



*Huntington Beach Downtown
Business Improvement District
www.hbdowntown.com*

2016 - 2017 BID BOARD SPECIAL MEETING MINUTES

Date: September 7, 2017
Location: BID Office
315 3rd Street Suite E
HB, CA 92648

Day: THURSDAY
Time: 9:30AM

- I. **Call to order** - 9:32am

- II. **Roll Call** – Present; Brett Barnes, Bob Bolen, Keith Breiter, Henry Carey, Steve Daniel, Matt Peterson, Susie Smith, and Dick Thorpe. Absent; Nicole Thompson. Also present; Stephanie Wilson Nominating Chair, Kellee Fritzal (City of HB), Dan Ohl (Chief Assistant City Attorney) and Mary Ann Senske BID Manager.

- III. **Public Comments** – Kate Leigh (5th & PCH) stated she is representing Stream/ CAPREF and turned in an application to be on the ballot for the upcoming BID Board Elections. The owner of 5th & PCH says she has a passion for the area and improving downtown.

- IV. **Approval of the Candidate list for BID Board Elections 2017 from the Nominating Committee.**
 - Steve asked if everyone had seen the slate of candidates and ballot from Nominating Committee.
 - Stephanie had a copy available and stated all businesses are in the assessment area.
 - Dick mentioned it felt somewhat sneaky that a candidate got their business license after the application deadline and it was not disclosed to the board.
 - Stephanie explained she had a copy of the business license and paid BID dues from CAPREF dated September 21st, 2016. When it came into question the committee contacted the City and it was discovered, through no fault of the business, there was a problem with licensing which was corrected on August 30th, 2017 when Stream Realty paid for a new business license. Stephanie stated that from her memory, the property management of The Strand / 5th & PCH has always voluntarily paid BID dues to be a member for the past few years.
 - Board agreed moving forward we will have businesses who are in the assessment zone, which are not required to pay BID dues, and want to opt in and fee BID fees, apply and pay the City directly after receiving Board approval. This is what is written in the By-Laws.
 - Dan Olh added it's really up to the decision of the board of directors. CAPREF did have a valid business license and they did pay BID fees last August.
 - Susie is concerned that the license for Stream was acquired after the Board application deadline and the BID promised City Council at the last meeting to follow the rules and remain transparent for the next 6 months.

- Bob asked who at the City determined that CAPREF was a BID member. He requested that we get that information in writing. Stephanie stated she had received an email from the City. They had no objections to Kate being on the ballot. Acknowledging CAPREF as a BID member.
- Dick commented as to what will stop other businesses from having contractors use a downtown address and apply for a business license and pay BID fees. Stephanie stated that if they pay a license and pay BID fees then they would be a valid stakeholder.
- Dan and Kellee suggested changing and adding details for clarity in the future to the Bylaws. Dan added based on the info he has Kate is the most vetted person on the ballot.
- Mary Ann reminded the board of directors that sub-committees do not vote; they merely make suggestions and then bring them to the board who will ultimately vote. She commented that this board is moving in the right direction and moving forward we will make sure the proper procedures are followed.
- Susie commented that the HBDBID mailed the ballot before the board had a chance to approve the ballots.
 - i. Steve motioned to accept the slate of candidates and ballot presented by the nomination committee, Brett seconded. All in Favor. Yes: Brett, Bob, Henry, Steve, Matt, and Dick. Keith and Susie recuse themselves.

V. Meeting Adjourned – 9:57am. Next meeting: Thursday, September 14th, 9:30 AM at the HB International Surfing.

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 Mary Ann Senske, BID Manager, at 714-536-8300.