

**Business Advisory Committee Meeting**  
**Thursday January 21, 2016**  
**8:00 am**  
**City Council Conference Room**  
**City Hall at 420 Litho Street**  
**Draft Minutes**

**1. Call to Order**

Chair – Bruce Huff (BAC Appointee)	Tom Gangitano (Chamber Rep)
Martha Carvalho (Council Appointee)	Cheryl Popp (Chamber Rep)
Christene Scarpino (Council Appointee)*	Chris Gallagher (BAC Appointee)
Aaron Singer (Chamber Appointee)	Vacant Seat (BAC Appointee)
Vacant Seat (Council Appointee)	

Jill Hoffman (City Council Liaison)\*  
Ray Withy (City Council Liaison)\*

\*Member Absent

**2. Public Comment on Items Not on Agenda**

Adam Krivatsy shared some information on the Marin Economic Forum. He suggested an invitation go out from the Chair to the new CEO inviting him to a future meeting to start a dialog on how that organization and the City can work together. Bruce will extend that invitation.

**3. Approval of Minutes from November 19, 2015**

One correction to the minutes was Mooring **Field not Filed**. With that one correction Aaron made a motion to accept the minutes. Martha seconded. All were in favor. Bruce abstained since he was not present at the meeting. Motion passed.

**4. Introduction of Administrative Services Director Melanie Purcell**

Melanie introduced herself and gave a brief background of her previous positions. She currently has been on the job 17 days. She is excited about being here and working for the City.

**5. Approval of 2016 Meeting Calendar**

Cheryl made a motion to approve the proposed calendar. Tom seconded. All were in favor. Motion passed.

**6. Request for Donation to Marin Economic Forum**

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Tom made a motion that we should approve \$2,000 request from the MEF. Aaron seconded. No discussion. All in favor. Motion passed. Bruce will coordinate this action coming before Council.

**7. Nominating**

Cheryl informed us that she believes her term has expired, but is willing to stay until her replacement has been made. Since she is a Chamber appointee – Chris will inform the Chamber they need to find a replacement. Bruce will work on a BAC appointee and the Council appointee is up to the Council.

**8. Downtown Retail/Hospitality Strategy**

Tom reported that he spoke to the Hospitality Committee to review their activities from last year. The group has decided to meet every 3 months. He did report he did do his own advertising this past December and it was very successful. He explained the City is supportive, but they want to see an integrated approach among the Hospitality Committee, BAC, and the Chamber. There was discussion about the upcoming Super Bowl and the activities surrounding that. Cheryl is going to talk to Julie in Parks & Rec about 50 things to do in Sausalito.

**9. Mooring Field Update – Chris Gallagher  
No report**

**10. Council Liaison Updates – no report**

**11. BAC Members Report on Business Activity around Town**

Cheryl reported that she attended the City Finance Committee along with Christene. Bruce gave an update on the theater situation. Basically the theater will close this Sunday and the tenant will hand over keys on Feb. 1<sup>st</sup>. The City has appointed a Blue Ribbon Task Force to work with Bruce to find a reasonable replacement for the theater. Lots of discussions going on. Several organizations have appointments to come see the venue. More to come. Cheryl acknowledged Bruce for his efforts on this front and avoiding the building from being boarded up. Not a good look for Caledonia Street.

**11. Future Agenda Items**

1. Suggested meeting with the Ped/Bicycle Meeting and Ed Fotche to discuss upcoming plans for this summer for not only bikes, but people visiting. Overall flow of the City.
2. Theater Update
3. Inviting Danny Castro to the meeting to give an update on the Formula Retail issue as well as an update as what the proposal is for the Bridgeway Marina.

**12. Adjournment – 9:20 am.**

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