



Huntington Beach Downtown
Business Improvement District
www.hbdowntown.com

2016 - 2017 BID BOARD MEETING AGENDA

Date: MARCH 09, 2017

Location: HB International Surfing Museum
411 Olive Avenue

Day: Thursday

Time: 9:00 AM

- I. **Call to order.** Roll Call: BID Board = Brett Barnes, Scott Blakeslee, Bob Bolen, Keith Breiter, Steve Daniel, Erin Henry, Matt Peterson, Nicole Thompson, Dick Thorpe
- II. **Public Comments** – limited to 3 minutes per person.
 - a. *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 3 minutes, and time may not be donated to another speaker.*
- III. **Approval of the Minutes** – From BID Board Meeting – February 09, 2017
- IV. **President:**
 - a. **Finance Commission Report**
 - i. We requested, through assistance by Erik Peterson, that City Council direct the Finance Commission to conduct a review of the BID Financials. Documents have been provided; review is currently in progress.
 - b. **Update re: BID Board Director Vacancy**
 - i. According to current BID Bylaws, *Article VII, Section 3. VACANCIES – A vacancy in any office, including the office of director, because of death, resignation, removal, disqualifications, or any other cause 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, which approval shall be given at a regular meeting of the Board of Directors. Such appointee shall hold office until his successor shall have been duly elected and appointed.*
 - ii. Steve Daniel to lead discussion of soliciting potential replacement Scott Blakeslee who regrets he has not been able to meet his commitment as a director of the board.

c. Fill Secretary Position on Executive Committee

- i. Board to accept nomination from Steve Daniel for Matt Peterson to be appointed to the Executive Committee as Secretary.

d. Shuttle Service Update

- i. Steve Daniel to report on meeting with Visit HB regarding upcoming Shuttle Service and how the BID might designate resources towards advertising and promoting this service.

V. Treasurer's Report:

- a. Treasurer will share the FEBRUARY financial reports as reconciled by the outside accounting office of McGinty, Knutson, and Associates. Reports include three accounts: BID, SCN, Malco Maintenance.

VI. Committees & Updates:

- a. Committee Chairs will provide updates regarding their efforts and activities since the last meeting.
 - i. Finance / Governance Committee:
 - ii. Beautification Committee:
 - iii. Event Committee:
 - iv. Marketing Committee:
 - v. Hotel Task Force:

VII. Staff Reports:

- a. **BID Manager, Susan Welfringer**, will report on her past month's activities for the BID relating to marketing, members, recent and upcoming events, maintenance, public safety, city & community outreach, and office management.
- b. **Surf City Nights Manager, Mary Ann Senske**, will report on the past month's events and provide update regarding upcoming Surf City Nights events and activities.

VIII. City of HB Business Development Update:

- a. Representative from the City of HB will report on important issues for downtown in regards to new business development in the downtown business improvement district.

IX. City Council Comments: Councilpersons, Peterson, Posey, and Brendan -

X. New Business:

- a. Consideration of Adjusting Board Meeting start time to 9:00 am from current 10:00 am.
 - Steve Daniel to ask board to consider 9:00am start time for future meetings, so we can cover all items, and still get back to business before the morning is over.
 - Recommended Action: Direct BID Manager to adjust Board Meeting start time to 9:00 am and publicize this change on the website.
- b. Discuss Petition submitted to City Council regarding limiting board of director membership to business owners only.

Recommended Action: Discuss and provide direction to BID Manager regarding potential bylaw amendment.

c. Consideration of formation of “Residents Advisory Committee”

Recommended Action: Approve the formation of a “Residents Advisory Committee” of not more than “x” residents to provide recommendations and feedback regarding Huntington Beach Downtown Business Improvement District activities and events, subject to policies developed and approved by the Executive Board.

d. Discuss City Council Resolution 2013-24 regarding conditions of approval related to late night alcohol sales in Downtown.

Dick Thorpe requested a discussion on late night alcohol. Councilmembers Posey and Peterson placed a H Item on the March 6, 2017 City Council meeting to direct Staff to work with the City Attorney to modify the resolution and eliminate late night hour operation limitations. In addition, there is pending state legislation regarding allowing alcohol establishes to stay open until 4am.

Recommended Action: Discuss and provide direction to BID Manager.

XI. Announcements:

XII. Adjournment – Meeting adjournment

- a. Next meeting: Thursday, April 13, 2017 @ 9:00 AM at the HB International Surfing Museum.

XIII. 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 at least 72 hours prior to each meeting. Questions on agenda items may be directed to Susan Welfringer, BID Manager, at 714-536-8300.