

**Fourth of July Executive Board  
Wednesday, January 6, 2021  
6:00 PM - Regular Meeting  
MINUTES**

**City of Huntington Beach  
2000 Main Street  
Huntington Beach, CA 92648  
Room B-8, Lower Level**



ERIK PETERSON, Council Liaison  
MIKE POSEY, Council Liaison

CHRIS COLE, Staff Liaison  
STACEY HOFFER, Consultant  
STEVE CLAYTON, Contractor  
RYAN HEIL, Contractor

ANDI KOWAL, Chair  
LINDA VIRCKS, Vice-Chair  
PAT LOVE, Board Member  
KAREN PEDERSEN, Board Member  
CHRIS YOUNG, Board Member

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**SPECIAL NOTICE REGARDING COVID-19**

On March 4, 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 Fourth of July Executive Board and/or City staff may participate in this meeting telephonically or electronically.

**PUBLIC PARTICIPATION/AUDIO/ELECTRONIC ACCESS TO THIS MEETING:**

Pursuant to Executive N-29-20 and given the current health concerns, members of the public are encouraged to access this meeting virtually by following the instructions provided below. This meeting will be hosted as a Zoom webinar only and will not be recorded, streamed live, or broadcasted on cable television.

The public may attend the virtual Zoom webinar by calling (669) 900-6833, and entering Zoom Webinar ID: 959 2734 9841 or copy and paste this link into your browser:  
<https://huntingtonbeach.zoom.us/j/95927349841>

**PUBLIC COMMENTS INSTRUCTIONS:**

To ensure the public's right to fully participate in providing meaningful public comments at this meeting of the Fourth of July Executive Board: Submit written comments on agenda or non- agenda items to [gomez@surfcity-hb.org](mailto:gomez@surfcity-hb.org) (reference Fourth of July Executive Board and the Agenda Item) by 2:00 PM the day of the meeting.

Each person can submit one communication of 150 words or less. If you would like your e-comment read aloud at the meeting, you MUST indicate so in your email; otherwise, all written communications will be forwarded to the Fourth of July Executive Board, but not read aloud, as received prior to the meeting.

## **CALL TO ORDER**

Chair Kowal called the meeting to order at 6:02 pm, at which time a quorum was met.

## **ROLL CALL - Kowal, Love Pedersen, Vircks, Young**

Others in Attendance: Clayton (Contractor); Heil (Contractor); Newton (Consultant); Moreno (Member-at-Large) Chris Cole (Staff Liaison); Janice Van Mullem (Fire); Gomez (Staff); Tennessen (Staff)

## **PUBLIC COMMENTS - Written public comments received prior to the meeting will be read at this time.**

NONE

## **APPROVAL OF MINUTES**

1. Request approval of the December 2, 2020 meeting minutes.

Pedersen motioned to approve the minutes as written with Young seconding the motion.

## **INFORMATIONAL ITEMS**

1. Contractor's Event Update - (Soundskilz) - Clayton and Heil reported on the deck for donors, the beer garden, and the HSS logo meeting.
2. Consultant's Event Update - Newton reported on the KABC meeting and reaching out to previous sponsors.
3. Board Member and Staff Event Updates - Moreno reported on website and marketing efforts.
4. Event Sponsorships - Discussion on past and potential new sponsors.

## **ADMINISTRATIVE ITEMS**

1. Bylaws Draft Review - Staff and Board Members will review the revised bylaws draft with the intention of finalizing the recommendations. If the recommendations are approved, the Board may take action and vote to adopt the final draft. If further revisions are necessary, the Board will take action at a future meeting.

Board members reviewed a draft of the bylaws provided by Chair Kowal and samples provided by Cole. This item will be held over until the Board has had a chance to review all items and revised the draft bylaws.

## **MEMBER AND STAFF COMMENTS**

None

**ITEMS TO BE AGENDIZED**

1. Draft Bylaws Review
2. Event Sponsorship 101 / Sponsorships Update
3. HSS Sponsorship
4. Fund Balance and Supporting Documents
5. Policies and Procedures
6. Event Logos

**ADJOURNMENT**

The next meeting of the Huntington Beach Fourth of July Executive Board is scheduled for Wednesday, February 3, 2021, at 6:00 PM in the Community Services Conference Room, 5th Floor, Civic Center, 2000 Main Street, Huntington Beach, California.

Internet access to the Huntington Beach Fourth of July Executive Board agenda and staff report material is available prior to the Fourth of July Executive Board's meetings at:  
<https://huntingtonbeach.legistar.com>

MEETING ASSISTANCE NOTICE: In accordance with the Americans with Disabilities Act, services are available to members of our community who require special assistance to participate in public meetings. If you require special assistance, 48-hour prior notification will enable the City to make reasonable arrangements for an assisted listening device (ALD) for the hearing impaired, American Sign Language interpreters, a reader during the meeting and/or large print agendas. Please contact the Charlene Gomez at 714-536-5434 for more information, or request assistance from the staff at the meeting.