



**2021-2022  
BID BOARD of DIRECTORS AGENDA**

Date: November 18, 2021  
Location: Visit Huntington Beach  
155 Fifth St., Suite 111  
Huntington Beach, CA 92648

Day: Thursday  
Time: 9:00 AM

**PLEASE REVIEW VHB POLICIES:** In order to ensure adequate social distancing, the Board agrees to comply with Visit Huntington Beach's safety requirements: Everyone will be asked a series of screening questions at the front desk before signing in and being escorted straight to the conference room. All attendees must wear their mask the entire time. Chairs can't be moved from their current position. 10 people can fit around the table and up to 8 others can sit in designated seats around the perimeter of the room. We ask that no one congregate outside the conference room before or after the meeting and parking validation isn't included. No food or drink is allowed. In-person attendance is limited. A zoom link is provided for expanded participation.

**SPECIAL NOTICE REGARDING COVID-19**

On March 04, 2020 Governor Newsom proclaimed a State of Emergency in California as a result of the threat of COVID-19. On March 17, 2020, Governor Newsom issued Executive Order N-29-20 which allows a local legislative body to hold public meetings via teleconferencing, and to make public meetings accessible telephonically or otherwise electronically to all members of the public seeking to observe and to address the local legislative body. Pursuant to Executive Order N-29-20, please be advised that some members of the Downtown Huntington Beach Business Improvement District Board and or Staff may participate in this meeting telephonically or electronically.

**PUBLIC PARTICIPATION/AUDIO/VIDEO ACCESS TO BOARD MEETINGS:** Pursuant to Executive N-29-20 and given the current health conditions, members of the public are encouraged to access the meeting live on-line at zoom.

Topic: BID BOD Meeting Nov. 18, 2021  
Time: Nov 18, 2021 09:00 AM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82632641439?pwd=WnNBdFlhQXN3YUZkdFJqQ1B1dJN1Zz09>

Meeting ID: 826 3264 1439

Passcode: 064831

One tap mobile

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**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 [hbbidexec@gmail.com](mailto:hbbidexec@gmail.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 on later than 4:00PM Tuesday, November 16, 2021 in order to ensure inclusion into and read during the meeting.

## **Call to Order**

## **Roll Call**

Board Members: Brett Barnes, Stuart Goldberg, Kelly Miller, Jim Hall, Peter Townend, Bob Bolen, Janice Tugaoen, Mary Eikenbary, and Nate Bernal.

HBDBID Staff: Sarah Kruer and Jaime Strong

### **1. Approve Minutes**

Review Meeting Minutes from the October 14, 2021 Board Meeting

**Recommended Action:** Record and file meeting minutes from October 14, 2021 Board Meeting

### **2. Treasurer Report-Financials**

Treasurer Kelly Miller will report on the current financial information provided by the CPA.

**Recommended Action:** Record and file October accountants' compilation report for HBDBID.

### **3. President's Report**

President Brett Barnes will provide an update on Downtown matters.

### **4. Finance Training – Modified Cash Basis Accounting**

Melissa Knudtson, Partner in McGinty, Knudtson & Associates, explains BID accounting methods.

### **6. Committees and Task Forces**

The BID will reconvene two Committees – blending Finance & Governance and Marketing & Events – starting January 2022. BID Board Members and Stakeholders are invited to express their interest in participation in either committee. The ByLaws do not specific a specific number of Committee members, so the BID will aim for a min. of 5.

**Recommended Action:** Discuss and approve directing BID staff to announce the two blended committees which will commence in January 2022. Expressions of interest will be accepted from Nov. 18 – Dec. 2. Committees will be announced at the December BID BOD meeting.

### **7. Code of Ethics**

The BOD are asked to sign the Code of Ethics.

**Recommended Action:** Discuss and approve signing the Code of Ethics.

### **8. Downtown Urban Design Study: Main Street Scenarios**

Discuss City Council vote from 11/16/21.

**Recommended Action:** Discuss and approve continued collaboration between the BID stakeholders and City Staff based on the Council's vote.

### **9. Staff Reports: BID Executive Director -Sarah Kruer and BID Marketing Manager – Jaime Strong**

### **10. City of Huntington Beach Update**

A representative from the City of Huntington Beach will provide an update on important issues regarding the Downtown Business Improvement District.

**11. HBPD Update**

A representative from H.B.P.D will provide an update on issues regarding the Downtown Business Improvement District.

**12. Announcements**

**13. Adjournment**

The next HBDBID Board Meeting is Thursday, Dec. 9<sup>th</sup> at 9:00 a.m. In-person and zoom options will be provided.