

APPENDIX I

ELECTION

PROCEDURES OF

THE DOWNTOWN

LONG BEACH

ASSOCIATES

Revised September 2008

ARTICLE 1: ELECTIONS

The Board of Directors shall proscribe election procedures for the election of The Board of Directors. Such procedures shall be in place no later than April 30 before the election. Any changes or revisions to the election procedures, including boundaries, shall likewise be made before April 30 in an election year.

ARTICLE 2: BOUNDARIES OF AREAS AND ZONES

Section 2.1: Marketing Areas

The Downtown Parking Improvement Area (DPIA) consists of five marketing areas: East Village, North Pine, Pine Avenue, Waterfront, and West Gateway. The Board of Directors may vote to change the boundaries when necessary. In an election year, all boundaries will be determined by April 30. The current boundaries of each area are listed as follows:

- a. East Village: Beginning on the northeast corner of Long Beach Boulevard and 10th Street, east to the east side of Alamos Blvd., south to the south side of Ocean Blvd., west to the mid point of Long Beach Boulevard and north to the north side of 10th Street.
- b. North Pine: Beginning at the northwest corner of Maine Avenue and 10th Street, east to the west side of Long Beach Boulevard, south to the north side of 3rd Street, west to the west side of Golden Avenue, north to the north side of 6th Street, east to Maine Avenue, and north to 10th Street.
- c. Pine Avenue: Beginning at the southwest corner of 3rd Street and the west side of Long Beach Boulevard to the south side of Ocean Boulevard, west to a

point even with east side of Pacific Avenue, north to the south side of 3rd Street, east to the west side of Long Beach Blvd.

- d. Waterfront: Includes most areas south of Ocean Blvd. (but not including businesses on Ocean Blvd., Oceangate, Golden Shore, or Shoreline Drive west of Magnolia Avenue), even to a point at the mean high tide line of the Pacific Ocean, west to a point even with the west side of Golden Shore—south of Shoreline Drive between Golden Shore and Magnolia Avenue and south of Ocean Boulevard east of Magnolia Avenue, and east to a point even with the east side of Shoreline Drive.
- e. West Gateway: Beginning at the southwest corner of Shoreline Drive and Magnolia Avenue, west on Shoreline Drive turning north to the north side of Broadway at the confluence of Shoreline Drive and Golden Shore, east on Broadway to the west side of Golden Avenue, north on Golden Avenue to the south side of 3rd Street, east on 3rd Street to the west side of Pacific Avenue, south on the west side of Pacific Avenue to the south side of Ocean Boulevard, west on Ocean Boulevard to Magnolia Avenue (including Oceangate), south on Magnolia Avenue to the southwest corner at Shoreline Drive.

Section 2.2: Property-Based Improvement District Areas

The Property-Based Improvement District (PBID) consists of three service areas: Basic, Standard, and Premium. The boundaries are governed by the PBID Management Plan, revised May 2003 for a term of ten years and expiring in 2012. In an election year, all boundaries will be determined by April 30. The current description of each service area is as follows:

a. Basic Area:

- West Ocean Boulevard from West Shoreline Drive to the west side of Magnolia Avenue
- Golden Shore from West Shoreline Drive to Broadway
- The west side of Magnolia Avenue from West Shoreline Drive to Broadway
- West Shoreline Drive from West Ocean Boulevard to the west side of Magnolia Avenue

b. Standard Area:

- Broadway from the 710 freeway to Pacific Avenue
- Magnolia Avenue from Ocean Boulevard to Broadway; south of Broadway, on the east side of Magnolia Avenue to Shoreline Drive
- Ocean Boulevard from the east side of Magnolia Avenue to Alamitos Avenue
- Pacific Avenue from Ocean Boulevard to 5th Street; north of 5th Street, on the east side of Pacific Avenue to 6th Street
- 5th Street from Pacific Avenue to Pine Avenue
- The north side of 6th Street from Pacific Avenue to Long Beach Boulevard
- 7th Street from Pine Avenue to Long Beach Boulevard
- The south side of 8th Street from Pine Avenue to Long Beach Boulevard
- Pine Avenue from 6th Street to 8th Street
- Locust Avenue from 6th Street to 8th Street
- Long Beach Boulevard from 6th Street to 8th Street

- Long Beach Boulevard from Ocean Boulevard to 3rd Street and the east side of Long Beach Boulevard from 3rd Street to 4th Street
- Elm Street from Seaside Way to 4th Street
- Linden Street from Seaside Way to 4th Street
- Atlantic Avenue from Ocean Boulevard to 4th Street
- Lime Avenue from Ocean Boulevard to 4th Street
- Olive Avenue from Broadway to 4th Street
- Alamitos Avenue from Ocean Boulevard to 7th Street
- 1st Street from Long Beach Boulevard to Alamitos Avenue
- Broadway from Long Beach Boulevard to Alamitos Avenue
- 3rd Street from Long Beach Boulevard to Alamitos Avenue
- 4th Street from Long Beach Boulevard to Alamitos Avenue
- East Seaside Way from Pine Avenue to East Ocean Boulevard
- All side streets, such as Hart Street, Collins Street, and Locust Avenue, bounded by East Seaside Way on the south and extending north to East Ocean Boulevard; East from Shoreline Drive to Pine Avenue—but not inclusive of Pine Avenue

c. Premium Area

- Pine Avenue from Pine Circle south of Shoreline Drive to 6th Street
- Shoreline Drive from Pine Avenue to Magnolia Avenue
- All property in the Pike at Rainbow Harbor, exclusive of the public right-of-way surrounding the public parking lot
- 1st Street from Pacific Avenue to Long Beach Boulevard

- Broadway from Pacific Avenue to Long Beach Boulevard
- 3rd Street from Pacific Avenue to Long Beach Boulevard
- 4th Street from Pacific Avenue to Long Beach Boulevard; and the north side of 4th Street from Long Beach Boulevard to Elm Street
- 5th Street from Pine Avenue to Long Beach Boulevard
- The south side of 6th Street from Pine Avenue to Elm Street
- The Promenade from Ocean Boulevard to 5th Street
- Long Beach Boulevard from 4th Street to 6th Street and the west side of Long Beach Boulevard from 4th to 3rd Street
- The west side of Elm Street from 4th Street to 6th Street

ARTICLE 3: THE NOMINATING COMMITTEE

The Nominating Committee shall:

- a. Meet and establish a Calendar (dates, letters of notification, slates)
- b. Send a public notice that those qualified to vote should receive a slate and, if it is not received, to communicate with the office of the Association.
- c. Solicit nominees from recommendations, self-nominations, Board members eligible for re-election, and other reliable sources. Verify eligibility of nominees.
- d. Conduct interviews of nominees utilizing a panel to be selected by the Nominating Committee, made up of current Board Members, stakeholders, and others such as Board members of other organizations.

- e. Report to Chairperson the names of candidates nominated for the slates.
After Board approval, the Nominating Committee will call to verify their acceptance for nomination.
- f. Mail slates of candidates to membership.
- g. Tally returned slates and report to Board Chairperson.

ARTICLE 4: ELECTION RULES

- a. Members from the DPIA Marketing Areas and PBID Benefit Zones are considered eligible to vote if qualified thirty days prior to the date the slates are mailed.
- b. There shall be a public notice that those qualified to vote should receive a slate and, if it is not received, to communicate with the office of the Association.
- c. Official numbered slates are to be sent in envelopes to the membership and returned in official numbered envelopes no later than fourteen days before the Annual Meeting. Faxed and copied slates will not be accepted. Slates received after the time closure will not be accepted. Voting by proxy shall not be allowed.
- d. On the slate shall appear the nominees recommended by the Nominating/Election Committee and approved by the Board.
- e. The Official slates shall consist of one for the election of DPIA Directors and one for the election of PBID Directors. Members of the DPIA shall vote

only for nominees to fill DPIA Board of Directors positions; members of the PBID shall only vote for nominees to fill PBID Board of Directors positions.

- f. All PBID stakeholders' slates will be weighted based on annual assessment value, as determined by the Corporation.
- g. The City of Long Beach and the City's Redevelopment Agency (RDA) shall not vote during the elections for Board of Directors.
- h. Slates must be returned to the office of the Association within 14-days from mailing. Slates will be secured at the deadline and tallied by the Nominating/Election Committee the following work day.
- i. Board of Directors' elections will be determined by plurality vote. In the event of a tie, the Board of Directors shall determine the winner by majority vote of those present.
- j. The Board of Directors will be notified of the results by the President, who will call the candidates with the results.
- k. The tallied slates are to be secured by the Secretary of the corporation for thirty days. The slates will then be destroyed by the Secretary of the Corporation.

ARTICLE 5: ELECTIONS OF OFFICERS

The Chair Elect, Treasurer, and Secretary shall be elected in the manner described below.

- a. The President and CEO of the Corporation shall inform the Board of Directors of the date of the annual meeting of the Corporation and the

Officers' election procedures at least one month in advance of the annual meeting.

- b. Candidates interested in serving as Officers shall inform the President and CEO in writing of their intention to run for Chair Elect or a seat on the Executive Committee at least two weeks before the annual meeting of the Corporation.
- c. The President and CEO shall inform the Board of Directors of candidates seeking Officer positions or Executive Committee seats at least two weeks before the annual meeting of the Corporation.
- d. At the annual meeting of the Corporation, voting directors shall elect the Chair Elect every other year via private ballot or by acclamation if running unopposed. Officers' elections shall be determined by a simple majority of those voting Directors present at the meeting.
- e. Unsuccessful candidates for Chair Elect may submit their names to run for an Executive Committee seat at the Annual meeting of the Corporation.
- f. The Board shall elect **via private ballot** four additional Executive Committee members at the Annual meeting of the Corporation. Those four who receive the most votes shall be confirmed to serve on the Executive Committee for a term of one year.
- g. At its first meeting, the Executive Committee shall select the Secretary and Treasurer, who shall serve as officers for one year.

ARTICLE 6: SUCCESSION OF OFFICERS AND SPECIAL ELECTION

- a. Should the Chair be unable to serve a complete term, the Chair Elect will assume the office of Chair and a new Chair Elect will be elected by the Board in a special election. If there is no Chair Elect, the Board will elect a new Chair to complete the term in a special election.
- b. Should the Past Chair be unable to serve a complete term, the Board will elect an Executive Committee member in a special election to complete the term.
- c. Should the Chair Elect, Secretary or Treasurer be unable to serve a complete term, the Board will elect a replacement in a special election.
- d. In the event of a special election, the President and CEO shall notify the Board of Directors at least 30 days in advance of the meeting selected to conduct the special election. Directors interested in serving the position being filled in the special election shall notify the President and CEO in writing at least 14 days in advance of the meeting, upon which the President and CEO will notify the Board of candidates for the vacant seat at least 14 days in advance. At the meeting selected for the special election, voting Directors shall elect a Director, from among those who submitted their interest at least 14 days in advance, to the vacant seat via a private ballot, or acclamation if the candidate is running unopposed, with a simple majority.