

Discover Pacific Beach Board Retreat  
January 31, 2025  
Catamaran Resort Hotel, 3999 Mission Blvd, San Diego 92109  
(Agenda posted at Catamaran Catering Office)  
9:00am-4:00pm  
Agenda

**Board Meeting /Administrative**

1. **9:00 a.m. - Introductions/Ice Breaker (Engstrom) –**  
Sign in
2. **9:20 a.m. - Public Comment/Non Agenda Announcements**  
Limited to 2 minutes on any non -agenda items, items may be referred to committees or future agenda items
3. **9:30 a.m. - Board Member vacancy report** *Info Item*
4. **9:35 a.m. - Presidential Report- Review of 2024 Goals and Accomplishments (Engstrom)** *Info Item*  
FY24 Goals/Accomplishments *Info Item*  
2024 Business Nominations  
2025 Volunteer Opportunities
5. **9:50 a.m. - Review FY 26 budget draft (Lee)** *Info Item*
  - a) *How are we funded?*
  - b) *FY26 Budget draft review and committee priorities*

**10:10 a.m. - Break – 15 minutes**

6. **10:25 a.m. - Presentation - City of San Diego Economic Development Department** *Info Item*  
*Alex Southard*
7. **11:00 a.m. - Brainstorming Group Activity (45 Minutes)**
  - a. Monthly PB Activities

**12:00 p.m. - Lunch at Oceana Coastal Kitchen**

8. **1:30 p.m. - Review the Discover Pacific Beach Policies and Procedures Handbook - V. Bernal** *Info Item*
  - a. *Non-Discrimination Policy*
  - b. *Inclusivity & Equal Employment Opportunity Policy*
  - c. *Media/Public Announcements Policy*
  - d. *Privacy Policy Disclosure*
  - e. *Conflict of Interest Policy*
  - f. *Whistleblower Policy*
  - g. *Grievance Process*
9. **1:45 a.m. - Review and amendments to bylaws** *Action Item*
  - a. *Approve bylaw amendments*

THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.

To request an alternative format, or to request a sign language or oral interpreter for the meeting, please contact the Meeting Coordinator at least five (5) working days before the meeting at (858) 273-3303 to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting upon request.

10. **2:00 p.m. - Executive Director Report – Lee**  
a. **Sunny’s upcoming schedule – February 20, 2025 – April 1, 2025**  
b. **Discover PB Priorities**  
i. **MAD**  
ii. **Parking Meters**  
iii. **Events**  
iv. **Community Engagement**  
v. **Promote PB**

11. **2:30 p.m. Approve FY 26 Budget for submission to the City of San Diego** *Action Item*

**Committee Presentations**

12. **2:45 p.m. - Parking Advisory Board -** *Action Item*  
a. *Update and Board Appointments*

13. **2:55 p.m. - Events** *Action Item*  
a. *Review and approve 2024 Calendar of Events*  
i. *Annual Dinner (March), Coast (May) and Heart (Sept.) of PB Restaurant Walks, Pacific BeachFest (October), Christmas on Crystal Pier (Dec), PB Holiday Parade (Dec), and Shop Local Campaign (BINGO)(Holiday).*

14. **3:05 p.m. - PB Special Events Committee** *Action Item*  
a. *Confirm appointments of members to PBSEC*

15. **3:15 p.m. - Wrap Up**

16. **3:30 p.m. - Adjourn**

**THIS INFORMATION IS AVAILABLE IN ALTERNATIVE FORMATS UPON REQUEST.**

To request an alternative format, or to request a sign language or oral interpreter for the meeting, please contact the Meeting Coordinator at least five (5) working days before the meeting at (858) 273-3303 to ensure availability. Assistive Listening Devices (ALDs) are available for the meeting upon request.