

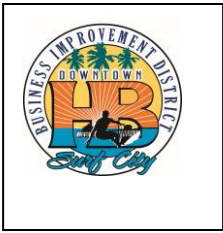


**2018-2019  
BID BOARD of DIRECTORS AMENDED MEETING AGENDA**

Date: April 11, 2019  
Location: HB Art Center  
538 Main Street  
Huntington Beach, CA 92648

Day: Thursday  
Time: 9:00 AM

<b>1. Call to Order</b>
<b>2. 2018-2019 Board of Director's Roll Call</b> Board Members: Dave Shenkman, Brett Barnes, Kate Leigh, Moe Kanoudi, Mike Williams, Michelle Vespe, Murat "Coach" Koc, Danny Othman, and Susie Worthy. Past President: Matt Peterson HBDBID Staff: Darci Henderson
<b>3. Public Comments</b> <i>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.</i>
<b>4. Approve Minutes</b>  a. Information: Review Meeting Minutes from March 14, 2019 BID Board Meeting.  <b>Recommendation:</b> Record and file Meeting Minutes from BID Board Meeting March 14, 2019.
<b>5. Treasurer Report – Financials</b>  a. Information: Treasurer Kate Leigh will report on the current financial information provided by the CPA. Attachment 5a.  <b>Recommendation:</b> Approve the February 2019 accountants' compilation report for the HBDBID, Surf City Nights, and Malco.
<b>6. President Report</b>  a. Information: Dave Shenkman will provide a report on past month meetings and activities. b. Information: Dave Shenkman will announce the resignation of BID staff Darci Henderson. Darci's last day will be May 31, 2019 but she has offered to help during the transition with limited availability.
<b>Committee Reports:</b>
<b>7. Executive</b>



- a. Information: Brett Barnes will present a revised HBDBID Director position job description that reflects the IDA recommendation for the vacant position.

**Recommendation:** Discussion and approval of the revised HBDBID Executive Director/ Director/ Manager job description.

- b. Information: Brett Barnes will propose a recommended HBDBID Executive Director/ Director/ Manager salary range of \$80,000.00 to \$120,000.00 that reflects the IDA recommendation for the vacant position.

**Recommendation:** Discussion and approval of the recommended salary range of \$80,000.00 to \$120,000.00 that reflects the IDA recommendation for the vacant HBDBID Executive Director/ Director/ Manager position.

#### **8. Budget and Finance**

- a. Information: Chairperson Kate Leigh will report on Budget, Finance and Governance committee meeting. Committee is requesting the Board approve the transfer of \$50,000.00 from reserves to the general fund for the HBDBID Executive Director/ Director/ Manager Salary.

**Recommendation:** Discussion and approval to transfer \$50,000.00 from our reserves to the general fund for the recommended salary range of the vacant HBDBID Executive Director/ Director/ Manager position.

#### **Staff Reports:**

#### **9. BID Staff** - Darci Henderson will report on BID activities.

- a. Information: Darci Henderson will report on BID activities and provide update on additional staff.

#### **10. Events Coordinator** - Darci Henderson will report on Surf City Nights and BID events.

- a. Information: Darci Henderson will report on Surf City Nights and BID events.

#### **Other:**

#### **11. HBDBID Director Position**

- a. Information: President Dave Shenkman will establish a Personnel Task Force to start recruitment to fill the vacant HBDBID Director position.

**Recommendation:** Approve Personnel Task Force.



### 12. Security RFP

- a. Information: President will update on references received for Allied Universal and PACWEST Security Services.

**Recommendation:** Discussion and vote to enter into contract with either Allied Universal or PACWEST Security Services.

### 13. Data Base

- a. Information: Dave Shenkman and Moe Kanoudi met with Darci Henderson for a PBID Manager database presentation from Emily Briggs V.P. of PBID Manager.

**Recommendation:** Discussion and approval of setup fee of \$650.00 and monthly subscription of \$85.00 monthly with 2-year locked price to purchase PBID Manager data management system.

### 14. Surfing Walk of Fame Sponsorship

- a. Information: John Etheridge, Executive Director of The Surfing Walk of Fame sent a letter asking the BID to sponsor \$5,000.00 for the event. Attachment 14a.

**Recommendation:** Approve to sponsor up to \$5,000.00 for The Surfing Walk of Fame.

### 15. Surf City 10

- a. Information: Chris Cole has asked for BID opinions on proposed changes to Surf City 10 from Sunday morning September 22<sup>nd</sup> to Saturday evening September 21<sup>st</sup>. Attachment 15a.

**Recommendation:** Discussion of proposed changes to present BID input to Specific Events Department.

### 16. City of HB Business Development Update

- a. Information: A representative from the City of Huntington Beach may report on important issues regarding businesses and new development in the downtown business improvement district.

### 17. Announcements

### 18. Adjournment



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

The next HBDBID Board Meeting is May 9, 2019.

*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 and the HBDBID office 315 3<sup>rd</sup> Street, Suite E at least 72 hours prior to each meeting and 24 hours prior to special meetings. Questions on agenda items may be directed to staff at [info@hbdowntown.com](mailto:info@hbdowntown.com) or 714-536-8300.*