receive a confirmation email allowing you to join the meeting: [https://zoom.us/webinar/register/WN\\_x0dfdAW0RBasC-oxYDf2Fg](https://zoom.us/webinar/register/WN_x0dfdAW0RBasC-oxYDf2Fg)
3. You may connect by Phone/Audio Only by calling: 1-669-900-9128. The meeting ID is 921 2933 4380#

The City remains committed to holding public meetings in a transparent manner, with public participation, ensuring City business continues in this challenging environment. The City of Newport Beach thanks you in advance for continuing to take precautions to prevent the spread of the COVID-19 virus.

- I. **CALL MEETING TO ORDER**
- II. **ROLL CALL**
- III. **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

*Public comments are invited on non-agenda items generally considered to be within the subject matter jurisdiction of the Tourism Business Improvement District Board of Directors (TBID Board). Speakers must limit comments to three (3) minutes. Before speaking, we invite, but do not require, you to state your name for the record. The TBID Board has the discretion to extend or shorten the speakers' time limit on non-agenda items, provided the time limit adjustment is applied equally to all speakers.*

**IV. CURRENT BUSINESS**

**1. Approval of Minutes**

**Summary:** Board to review draft January 21, 2021 meeting minutes.

**Recommended Action:** Board to approve the January 21, 2021 meeting minutes.

[Attachment - Draft January 21, 2021 Meeting Minutes](#)

**2. Current Business**

**Summary:**

- A. FY21 May 2021 Financial Reports - Lily Pearson
- B. Current Business Situation - Michelle Donahue
- C. FY22 Sales Direction and Strategies - Michelle Donahue
- D. FY22 Proposed Budget Review - Lily Pearson
- E. Proposed Room Night Goal - Michelle Donahue
- F. Annual Report - Michelle Donahue
- G. Summer Leisure Travel Recovery Plan Campaign - Doug McClain

**Recommended Action:**

- A. Board to receive and file May 2021 TBID Financial Reports.
- B. None.
- C. None.
- D. Board to approve FY22 Budget.
- E. Board to approve Room Night Goal.
- F. Board to approve Annual Report.
- G. None.

[Attachments - FY 2020-21 Financial Packet](#)

[FY 2021-22 Proposed Budget](#)

[TBID Annual Report](#)

**V. BOARD ANNOUNCEMENTS OR MATTERS WHICH MEMBERS WOULD LIKE PLACED ON A FUTURE AGENDA FOR DISCUSSION, ACTION OR REPORT (NON-DISCUSSION ITEM)**

**VI. ADJOURNMENT**