

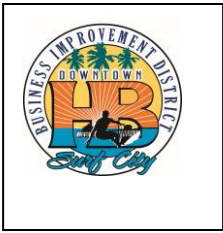


**2018-2019
BID BOARD of DIRECTORS MEETING MINUTES**

Date: March 14, 2019
Location: HB Art Center
538 Main Street
Huntington Beach, CA 92648

Day: Thursday
Time: 9:00 AM

<p>1. Call to Order 9:00am</p>
<p>2. 2018-2019 Board of Director's Roll Call Board Members Present: Dave Shenkman, Brett Barnes, Kate Leigh, Moe Kanoudi, Mike Williams, Michelle Vespe, Murat "Coach" Koc, and Danny Othman. Absent: Susie Worthy and Past President: Matt Peterson. HBDBID Staff: Darci Henderson</p>
<p>3. Public Comments Jack Clapp owner of Dwight's and Jack's Beach Concessions stated he has had a family run business for years. He wanted to express his frustration with his BID fees going from \$300.00 to \$900.00. Pat Rogers with 5th and PCH shared the merchants are either slow or closing early on Tuesday. Pat is hoping to work with the BID to activate vendors on 5th St during Surf City Nights. A resident would like to propose a no smoking ban downtown Huntington Beach.</p>
<p>4. Event Presentation a. Julie Tait with NCSF (National Cartoon Society Festival) will present information about this event coming in May to Huntington Beach Downtown. i. Julie Tate with NCFS presented all aspects of the upcoming May event to the Board.</p>
<p>5. Approve Minutes a. Recommendation: Adopt the Minutes of the February 14, 2019 Board Meeting. Attachment 4a. i. Brett Barnes motioned to record and file the February 14, 2019 BID BOD Minutes, Mike Williams seconded. Vote 8-0.</p>
<p>6. Treasurer Report – Financials a. Information: Treasurer Kate Leigh will report on the current financial information provided by the CPA. Attachment 5a. i. Kate Leigh reported we are working on getting new reports from the accountant. Recommendation: Approve the January 2019 accountants' compilation report for the HBDBID, Surf City Nights, and Malco.</p>



- i. Mike Williams motioned to approve the January 2019 accountants' compilation report, Michelle Vespe seconded. Vote 8-0.

7. President Report

- a. Information: Dave Shenkman will provide a report on past month meetings and activities.
 - i. Dave Shenkman announced a HBPD general training on how to report a crime for BID Members. The presentation will be on April 3, 2019 from 4:30-6.
 - ii. Dave also met with Kelly Miller with Visit Huntington Beach about the continued partnership with the BID.
 - iii. Dave Shenkman and Moe Kanoudi met with Mike Daniel from Small Business Development Center to discuss ways to help the BID.

Committee Reports:

8. Budget and Finance

- a. Information: Chairperson Kate Leigh will report on information discussed at the committee meeting. Kate Leigh will provide task force updates.
 - i. Kate Leigh reported the assessment task force will be meeting with the City to address collection process. Kate also reported the bylaw task force is meeting soon.

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.
 - i. Darci Henderson reported going with a temp agency wasn't providing a good solution for the position so an ad was placed on indeed to hire an admin assistant.
 - ii. Darci reported the BID new website should go live tomorrow.

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.
 - i. Darci Henderson reported Surf City Nights had another rain out in March.
 - ii. Darci reported she turned the application for Main St for the Air Show.
 - iii. Darci stated she is working on Chili at the Beach.

Other:



11. Interim Bonus for Darci Henderson

- a. Information: Darci Henderson has assumed additional responsibilities since the resignation of BID Manager Marianne Tonjes.
 - i. Moe Kanoudi questioned the additional work and hours Darci was performing. Dave Shenkman summarized work load. Kate Leigh added additional duties Darci was performing. Moe didn't agree to the raise across the board for all hours worked. Discussion continued.

Recommendation: Approve interim bonus of an additional \$10.00 per hour worked retroactive to the resignation date of Marianne Tonjes. To continue until the replacement of a new BID Director.

- i. Brett Barnes motioned to approve \$10.00 additionally when performing BID Manager duties with any overtime at the higher rate, Moe Kanoudi seconded. Vote 8-0.

12. Security RFP

Susie Worthy arrived.

- a. Information: The BID received two proposals for security that have been distributed to the Board. See attachment 12a.
 - i. Dave Shenkman reported we received a proposal from Allied Universal and PACWEST. The proposal from EES was late and we did not receive one from Big Tony.
 - ii. Kate Leigh shared she has fired Allied 3 times due to bad training.
 - iii. Board discussion concluded we need to check references especially from other BID's.

Recommendation: Discussion and approval of one the two submitted proposals.

- i. Michelle Vespe motioned to table the vote, Murat "Coach" Koc seconded. Vote 9-0.

13. Use of BID Banners

- a. Information: NCSF has requested the use of banner space on Main Street at their own expense. Visit HB is also requesting the use of banner space for the Surf City Shuttle.
- b. **Recommendation:** Discussion and approval of the use of banner space for NCFS at their expense.
 - i. Kate Leigh motioned to approve the use of banner space at the expense of NCFS, Danny Othman seconded. Vote 9-0.



- c. **Recommendation:** Discussion and approval of the use of banner space for Visit HB at their expense.
 - i. Michelle Vespe motioned to approve the use of banner space at the expense of VHB, Mike Williams seconded. Vote 9-0.
- d. The Board concluded there needs to be a task force to establish a use of banner policy regarding who can use them, how many may be used. Task force will also address the second set of banners already paid for.

14. 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.
 - i. Nothing to report.

15. Announcements none

16. Adjournment

Danny Othman motioned to adjourn the meeting, Kate Leigh seconded. Meeting adjourned at 10:12 am. Vote 9-0

The next HBDBID Board Meeting is April 11, 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 3rd 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 or 714-536-8300.