

Serving Properties on Central Avenue from Vernon Avenue to Washington Boulevard
323-230-7070 p | bid@centralavenuehistoricdistrict.org

Executive Committee and Board Meeting Agendas September 4, 2019

(Posted August 28, 2019)

Executive Committee Meeting – 10:00 am

Location: A Place Called Home, The Bridge, 2901 S. Central Avenue, Los Angeles CA 90011

Board Meeting – 11:30 am to 1:30 pm

Location: The New9th Constituent Center, 4301 S. Central Avenue, Los Angeles, CA 90011

Central Avenue Historic Business Improvement District Board of Directors

Executive Officers

- **Dani Shaker, President** - *People's Union, LLC, Historic Liberty Savings Property*
- **Jonathan Zeichner, Vice President** - *Executive Director, A Place Called Home*
- **Monica Mbeguere, Treasurer** - *Alfred Smith Property*
- **Mark Wilson, Secretary** - *Executive Director, Coalition for Responsible Community Development*

Members

- **Priscilla Al Uqdah, Member** - *Clara Muhammad School National Alumni Association*
- **Clent Bowers, Member** - *Trustee, Bowers Retail Complex*
- **Jerrel Abdul Salaam, Member** - *Masjid Bilal Islamic Center*
- **Noreen McClendon, Member** - *Executive Director, Concerned Citizens of South Central Los Angeles*
- **Councilman Curren D. Price, Jr., Member** - *The New 9th*
- **Jhonny Vera, Member** - *All Famous Barber Shop*
- **Akeemi Croom, Member** - *Croom Family Building*
- **Ramin Halavi, Member** - *Halavi Family Properties*

CAHD Management Consultant - *Urban Design Center*

Join the CAHD Board Meeting Via Conference Call: (712) 770-4751 Access Code: 414060
Board Meeting Documents will be Available on the Website: www.CentralAvenueHistoricDistrict.org

Translation Services | Servicios de traducción | 번역 서비스

- Please call 323-230-7070 24-hours before the board meeting to request translation services.
- Por favor llame al 323-230-7070 24 horas antes de la junta directiva para solicitar servicios de traducción.
- 이사회 회의 24 시간 전에 전화 323-230-7070 로 전화하여 번역 서비스를 요청하십시오.

Public Comment is an opportunity for public comment to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on subjects not appearing on the agenda. As a covered entity under Title II of the Americans with Disabilities Act, the Central Avenue Historic BID does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting our office at [ph. 322-230-7070](tel:322-230-7070) or email bid@centralavenuehistoricdistrict.org.

Central Avenue Historic District

Executive Committee Meeting Agenda

Items for review, discussion and approval:

- I. Review Minutes from August 13, 2019 Special Executive Committee & Board Meeting
- II. Discuss proposal for Akeemi to work for UDC as interim administrative assistant
- III. Discuss UDC Management contract completion plan
- IV. Knowledge transfer strategy update on team roles, responsibilities and contracted tasks
- V. Discuss Board Member's request to increase Board Meetings to occur once a month
- VI. Discuss UDC request for Board of Directors to Enforce its Code of Conduct
- VII. Discuss schedule for Annual Meeting, Board Retreat, and Nomination & Elections Meetings

Central Avenue Historic District

Board Meeting Agenda

- I. **Welcome:** Dani Shaker, President - 2 min
- II. **Los Angeles Police Department** – Newton Division - 3 min
- III. **To-do List Update** from previous month's work efforts: Jonathan Zeichner, Vice President - 5 min
See Attached Worksheet
- IV. **Public Comments** – 6 minutes with 2 minutes maximum per presenter. No Board action taken unless item is included on the Board agenda
- V. **Minutes:** Review and Approve May 1, 2019 Board Meeting Minutes: Mark Wilson, Secretary **NOTE:** Please review minutes prior to meetings - 5 min
- VI. **Financial Reports:** Discussions, Approvals and Actions: Monica Mbeguere, Treasurer - 15 min
 - A. Review draft 2017 amended IRS 990 and 2018 IRS 990 Due November 15th
 - B. Review Statement of Activity for period ending August 2019
 - C. Discuss response to City Clerk regarding \$33,721.61 invoice recaptured
 - D. Review response for the 2019 Planning Report, including Rollover Expenditure Plan
 - E. Review draft 2020 Planning Report including Rollover Expenditure Plan due November 1st
 - F. Discuss submittal of invoice for \$4,365.14 in General Funds to City Clerk
 - G. Review Steering Committee Review of Renewal Budget and Process
 - H. Schedule Financial Report/Audit Committee Meeting of Board Members in preparation of the City Clerk's May 1, 2020 Financial Report due date and the May 15, 2020 Form 990 due date
- VII. **Standing Executive Committee** Reports, Discussions, Approvals and Actions: Members: Dani, Jonathan, Mark and Monica - 5 min

- VIII. **Standing Branding, Business Development and Events Committee** Discussions, Approvals and Actions: Members: Priscilla, Clent, Monica, Jerrell and Jhonny - 15 min
- A. Status update and implementation timeline for Business Development
 - B. Discuss Halloween branded bag purchases for distribution through businesses
 - C. Discuss Halloween promotions in 3rd Quarterly Newsletter
 - D. Discuss Holiday branded bag promotion for distribution through businesses
- IX. **Ad Hoc Central Avenue Resiliency Committee** Discussions, Approvals and Actions: **Members:** Dani, Noreen, Clent, Monica, Meschellia and Griffin - 15 min
- A. WiFi installation update.
 - B. Camera installation update
 - C. Double Pole Banner Installations - Theme Honoring the Past, Empowering the Future. Highlight Historic part of name as per Mr. Bower's request.
 - D. Permanent CAHD light pole signs identifying the District status.
 - E. Central Avenue Historic District Street Gallery Wall Board Installations on various buildings
 - F. Branding Monument Signage Concept for Vernon Avenue, Martin Luther King, Jr. Boulevard, Jefferson Boulevard, Adams Boulevard and Washington Boulevard. Historic part of name as per Mr. Bower's request.
- X. **Ad Hoc Nominations Committee** Discussions, Approvals and Actions: 3 min
Members: Jonathan, Monica, Clent and Priscilla.
- A. Schedule Board nominations and election date
 - B. Determine Board Terms
- XI. **Management Report** Discussions, Approvals and Actions: Sherri Franklin, Urban Design Center – 10 min
- A. City Clerk Quarterly Reports and Newsletters
 - B. Ambassador Program: Concerned Citizens of South Central Los Angeles Ambassador Program Report - Community Engagement Consultant Dr. Meschellia Johnson and Ambassador Supervisor Marlan Oliver
 - C. Discuss Moving Ambassadors to CCSCLA and Closing Central Ave office by October 31, 2019
 - D. Clean Streets Program: Coalition for Responsible Community Development – Supervisor Felix Cruz
 - E. Discuss CRCD's request for monetary increase (please see attached proposal from CRCD)
 - F. Discuss plan to transfer phone line to remote access and online accounts to a CAHD debit or credit card
 - G. Discuss BID Consortium meeting and important issues report

- XII. **CAHD Renewal Formation Committee Update** – 25 min
- A. Discuss Renewal Steering Committee Meeting to review draft Management District Plan, Budget and Assessment Formula and the draft Engineer’s Report
 - B. Discuss Renewal Petition Drive outreach strategy scheduled to commence in November. Board Members and Councilmember Price sign-up to make calls to property owners
- XIII. **Review New To-Do List** and Confirm Deadlines/Who is Responsible - 5 min
- XIV. **Upcoming Ad-Hoc Committee Meeting Dates:** Upon determine of the BIDs new structure, determine dates for committee meetings, if necessary. NOTE TIME CHANGE to 4:00 pm to 6:00 pm to accommodate evening hour opportunity for people to attend CAHD meetings Location: CAHD Office, 2508 S. Central Avenue, Los Angeles, CA 90011. Also note availability of Hollywood Housing new a Paul Williams affordable housing development on the former Angeles Funeral Home site on Jefferson at Central Avenue
- XV. **Next Board Meetings:** The following board meeting would be September 4th.
- XVI. **Adjourn:** Refreshments Served

CAHD 2019 To-Do List as of August 28, 2019
(Blue font indicates completed or moved off list)

Action Item	Date Added	Status as of Agenda Posting on March 5th, 2019
Meet and greet and implement a survey for BID renewal	Nov 16, 2018	Update: Scheduled to commence in November
Give letter to Mike for LADOT on meters, light synchronization, diagonal parking on 28 th	Nov 16, 2018	No progress
Determine hot spot locations for the cameras and develop estimated cost	Jan 9, 2019	Completed. See list of locations and chair and table placements.
Outreach to businesses BID can promote on Facebook and Website or set-up sites	Nov 16, 2018	Completed.
Street activation plan for canopies	Nov 16, 2018	Completed. Being ordered.
Clean Streets report: add per block graffiti clean-up number	Nov 16, 2018	Completed. See report.
Get prices from Spectrum and ATT for WiFi	Nov 16, 2018	Completed. Recommending Spectrum. See report.
Client will provide details on performers for Jazz Festival	Nov 16, 2018	Presented details for Ethel Waters at 1/9 Board Meeting. Item moved to the event committee agenda.
Finalize Urban Design Center Management Contract	Nov 16, 2018	Completed. Approved 1/9/19 at Executive Committee and Board Meeting. Jonathan to review minor corrections with UDC.
Finalize Urban Design Center BID Renewal Formation Contract	Nov 16, 2018	Completed. Approved 1/9/19 at Executive Committee and Board Meeting.
Expedite rollover expenditure plan and Annual Planning Report	Nov 16, 2018	Completed. Approved 1/9/19 at Executive Committee and Board Meeting. See progress report

Finalize Clean Streets contracts CRCD	Nov 16, 2018	Completed. Approved during 1/9/19 Executive Committee meeting.
Finalize Ambassador contract with Noreen	Nov 16, 2018	Completed. Approved during Executive Committee Meeting 12/19

2019 Central Avenue Historic Business Improvement District Calendar

Meetings, Business Filings, Events and Promotions

August	Information	Notes
1	Community Police Advisory Board Meeting - 12:00 pm	
6	National Night Out Promotions	
8	BID Consortium Meeting - 12:00 pm	
21	CAHD Committee Meeting – 4:00 pm - 6:30 pm	
21	CAHD Renewal Steering Committee Meeting - 6:00 pm to 7:00 pm	