

**Agenda Item 3.A**

**MINUTES\***  
**SAN DIEGO CONVENTION CENTER CORPORATION**  
**THE BOARD OF DIRECTORS**

**BOARD MEETING OF FEBRUARY 27, 2020**

<b>BOARD MEMBERS PRESENT:</b>	Chair Jaymie Bradford and Directors, Elvin Lai, Carol Kim, Allan Farwell, Xema Jacobson and Jeff Gattas
<b>BOARD MEMBER(S) ABSENT:</b>	
<b>STAFF PRESENT:</b>	Rip Rippetoe Karen Totaro, Mardeen Mattix, Andy Mikschl, Terry Kurtenbach, Maren Dougherty, Rita de la Fuente, Corey Albright, DeeAnne Snyder, Bobby Ramirez and Pat Evans (Recorder)
<b>ALSO PRESENT:</b>	Jennifer Lyon, General Counsel

\*Audio copies of Board of Director meetings are available upon request. Please contact Pat Evans at (619)525-5131 or [pat.evans@visitsandiego.com](mailto:pat.evans@visitsandiego.com) to request a copy.

**1. Call to Order**

Chair Jaymie Bradford called the Board Meeting to order at 12:04 p.m. in the Executive Boardroom of the San Diego Convention Center Corporation, 111 West Harbor Drive, San Diego, CA 92101. All Directors were present.

Chair Bradford thanked Director Jacobson for her leadership as Board Chair in 2019.

**2. Non-Agenda Public Comment – None**

**3. Presentations:**

**A. Employee(s) of the Month:**

**Susan Young, Public Safety & Guest Services Administrative Assistant, (December) was presented by Todd Temple, Director of Public Safety & Guest Services.**

**Robin Wied, Administrative Assistant (February) was presented by Mardeen Mattix, CFO.**

4. **Board Committee Reports and Board Action Items:** Chair Bradford noted that in the interest of time, some of the Agenda items would be rearranged.

**Consent Agenda:**

- A. **Approval of Minutes of Board Meeting of January 28, 2020**
- B. **Acceptance of December 2019 Financial Reports from Chief Financial Officer**
- C. **Authorization to Ratify Contract for Emergency Repair to Ruptured Waterline**
- D. **Authorization to Ratify Contracts for Emergency Repairs to Ballroom 6A Foyer**
- H.2 **Authorization to Award Contract for Attendee Guide Printing**

**Directors Lai and Cota moved and seconded, respectively, to approve the Consent Agenda set forth hereinabove. Vote: Unanimous**

**AYES: 6                                      NAYS: 0                                      ABSTENTIONS: 0**

**Director Gattas was absent during this vote.**

**Closed Session:** The Board entered into closed session at 12:11 p.m. to discuss:

- D. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Govt. Code Section 54956.9(d)(2) (1 case)  
Existing facts and circumstances pursuant to Govt. Code Section 54956.9(e)(1)
- E. **CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**  
Significant exposure to litigation pursuant to Govt. Code Section 54956.9(d)(2) (1 case)  
Existing facts and circumstances pursuant to Gov.t Code Section 54956.9(e)(3)
- F. **CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**  
Pursuant to Govt. Code Section 54956.9(d)(1) (2 cases)  
Case No. 37-2018-00060167-CU-BC-CTL  
Case No. 37-2020-00008163-CU-OE-CTL

The Board returned to open session at 12:32 p.m.

Reporting out of closed session, General Counsel Lyon stated that the Board discussed item “D.” Direction was given but no reportable action was taken. Items “E” and “F” will moved to the end of the Agenda.



**(3) Authorization to Purchase Waste Receptacles**

**Directors Farwell and Gattas moved and seconded, respectively, to authorize the Board to approve the Purchase of Exhibit Hall Waste Receptacles from CleanRiver Recycling Solution at a cost of \$339,037.53 and Lobby Waste Receptacles from Waxie at a cost of \$262,203.53. Vote: Unanimous**

**AYES: 7**

**NAYS: 0**

**ABSTENTIONS: 0**

**5. Chair's Report (Chair Jaymie Bradford):**

- Chair Bradford welcomed Director Jeffrey Gattas to the Board.
- Chair Bradford also reminded Directors to submit their Form 700s prior to April 1, 2020 and to complete on-line Ethics Training if they have received notice from the Ethics Commission.
- Staff will be providing briefings regarding funding mechanisms used by sixteen competitive set convention centers on March 12, 13, 16 or 17th. If Directors would like to attend an update, please contact staff.

**6. General Counsel Report (Jennifer Lyon) - None**

**7. President's Report (Rip Rippetoe) – Mr. Rippetoe provided a written report and highlighted the following items:**

- DeeAnne Snyder, Director of Events Services, provided an update regarding the Corporation's new strategy to increase responses to the Corporation's Client Satisfaction Survey.
- Staff will review the "Program of Work" submitted by the San Diego Tourism Authority for 2021 and forward the document to the Sales & Marketing Committee for review and action.
- The February President's report is more comprehensive than usual, please review the document and provide feedback regarding the format and content.
- Mr. Rippetoe provided an update regarding the COVID-19 virus and the impact on the Corporation from a sales perspective and the Corporation's communication strategy regarding event attendance.
- Mr. Rippetoe provided an update regarding a time-line for the proposed roofing project.
- Mr. Rippetoe provided an update regarding his business and personal travel schedule.

**8. Chief Financial Officer's Report (Mardeen Mattix) - None**

**9. Board Comment [Govt. Code § 54954.2(a)(2)] – Chair Bradford noted that the Sacramento Convention Center expansion is moving forward on schedule.**

**Closed Session Cont.:** The Board entered into closed session at 1:20 p.m. to discuss:

**E. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION**

Significant exposure to litigation pursuant to Govt. Code Section 54956.9(d)(2) (1 case)

Existing facts and circumstances pursuant to Govt. Code Section 54956.9(e)(3)

**F. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION**

Pursuant to Govt. Code Section 54956.9(d)(1) (2 cases)

Case No. 37-2018-00060167-CU-BC-CTL

Case No. 37-2020-00008163-CU-OE-CTL

The Board returned to open session at 2:20 p.m.

Reporting out of closed session, General Counsel Lyon stated that the Board discussed items “E” and “F.” Direction was given but no reportable action was taken.

There being no further business, the meeting adjourned at 2:21 p.m.

**CERTIFICATION**

I, Allan Farwell, Secretary of the Board of Directors of the San Diego Convention Center Corporation, Inc., do hereby certify that the foregoing is a true and correct copy of the minutes of the business transacted by the Board of Directors of the San Diego Convention Center Corporation, Inc., at a duly noticed meeting held on February 27, 2020 and that said minutes were approved by the Board of Directors on, March 26, 2020.

*[Minutes approved at March 26, 2020 Board Meeting]*

---

Allan Farwell, Secretary