

Serving Properties on Central Avenue from Vernon Avenue to Washington Boulevard
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Special Executive Committee & Board Meeting, and Joint CAHD Renewal Steering Committee Agendas October 2, 2019

(Posted September 30, 2019)

Special Executive Committee Meeting – 10:00 am

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

Special Board Meeting – 11:00 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

Members In Attendance

- Dani Shaker
- Jonathan Zeichner
- Mark Wilson
- Clent Bowers
- Jerrel Abdul Salaam
- Noreen McClendon
- Jhonny Vera
- Monica Mbeguere
- Erica Castillo

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

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- 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:323-230-7070) or email bid@centralavenuehistoricdistrict.org.

Central Avenue Historic District

Executive Committee Meeting Agenda

Items for review, discussion and approval:

- I. Discuss appointment of interim treasurer, management of treasury duties and takeover of checkbook
- II. Discuss management of board secretarial duties
- III. Review Minutes from September 4, 2019 Executive Committee & Board Meeting
- IV. Discuss budgetary increase regarding CRCD
- V. Discuss letter submission for Code of Conduct breach regarding Priscilla Al Uqdah
- VI. Discuss removal of board member Ramin Halavi for non-compliance with attendance mandate on By-laws
- 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
Absent
- 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
(Eugene)
 - Request that the Board read the guidelines in the Brown Act
 - Informs the Board that there is a misconception amongst members/management on how general assessment funds can be used.
- V. **Minutes:** Review and Approve September 4, 2019 Board Meeting Minutes: Mark Wilson, Secretary **NOTE:** Please review minutes prior to meetings - 5 min
(Dani)
 - Motions to approve minutes

Board Approves
- VI. **Financial Reports:** Discussions, Approvals and Actions: Treasurer with assistance from CAHD Management Consultant, UDC- 15 min
 - A. Appointment and election of interim treasurer
(Dani)
 - Jhonny has self-nominated himself to be interim treasurer
 - B. Discuss Audit Committee review of draft 2017 amended IRS 990 and 2018 IRS 990 Due November 15th, conducted on September 20, 2019
(Sherri)
 - An assessment is being done to determine which property owners have paid the 2017 tax assessment
 - Amendment will be made to 2017 Form 990 to show cash in/cash out
 - Audit committee needs to plan an audit meeting 2 weeks from today with Samyr to review and approve new Form 990

C. Discuss status of updated Statement of Activity for period ending August 2019

(Sherri)

- All deposits and expenses are located in the Google Drive

D. Discuss status of recaptured funds of \$33,721.61 by City Clerk

(Sherri)

- BID needs recaptured funds to complete task and pay out contracts for projects designated for the 2020 fiscal year.

(Eugene)

- Request that Board reads Section 2.7 of contract with the City regarding use of rollover funds
- BID is late on invoice and not in compliance

E. Discuss status of the 2019 Planning Report, including Rollover Expenditure Plan

F. Discuss status of draft 2020 Planning Report including Rollover Expenditure Plan due November 1st

G. Discuss status for the following City Clerk Invoices:

1. \$4,365.14
2. \$10,532.58
3. \$17,979.58

H. Discuss obtaining debit and credit card for account

VII. **Standing Executive Committee** Reports, Discussions, Approvals and Actions:

Members: Dani, Jonathan, Mark and Monica - 5 min

A. Discuss letter submission for Code of Conduct breach regarding Priscilla

(Akeemi)

- Presents testimony pertaining to Priscilla Al-Uqdah's violation of Code of Conduct
- Raises motion to remove Priscilla from Board

In Favor

Noreen

Dani

Jonathan

Erica

Mark

Abstain

Jerrel

Monica

Clent

Jhonny

B. Discuss board removal of Ramin Halavi for non-compliance with attendance mandate in By-laws

C. Discuss schedule for Annual Meeting and Board Retreat

(Jonathan)

- Executive Committee proposes that Annual Retreat agenda should include determining whether or not the Board should and if so, in what capacity
- Requesting assistance from Eugene/City to facilitate the meeting and help determine in what format can the Board continue

(Dani)

- Options for the Board to consider are as follows:
 1. Reducing services to clean streets

2. Allowing another non-profit to manage the BID
3. Dissolve the Board

- Councilman Price has resigned from the Board, effective immediately (10/02/2019)
- Annual Retreat has been scheduled for 10/16/2019 with a tentative time and location of 9am through 12 pm

Priscilla- Opposition
Board- All in favor

VIII. **Standing Branding, Business Development and Events Committee** Discussions, Approvals and Actions: Members: Priscilla, Clent, Monica, Jerrell and Jhonny - 15 min

- A. Status update regarding clarification from the City regarding Economic Development and Business Retention services

(Eugene)

- The BID may support business development as long as it's not specific to one business

IX. **Ad Hoc Central Avenue Resiliency Committee** Discussions, Approvals and Actions: **Members:** Dani, Noreen, Clent, Monica, Meschellia and Griffin - 15 min

- A. Double Pole Banner Installations – Timeline and Schedule
- B. Permanent CAHD light pole signs identifying the District status.
- C. Identification and Wayfinding 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.
- D. Additional tree planting to add to the existing 28 trees
- E. Contract with LAM and Coalition for Responsible Community Development to build and plant planters

X. **Ad Hoc Nominations Committee** Discussions, Approvals and Actions: 3 min
Members: Jonathan, Monica, Clent and Priscilla.

- A. Board nominations
 1. Determine nomination period
 2. Discuss outreach
 3. Determine election date
- B. Determine Board Terms

XI. **Management Report** Discussions, Approvals and Actions: Sherri Franklin, Urban Design Center – 10 min

- A. Discuss CRCD's request for monetary increase (please see attached proposal from CRCD)

(Felix)

- Presents to Board CRCD responsibilities that warrants a contract increase

(Jonathan)

- Confirms that current budget for 2019 is \$105k
- Confirms that CRCD is requesting that budget be increased from \$105k to \$184,500k for the 2020 fiscal plan

- Confirms a \$19k increase for October, November, December 2019
- Makes a motion to increase current contract from \$87,050 per month to \$115,296.28 per month for the remainder of 2019

(Clent)

- Motions to improve contract increase

(Board)

- Unanimously approves

- B. City Clerk Quarterly Reports and Newsletters
- C. Ambassador Program: Concerned Citizens of South Central Los Angeles Ambassador Program Report - Community Engagement Consultant Dr. Meschellia Johnson and Ambassador Supervisor Marlan Oliver
- D. Discuss time and date of closure of office at 2508 S Central and commence of sub-leasing space at \$400/mo. at Los Angeles Metropolitan Churches
 - 1. Items not utilized by CAHD in the 2508 S Central office will be documented and donated to other non-profits
- E. Clean Streets Program: Coalition for Responsible Community Development – Supervisor Felix Cruz

XII. **Review New To-Do List** and Confirm Deadlines/Who is Responsible - 5 min

XIII. **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.

XIV. **CAHD BID Renewal Steering Committee Meeting**– Discussions, Approvals and Actions: Sherri Franklin, Urban Design Center – 25 min

- A. Discuss term of BID renewal period for a minimum of 5 years up to 10 years
- B. The addition of economic development and business retention services to the management program.
- C. Review draft three and vote on the Management District Plan which includes edits provided to the second draft by City Clerk
- D. Discuss Renewal Petition Drive outreach strategy scheduled to commence in November, in conjunction with the CAHD Annual Meeting. Board Members and Councilmember Price sign-up to make calls to property owners

XV. **Next Board Meetings:** The following board meeting would be November 5th .

XVI. **Adjourn:** Refreshments Served

Meeting Adjourned: 1:29PM