



Huntington Beach Downtown  
Business Improvement District  
[www.hbdowntown.com](http://www.hbdowntown.com)

## 2017-2018 BID BOARD Meeting Agenda

**Date:** February 15, 2018

**Location:** Legends Surf City

301 Main Street

Huntington Beach, CA 92648

**Day:** Thursday

**Time:** 10:00 am

- I. **Call to order. Roll Call:** Matt Peterson, Bob Bolen, Mike Williams, Dick Thorpe, Susie Smith, Lizzie Raudenbush, Dave Shenkman, Kate Leigh, and Max Schlutz
- II. **Public Comments:** – limited to 3 minutes per person. 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 – January 11, 2018
- IV. **President Items:**
  - Report on City of Huntington Beach stage repairs.
  - Report on IDA recommendations
    - i. New BID Manager
    - ii. Budget oversight
    - iii. Procedures and protocols
    - iv. Reserve per Bylaws
    - v. Embracing Pacific City and 5<sup>th</sup> and PCH
- V. **Treasurer's Report:**
  - Review December 2017 – January 2018 Financials: Discussion and vote.
  - Discuss vendor fee increase within Surf City Nights to affect an overall increase in recurring event revenue: Discussion and vote.
  - Discuss shifting fiscal year from October 1, to July 1: Discussion and vote.
  - Discuss Marketing Budget and quotes for website.
  - Discuss Events Budget. Discussion and vote.
- VI. **Staff Reports:**
  - BID Manager, Marianne Tonjes will introduce herself.
  - Surf City Nights Manager, Mary Ann Senske 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.
- VII. **Committee Reports:**
  - 1) Marketing - committee update
  - 2) Events - committee update
  - 3) Surf City Nights - committee update

- 4) Beautification - committee update
- 5) Finance/Governance - committee update

**VIII. City of HB Business Development Update:** 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:**

**X. Old Business:**

**XI. New Business:** Bob Bolen – Discuss kiosks located on Main St. and discussion of sidewalk vending as “normal” business operations.

**XII. Board Comments/Announcements:**

**XIII. Adjournment – Meeting adjournment:**

- Next meeting: March 8th, 2018 9:00 am @ Legends Surf City

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 Marianne Tonjes, BID Manager, at 714-536-8300.