

**2017-2018**  
**Huntington Beach Downtown BID**  
**Finance, Budget, and Governance Committee Special**  
**Meeting Minutes**

Date: April 2, 2018  
Location: Shorebreak Hotel (in front of check-in)  
500 PCH  
Huntington Beach, CA 92648

Day: Monday  
Time: 9:30 a.m.

1. Call to order at 9:40 am:
2. Roll Call: Mike Williams, Kate Leigh, David Shenkman, Jen Williams  
Staff present: Marianne Tonjes
3. Public Comments:
4. Approve Agenda. Jen Williams made the motion and Dave Shenkman seconded.
5. Approve Minutes of the March 12, 2018 Committee Meeting-Amend to add that Dave Shenkman was present as public since he wasn't officially on the committee at that time.

Motion made by Jen Williams and Seconded by Dave Shenkman.

6. 2017 -2018 Modified Budget to reflect the shortened fiscal year.

Information: The committee discussed the shortened fiscal year through June 30, and will make a recommendation to the BOD to approve the budget.

7. 2018-2019 Budget process.

Information: Discuss consolidating some of the budget items so that the BID can be more cost effective and make a recommendation to the BOD.

Motion to table by Dave Shenkman and seconded by Jen Williams.

8. Staffing cost for events

Information: The committee discussed requesting that BID staff hours and the number of volunteers needed to plan, and execute, events be included in each event plan.

They discussed recommending to the Board a motion regarding whether event plans should be submitted to the Finance Committee for financial review prior to being submitted to the Board of Director's for approval.

**Items number 9 – 11 tabled until next meeting. Motion made by Kate Leigh and seconded by Dave Shenkman.**

9. BID and SCN contracts.

Information: Discuss the terms of each contract and make recommendation(s) to the BOD

10. SCN and BID Events.

Information: Discuss policy for appropriate products to be displayed and sold at SCN and BID events a make a recommendation to the BOD.

11. SCN rules and regulations.

Information: Discuss and recommend SCN rules and regulations to the BOD.

12. Adjournment. The meeting was adjourned at 11:20 a.m.

Motion made by Kate Leigh and seconded by Jen Williams.