

Downtown Morgan Hill Improvement District

Board of Directors Meeting

Thursday, February 16, 2023

11:00 a.m.

In-Person

MEMBERS IN ATTENDANCE: Rosy Bergin, Chris Ghione, Frank Leal, Matt Mahood, Dan McCranie, Honnie Murphy, and Eric Wallace

Volunteer Staff: Brittney Sherman

CALL TO ORDER Chair McCranie at 11:01 AM

PUBLIC No Public Comment

BUSINESS ITEMS

1. Approve Bylaws

Board Comments: The board discussed the proposed bylaws noting the most current updates. The board reaffirmed that a quorum is a simple majority depending on the number of Board Directors at any given time, and no voting by proxy or abstention is allowed.

Motion by McCranie, **seconded** by Murphy to approve the bylaws as submitted and dated February 16, 2023.

Public Comment: None

Motion approved 7-0

2. Election of Board Officers

Board Comments: The board discussed the lengths of terms for officers and directors.

Motion by McCranie, **seconded** by Murphy, to approve the nominations of McCranie as Board Chairperson, Wallace as Treasurer, and Mahood as Secretary.

Public Comment: None

Motion approved 7-0

3. Approve City of Morgan Hill and DMHID Agreement

Board Comments: Mahood gave an overview of the Agreement and the attached exhibits around the baseline level of City services provided to the Downtown District and insurance requirements. McCranie confirmed that the assessments would begin in November 2023 with funds expected to be deposited into the DMHID account sometime Spring 2024. Mahood noted that in the meantime, the remaining \$106,000 from the previous PBID was available to be used so long as it is used in line with the prior PBID's Management District Plan. The DMHID is projected to be active on July 1, 2023 at which time the remaining funds can begin to be utilized.

Public Comment: None

Motion by Wallace, **seconded** by Murphy to approve the City of Morgan Hill and DMHID Agreement and exhibits.

Public Comment: None

Motion approved 7-0

4. Board Vacancies

Discussion Item/No Vote

Board Comments: Mahood proposed a process and timeline for filling the remaining two Board seats. The proposal included a 30-day application window during the month of June 2023, in-person interviews the month of July 2023, and the induction of the selected Director/Directors in August, 2023. Mahood and Murphy agreed to develop board application criteria and question for review by the Board at its next meeting.

The Board discussed future meeting days and times and agreed that future Board meetings will be scheduled the first Monday of every month from 11 a.m-12p.m. at City Hall.

Public Comment: None

5. Contract Services

Discussion Item/No Vote

Sherman gave an overview of the requirements and quotes for the following business services: General Liability and Director's & Officer's Insurance, tax preparation and submission, bookkeeping, and financial accounts. The Board recommended that City staff continue to further define potential providers for contract services, and report back at the next meeting.

Public Comment: None

6. Community Parklet

Discussion Item/No Vote

Sherman gave an overview of the Community Parklet Program and discussed proposed ways to use the \$200,000 approved by the City Council in March 2022.

Public Comment: None

FUTURE BOARD & OTHER MEETING DATES

March 6, 2023	Morgan Hill City Hall
April 3, 2023	Morgan Hill City Hall
May 1, 2023	Morgan Hill City Hall

MEETING ADJOURNED by Chair McCranie at 12:08