



**2017-2018
HBDBID EXECUTIVE COMMITTEE
SPECIAL MEETING AGENDA**

Date: June 15, 2018
Location: Visit HB
301 Main Street, Suite 212
Huntington Beach, CA 92648

Day: Friday
Time: 1:15 pm

1. Call to order:

- a. Roll Call: Matt Peterson, Bob Bolen, Mike Williams, and Kate Leigh. Past President: Steve Daniels

2. Public Comments:

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.

3. Approve Minutes

- a. Approve Minutes of the April 6, 2018 and May 30, 2018 meetings.

4. Events Coordinator

- a. Information: An Events Coordinator is needed to oversee Surf City Nights and other HBDBID approved events. Darci Henderson has been performing many of these duties

Recommendation: Approve Darci Henderson as the Events Coordinator for up to 36 hours per week at \$25/hour effective July 1, 2018.

5. Additional Office Support

- a. Information: Additional assistance is needed to cover the office and provide administrative support and data input. Currently Darci Henderson is the Administrative Assistant.

Recommendation: Approve hiring an Administrative Assistant.

6. Elimination of the SCN Committee



- a. Information: Eliminate the SCN committee due to SCN being a BID event.

Recommendation: Approve the elimination of the SCN committee.

7. Events

- a. Information: Due to limited staff we need to eliminate producing some events. We will continue to market all downtown events sponsored by other organizations.

Recommendation: Approve the elimination of all but the following events: Chili at the Beach; Surf City Days; Air Show (Main St.); Halloweenfest; and Miracle on Main.

8. Events Committee Chair

- a. Information: With the resignation of Susie Smith a new committee chair is needed.

Recommendation: Approve Patricia Rogers as the new committee chair for Events.

9. Board of Directors

- a. Information: To discuss the resignation of a Board member and make a recommendation to the Board.

Recommendation: Request that the Board of Directors accept the resignation of Susie Smith effective June 12, 2018.

10. Board of Directors

- a. Information: To discuss the removal of Dick Thorpe as member of the Board of Directors and make a recommendation to the Board.

Recommendation: Request that the Board of Directors remove Dick Thorpe as Board member of the HBDBID effective June 21, 2018.

11. Fiscal Year Change

- a. Discuss the city's proposal to rescind the move of the 2018-19 fiscal year to July 1, 2018, and make a recommendation to the Board. The fiscal year would remain September 30, 2018 for this year. This will involve rescinding the 2017-18 modified budget and use the current budget through June 30, 2018.



**Huntington Beach Downtown Business
Improvement District**
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Recommendation: To recommend to the Board of Directors to rescind the change of the July 1 fiscal year and modified budget to September 30, 2018.

12. Announcements

13. Adjournment

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, or 24 hours for special meetings. Questions on agenda items may be directed to Marianne Tonjes, BID Manager, at 714-536-8300.