

Huntington Beach Downtown BID Finance, Budget, and Governance Committee Special Meeting Minutes

Date: April 6, 2018
Location: Pacific City
Lot 579 21010 Pacific Coast Hwy
Huntington Beach, CA 92648

Day: Friday
Time: 8:30 a.m.

1. Call to order: 8:32 a.m. by Mike Williams
2. Roll Call: Mike Williams, Kate Leigh, David Shenkman, Jen Williams
Absent: Brett Barnes. Staff: Marianne Tonjes
3. Public Comments - None
4. Approve Agenda – Kate Leigh made the motion, Mike Williams seconded.
5. Approve Minutes of the April 2, 2018 Committee Meeting – Kate Leigh made the motion and Dave Shenkman seconded.
6. 2018-2019 Budget process. Mike Williams explained the transfer of monies between accounts and the new money market account. There was a discussion that Surf City Nights is a BID event and marketing for it should be by direction from the Marketing Committee. Mike explained that the Marketing Committee would like to ask for up to \$8,500 to spend on developing a new website and will be taking it to the Board. They also discussed consolidating some of the budget items so that the BID can be more cost effective and make a recommendation to the BOD.

Jen Williams arrived

7. SCN and BID Events

There was a discussion regarding a policy for appropriate products to be displayed and sold at SCN and BID events. Dave Shenkman stated we need to be careful of the First Amendment. Marianne Tonjes stated that no vendor was told not to sell the items, but only to move the products or change the signs that are in front of the booths.

8. SCN rules and regulations

Mike asked that this item be tabled. Motion made by Dave Shenkman, seconded by Jen Williams.

9. Vendor Contract Audit

Marianne stated that staff is conducting an ongoing audit of vendor contracts. Mike discussed he is also auditing the parking sticker situation and requiring more recordkeeping.

There was also discussion and consensus that the Event and SCN committees be consolidated and all Events must have prior approval of the Board of Directors.

10. BID and SCN contracts

There was discussion to revise the scope of duties and terms of the contracts.

A motion was made by Dave Shenkman and seconded by Kate Leigh to recommend to the Executive Committee to cancel the BID and SCN Manager contracts and exercise the 30 days notice and to evaluate, redefine the terms, conditions of the scope of work of the BID Manager contract.

11. 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.