



**2023 – 2024
BID BOARD OF DIRECTORS
MEETING AGENDA**

Date: April 3, 2024

Day: Wednesday

Location: Main Street Branch Library at 525 Main Street, Huntington Beach

Time: 4:00PM

PUBLIC COMMENTS: Members of the public wishing to participate in the HBBID Board meeting by submitting public comments on agenda or non-agenda items, can submit one communication per person of 300 words to info@hbdowntown.com Public comments received in this way will be included as part of the meeting and read aloud to the Board during the meeting. Public Comments must be received by 4:00 PM Monday, April 1, 2024, to ensure inclusion into and read during the meeting.

BID Executive Board of Directors

BOD Agenda

April 3, 2024

Roll Call

BID Board Members: Susie Smith, Tony Duran, Sandy Taylor, Moe Kanoudi, Bob Bolen, Nicole Lido, Darrick Hearn, Peter "PT" Townend, Adam Schell

HBBID Staff:

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 Meeting) Act, the Board of Directors may not enter discussion regarding items not on the agenda. Each comment communication via e-mail will be read and entered into the minutes. Communications are limited to 300 words or less.

1. Approve Minutes

Review meeting minutes from March 6, 2024 board meeting, Executive board meeting March 5, 2024, Executive special board meeting March 15, 2024.

Recommended action: Record and file meeting minutes from the March 6, 2024 board meeting, Executive board meeting March 5, 2024, Executive special board meeting March 15, 2024.

2. Vote on \$3,000 expenditure for new office furniture for HBBID office.

3. Vote to renew HBBID office lease. Increase from \$900 to \$1050. Moe & Susie are on the lease.

4. Vote to approve attorney retainer fee up to \$10k



5. Treasurer Report-Financials

- Treasurer Sandara Schulz-Taylor will report on the financial information provided by the CPA on March 6, 2024
- December 2023 and January 2024 financials
- Recommended action: Record and file accountants compilation reports for HBDBID.
- Bank statements will be attached to financials
- Future treasurer
- Interview new accountants
- Recommend & vote to open bank account for assessment funds

6. Presidents Report

- City Contract
- 66k owed to city for JCL
- Google Docs
- Office manual from Jaime Strong
- Big Tony
- \$1k cashiers check donation for office art work
- Lock box in office for file cabinet keys

7. City Updates:

Representatives from the City of Huntington Beach will provide updates on issues regarding the Downtown Business Improvement District.

- Community and Library services Department – Molly Uemera
- City Liaison – Kriss Cassanova
- HBPD
- HBFD
- Marine Safety

8. HB Downtown Committee Updates:

- Marketing & Events chair, PT Peter Townend
- Stakeholder Relations chair Tony Duran
- Events – vote on Chili Cook Off and Hula Fest
- Finance & Governance – Sandy Taylor – vote to approve budget to hire a contractor to compile the annual report

9. HB Downtown Task forces:

- SCN chair Susie Smith, Financial update Sandy Taylor
- BOD handbook/orientation Nicole Lido

10. Approve Interim BID manager salary \$50k-\$85k

11. Discuss in office staff assistance with Jamie Strong
Recommended action: vote and approve financial amount \$750.00 March social media & \$650.00 January office manager



12. **Social media contractor**
Recommended action: vote on financial amount not to exceed \$1,500
13. **Vote & approve SCN security big Tony 5 hours x 2 man team @\$36 hour each from March-September**
14. **Non-profit grant writer**
15. **Create task force for safety awareness and crime prevention**
16. **Discussion Topics & Announcements – 5 minute limit per topic**
17. **Old Business**
Jamie Strong & Kim Erin Justice exit checks
18. **Adjournment**

The next HBDBID Board Meeting will be as follows:

- Board of Directors Meeting scheduled for Wednesday, May 1, 2024

