



**2018-2019  
BID BOARD of DIRECTORS MEETING AGENDA**

Date: December 13, 2018  
Location: HB Art Center  
538 Main Street  
Huntington Beach, CA 92648

Day: Thursday  
Time: 9:00 AM

<b>1. Call to Order</b>
<b>2. 2017-18 Board of Director's Roll Call</b> Board Members: Dave Shenkman, Moe Kanoudi, Murat "Coach" Koc, Brett Barnes, Mike Williams, Lizzie Raudenbush, Kate Leigh, Michelle Vespe, and Max Schlutz. Past President: Matt Peterson HBDBID Staff: Marianne Tonjes, Darci Henderson
<b>3. Public Comments</b> <i>This is the time of the meeting for the Board of Directors to receive comments from the public regarding items of interest or agenda items. Pursuant to the Brown (Open Meetings) Act, the Board of Directors may not enter into discussion regarding items not on the agenda. Each speaker is allowed three minutes, and time may not be donated to another speaker.</i>
<b>4. Approve Minutes</b> a. <b>Recommendation:</b> Adopt the Minutes of the November 29, 2018, Board Meeting. Attachment 4a.
<b>5. Treasurer Report – Financials</b> a. Information: Treasurer Kate Leigh will report on the current financial information provided by the CPA. Attachment 5.  <b>Recommendation:</b> Approve the October financial reports for the HBDBID and Surf City Nights CPA.
<b>6. President Report</b> a. Information: Dave Shenkman will provide a report. b. Information: Board member Max Schlutz has submitted his resignation. The bylaws state that a vacancy in the office of a Director shall be filled by the President only after review of the application by the board of directors and with the approval of a majority of the Board of Directors. Candidates in the recent election have all had their applications recently reviewed.  <b>Recommendation:</b> Approve the President's recommendation, Danny Othman, for



replacement for Board Member Max Shlutz.

- c. Information: Dave Shenkman would like to have a discussion with Board Members on Goals & Priorities for the HBDBID.
- d. Information: Dave Shenkman will discuss the creation of Committees and Task Forces.

**Staff Reports:**

**7. BID Manager-Contractor**

- a. Information: Marianne Tonjes will report on BID activities.
- b. Information: Marianne Tonjes will provide an update on the database.

**8. Events Coordinator**

- a. Information: Darci Henderson will report on Surf City Nights.

**Other:**

**9. Surf City USA Ambassador Program Agreement Between Visit Huntington Beach and the Downtown Business Improvement District (BID).**

Information: The HBDBID has an annual agreement with Visit HB to support the support of the Surf City USA Ambassador Program. Attachment 9.

**Recommendation:** Approve the annual agreement with Visit HB in the amount of \$27,000 for the fiscal year (October 1, 2018 – June 30, 2019), payable in monthly installments of \$3,000.00, beginning October 2018.

**10. Security Contract RFP**

- a. Information: At the last Board of Director's meeting the Board discussed going to bid for security services now that the pilot program is complete. EES Security is currently providing the security services for the HBDBID. The process will be open for approximately three weeks and will be reviewed by the Budget and Finance Committee prior to returning to the Board of Directors for a vote.

**Recommendation:** Approve opening the bid process for HBDBID Security Services.

**11. Board of Director Regular Meeting Date**

- a. Information: Our CPA has suggested that a change of our regular board meeting to the third Thursday of the month would allow more time for preparation of our financial reports.

**Recommendation:** Approve changing the regular HBDBID Board of Director's meeting date to the third Thursday of each month.



## **12. City of HB Business Development Update**

- a. Information: A representative from the City of Huntington Beach may report on important issues regarding businesses and new development in the downtown business improvement district.

## **13. Announcements**

## **14. Adjournment**

The next HBDBID Board Meeting is January 17, 2019.

*In accordance with the Ralph M Brown Act, Huntington Beach Downtown BID agendas are available for public review outside the City of Huntington Beach Council Chambers at 2000 Main Street and the HBDBID office 315 3<sup>rd</sup> Street, Suite E at least 72 hours prior to each meeting and 24 hours prior to special meetings. Questions on agenda items may be directed to Marianne Tonjes, HBDBID Manager, at 714-536-8300.*