



Huntington Beach Downtown
Business Improvement District
www.hbdowntown.com

**2016 - 2017 BID BOARD
SPECIAL MEETING MINUTES**

Date: AUGUST 3, 2017 Day: THURSDAY
Location: HB BID Office Time: 9:00 AM
315 3rd Street Ste. E

- I. **Call to order:** 9:12
- II. **Roll Call:** BID Board = Bob Bolen, Henry Carey, Steve Daniel, Matt Peterson, Susie Smith, Nicole Thompson, Dick Thorpe. Absent: Brett Barnes, and Keith Breiter. Also in attendance Kellee Fritzal (City of HB).
- III. **Public Comments** – none
- IV. **Committee Report/President Report-**
 - a. Steve announced the Personnel committee met and recommended the BID Enter into a contract with Mark Ann Senske/McGlynn Events as the temporary BID Manager up to December 2017 at the budgeted pay rate of the former BID Manager position.
 - i. Matt stated having Mary Ann act as an interim manager will be a seamless transition as she knows the events and people she'd be working with. He added that this will allow the board to define the BID manager position and have time to interview for a permanent replacement. Susie added the board accepted Susan's resignation which was dated July 31. Nicole asked about the IDA's recommendation for an interim CEO. She also pointed out IDA suggested May Ann be put on a month to month contract. Nicole is concerned the BID spent 15k and will be a waste if we don't execute. Will she be a 9-5 employee? Steve added Keith had inquired about her other obligations. Matt pointed out the Board all has businesses to run and don't have the time to devote to operating the BID office while finding a replacement. Susie added this will give us time to find the right person. Nicole stated it wasn't vetted the way we voted. Matt said she will report to the Board and we can monitor her performance and replace if needed.
 1. Susie motioned to:

Enter into a contract agreement with Mary Ann Senske/McGlynn Events effective 8/1/17 – and up to 12/31/17 as the temporary BID Manager.

The BID Manager will report directly to this committee and will be paid the budgeted salary of the BID Manager position. This will include the events set for the remainder of the calendar year.

The personnel committee will meet with the BID Manager every 30 days. The BID Manager will have the office assistant update the event procedures including a timeline by 8/31/17.

The personnel committee will start the process of finding a permanent BID Manager including job positing, interviewing, etc. With a proposed hire date no later than 1/2/18.

With this agreement the board of directors vote to accept the current BID Managers resignation effective 7/31/17 can be executed.

Dick seconded. All in favor with Nicole abstaining. Motion passed.

- b. Steve motioned to retain Susan as a consultant as needed for the transition, Matt seconded. Steve was for the rest against. Motion failed.

V. City Council Comments: Councilpersons Brenden, Peterson & Posey – not present

VI. Board Comments/Announcements -

- a. Bob announced on Oct. 21st the first 2 blocks of 5th Street will be closed for an International Surfboard Builders Hall of Fame Event.

VII. Adjourned – Meeting adjournment at 9:36. Next meeting: Thursday, August 10th, 9:30 AM at the HB International Surfing Museum.

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 according to the Brown Act. Questions on agenda items may be directed to BID Manager at 714-536-8300.