



Board Meeting Agenda

Tuesday November 16th, 2021

I. CALL TO ORDER

II. ROLL CALL

III. CONSENT ITEMS

1. Approval of Minutes from Previous Meeting (Brian)
2. Receive & File Financial Report (Treasurer)
 - a. Do we need to create an annual budget for 2022?

IV. UPDATES

1. Redondo Beach Police Dept (Dinah Lary)
2. Waterfront & Economic Development (Stephen Proud, Laurie Koike)
3. Public Works (Michael Klein)
4. Social Media Manager (Kathleen Fisher)
 - a. Social Media update
 - b. Paid campaign update
5. Holiday Valet Service Plan (Kathleen)
6. Farmers Market
7. Recovery Committee & Parklet Enforcement (Cris Bennett)
 - a. Kalavaras
8. Events Director (Kim Judy)
 - a. Next Mixer
 - b. Halloween Stroll Review Post-Cap
 - c. Holiday Stroll Plans
 - d. First Fridays

V. DISCUSSION & VOTING ITEMS

1. Parklet Program

- a. Midterm Plan delivered to City (attached)
- b. Motion to waive December Fees
- c. Proposal for Design Discussion

2. Administrative Assistance

- a. Discussion on creating Exec Assistant Position

3. Fourth of July Event & Summer Festival

- a. Keep Esplanade Beautiful submitting proposal
- b. Desire to have Summer Festival as same weekend
- c. Review Site Plan

4. Morgan Moore Donation Appropriation

VI. ONGOING ITEMS

- 1. Retractable Bollards Update -- None
- 2. WIFI by Charter/Spectrum -- None
- 3. Roundabouts beginning at Avenue I & Catalina -- None
- 4. Overhead Entry Archway/Signage at Elena/Avenue I & Catalina Ave/Palos Verdes Blvd & Esplanade/Avenue I -- None

VII. CITY LEADERSHIP UPDATES

- 1. City Council Member Nils Nehrenheim

VIII. PUBLIC COMMENT (Non-agenda items up to 3 minutes per individual):

IX. ADJOURNMENT

- 1. Next BID meeting schedule
- 2. Any agenda questions or additions, please email president@rivieravillage.net

CURRENT BOARD ROSTER

Bennett, Cris	Good Stuff, 1617 S PCH	
Diederich, Brian	Riviera Funding, 1801 S Catalina Ave Ste201	Secretary
Ginsburg, Jeff	Plaza Riviera, 1611 S Catalina Ave Ste115	
Gomez, Gregory	Property Owner, 1830 S Elena	
Horrell, Jessica	Horrell Realtors, 1860 S Elena Ave #B	Vice President
Judy, Kimberly	Card De A, 265 Avenida Del Norte	
McGaughey, Terry	McGaughey & Spirito, 116 Avenue I	
Novoa, Orlando	Kalihi, 1815 ½ S Catalina Ave	
Poage, Brian	The Aloha Bungalow, 1799 S Catalina Ave	
Russomano, Ralph	HT Grill, 1845 S Elena Ave Ste300	Treasurer
Sanford, Allen	Rockefeller, 1707 S Catalina	President

CURRENT VENDORS

Insurance

Chanell Jones

Bichlmeier Insurance Services, Inc.
Tel: 310-376-8854 X229
Email: chanellj@bisins.com
License #OB26427

Legal

Craig Weinstein
LAW OFFICES OF CRAIG D. WEINSTEIN
2381 Rosecrans Avenue, Suite 405
El Segundo, California 90245
(310) 798-4940 Phone

Accounting & Bookkeeping

Sara O'Conlon (Accountant)
sara3trees@gmail.com
(805) - 620-7509

Parklet Cleaning

John
info.pathtoclean@gmail.com

Farmers Market

Need contact

Plant Maintenance

Need contact

Digital Kiosk Maintenance

Pat Dacy
3V Signs
pat@3vsigns.com

RVA EVENT SCHEDULE

(see next page)

Revised 10/15/2021

Date	Event	Organizer	Details
9/4-5/2021	Sidewalk Sale	RVA	
9/18/21	LA Kings Annual 5K Fundraiser	LA Kings	8 AM. All proceeds benefit Kings Care Foundation. Street closures:, Catalina https://www.nhl.com/kings/community/kings-care/5k
10/20/21	RVA Merchant Mixer	H.T Grill	Once per quarter on 3rd Wed
10/31/21	Halloween Trick or Treat	Start to Finish Event Service	3-6PM
12/3-12/2021	Where's Narwhaldo Scavenger Hunt	RVA	Holiday themed. Game cards noting participating stores distributed the night before at Holiday Stroll
12/2/21	Holiday Stroll	TBD	5-9PM First Thursday after Thanksgiving
1/18/22	RVA Merchant Mixer	Restaurant TBD	Once per quarter on 3rd Wed
2/13/22	Super Bowl 10K/5K	?	Street closures:, Catalina, Vista Del Mar, Avenida del Norte https://redondo10k.com/ (date not confirmed) 6:30 AM - 11AM
3/20/22	St. Patrick's Day 5K / Village Runner	VR Promotions	Catalina street closure
4/20/22	RVA Merchant Mixer	Restaurant TBD	Once per quarter on 3rd Wed
6/24-26/2022	Summer Festival	VR Promotions	Last weekend of June
7/4/22	Fireworks & Festival	Bell Events	2-10 PM
7/4/22	29th Annual 4th of July 5k and Firecracker Dash / Village Runner	VR Promotions	(date may change based on fireworks) 6:30 AM - 11AM Catalina street closure
7/19/22	RVA Merchant Mixer	Restaurant TBD	Once per quarter on 3rd Wed
9/4-5/2022	Sidewalk Sale	RVA	Labor Day weekend
10/18/22	RVA Merchant Mixer	Restaurant TBD	Once per quarter on 3rd Wed

Riviera Village Association
Balance Sheet
As of October 31, 2021

	Total
ASSETS	
Current Assets	
Bank Accounts	
Opus Bank - RVA BID - 2990	211,246.54
Total Bank Accounts	\$ 211,246.54
Accounts Receivable	
Accounts Receivable	6,750.00
Total Accounts Receivable	\$ 6,750.00
Total Current Assets	\$ 217,996.54
TOTAL ASSETS	\$ 217,996.54
LIABILITIES AND EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
Accounts Payable	17,242.30
Total Accounts Payable	\$ 17,242.30
Total Current Liabilities	\$ 17,242.30
Total Liabilities	\$ 17,242.30
Equity	
Retained Earnings	125,426.14
Net Income	75,328.10
Total Equity	\$ 200,754.24
TOTAL LIABILITIES AND EQUITY	\$ 217,996.54

Friday, Nov 12, 2021 12:57:04 PM GMT-8 - Accrual Basis

Riviera Village Association
Profit and Loss
 July - October, 2021

		<u>Total</u>
Income		
BID Income		39,276.00
Farmers Market		2,500.00
Grant Revenue		15,000.00
Parklet Reimbursement Income		101,900.00
Total Income	\$	158,676.00
Gross Profit	\$	158,676.00
Expenses		
Administrative Expenses		
Insurance		
Liability Insurance		1,886.40
Total Insurance	\$	1,886.40
Marketing Expense		366.00
Professional Fees		
Accounting		837.50
Total Professional Fees	\$	837.50
QuickBooks Payments Fees		1,465.75
QuickBooks Software Fees		794.00
Storage Rent		1,196.00
Total Administrative Expenses	\$	6,545.65
Advertising		4,800.00
Marketing		4,147.83
Marketing		7,933.76
Social Media Manager		4,110.70
Website Expense		718.36
Total Marketing	\$	16,910.65
RVA BID Activities		
Beautification and Maintenance		
Landscaping		3,150.00
Parklet Barriers		37,190.36
Parklet Turf Cleaning		11,451.24
Pest Control		3,300.00
Total Beautification and Maintenance	\$	55,091.60
Total RVA BID Activities	\$	55,091.60
Total Expenses	\$	83,347.90
Net Operating Income	\$	75,328.10
Net Income	\$	75,328.10

Riviera Village Association
A/R Aging Summary
As of October 31, 2021

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total	
Crazy Fish (Joe Tomasello - Owner)				750.00		750.00	
PM Catalina LLC (Village Pizza)		1,500.00	1,500.00			3,000.00	
Rockefeller		1,500.00				1,500.00	Paid - 11/3/2021
Vida Modern Taqueria		1,500.00				1,500.00	
TOTAL	\$ 0.00	\$ 4,500.00	\$ 1,500.00	\$ 750.00	\$ 0.00	\$ 6,750.00	

Riviera Village Association
A/R Aging Summary
As of November 12, 2021

	Current	1 - 30	31 - 60	61 - 90	91 and over	Total
Crazy Fish (Joe Tomasello - Owner)		750.00			750.00	1,500.00
Creme de la Crepe		1,500.00				1,500.00
Daines & Dunbabin LLC (dba King Harbor Brewing)		1,500.00				1,500.00
Mente LLC (LOCALE90)		1,500.00				1,500.00
PM Catalina LLC (Village Pizza)		1,500.00	1,500.00	1,500.00		4,500.00
The REX Steakhouse		1,500.00				1,500.00
Vida Modern Taqueria		1,500.00				1,500.00
TOTAL	\$ 0.00	\$ 9,750.00	\$ 1,500.00	\$ 1,500.00	\$ 750.00	\$ 13,500.00

Friday, Nov 12, 2021 01:01:00 PM GMT-8

Riviera Village Association

A/P Aging Detail
As of October 31, 2021

DATE	TRANSACTION TYPE	NUM	VENDOR	DUE DATE	PAST DUE	AMOUNT	OPEN BALANCE
91 or more days past due							
07/30/2021	Bill	EXP073121B	Three Trees Consulting, Financial and Accounting Solutions	07/30/2021	105	341.25	341.25
07/30/2021	Bill	EXP07312021	Three Trees Consulting, Financial and Accounting Solutions	07/30/2021	105	75.00	75.00
Total for 91 or more days past due						\$416.25	\$416.25
61 - 90 days past due							
08/31/2021	Bill	EXP083121	Three Trees Consulting, Financial and Accounting Solutions	08/31/2021	73	243.75	243.75
08/31/2021	Bill	EXP08312021B	Three Trees Consulting, Financial and Accounting Solutions	08/31/2021	73	75.00	75.00
Total for 61 - 90 days past due						\$318.75	\$318.75
31 - 60 days past due							
09/30/2021	Bill	EXP093021B	Three Trees Consulting, Financial and Accounting Solutions	09/30/2021	43	252.50	252.50
09/30/2021	Bill	EXP093021	Three Trees Consulting, Financial and Accounting Solutions	09/30/2021	43	75.00	75.00
Total for 31 - 60 days past due						\$327.50	\$327.50
1 - 30 days past due							
10/20/2021	Bill	8176	Southern California Barricades	10/20/2021	23	4,678.00	4,678.00
10/28/2021	Bill	EXP10282021	Ralph Russomano	10/28/2021	15	407.76	407.76
Total for 1 - 30 days past due						\$5,085.76	\$5,085.76
Current							
10/29/2021	Bill	EXP10.31.2021	Start to Finish	10/31/2021	12	2,848.00	2,848.00
10/30/2021	Bill	IMABD8AE1664	Kathleen Fisher	10/31/2021	12	3,450.00	3,450.00
10/31/2021	Bill	EXP103121-B	Three Trees Consulting, Financial and Accounting Solutions	10/31/2021	12	260.00	260.00
10/31/2021	Bill	EXP103121	Three Trees Consulting, Financial and Accounting Solutions	10/31/2021	12	75.00	75.00
10/11/2021	Bill	8625663	Kathleen Fisher	11/03/2021	9	96.83	96.83
10/09/2021	Bill	202196	Path To Clean	11/09/2021	3	2,862.81	2,862.81
10/27/2021	Bill	NBP1560088 2-3	United States Liability Insurance Co.	11/12/2021	0	1,501.40	1,501.40
Total for Current						\$11,094.04	\$11,094.04
TOTAL						\$17,242.30	\$17,242.30

Riviera Village Association

Check Detail

October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
Bill.com Money Out Clearing						
10/05/2021	Bill Payment (Check)		Path To Clean	Inv #202166		-2,862.81
						-2,862.81
10/05/2021	Bill Payment (Check)		Kathleen Fisher	Inv #9-2021-RivV-katisme		-600.00
						-600.00
10/07/2021	Bill Payment (Check)		Path To Clean	Inv #202183		-2,862.81
						-2,862.81
10/13/2021	Bill Payment (Check)		Pacific Traffic Control	Inv #10/15/2021		-
						12,396.79
						-
						12,396.79
10/13/2021	Bill Payment (Check)		Kathleen Fisher	Inv #9-2021-RivV-katisme		-600.00
						-600.00
10/19/2021	Bill Payment (Check)		Kathleen Fisher	Inv #9-2021-RivV-katisme-2		-1.00
						-1.00
10/21/2021	Bill Payment (Check)		Ecolab Pest Elimination	Acct #RIVI0048-001 - Inv #5345717		-1,650.00
						-1,650.00
10/25/2021	Bill Payment (Check)		Bichlmeier Insurance Services, Inc.	Multiple invoices		-385.00
						-385.00
10/28/2021	Bill Payment (Check)		Lisa's Garden Therapy	Inv #4044		-1,050.00
						-1,050.00
10/29/2021	Bill Payment (Check)		HT Grill	Inv #10/20/2021		-366.00
						-366.00

Riviera Village Association

Check Detail

October 2021

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
Opus Bank - RVA BID - 2990						
10/01/2021	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	R	-185.00
				System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.		185.00
10/04/2021	Expense	EXP10042021	Pike Properties	Storage - Oct STORAGE - Oct	R	-299.00 299.00
10/07/2021	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	R	-42.75
				System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.		42.75
10/07/2021	Expense	EXP100721	Google	Google Apps Google Apps	R	-72.00 72.00
10/13/2021	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	R	-32.00
				System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.		32.00
10/14/2021	Expense		Intuit	Intuit Software Fee Intuit Software Fees	R	-14.00 14.00
10/19/2021	Expense		QuickBooks Payments	System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.	R	-97.50
				System-recorded fee for QuickBooks Payments. Fee-name: DiscountRateFee, fee-type: Daily.		97.50
10/27/2021	Expense		Intuit	Intuit Software Fee Intuit Software Fees	R	-80.00 80.00

Hello - Please have a read.

Thank you,

Kathleen Fisher
Social Media
Riviera Village Association
Voicemail or Text: 424.260.8386
www.rivieravillage.net



----- Forwarded message -----

From: **Stacey Timberlake** <stimberlake@rivierafinance.com>
Date: Wed, Nov 10, 2021 at 5:19 PM
Subject: RE: New submission from Contact Us
To: Riviera Village Association <info@rivieravillage.net>

No problem, thank you Kathleen.

To answer your question, no improvement. I'll try to be short. I talked to the police and they said they would respond when an incident is in progress. The gross incidents happen mostly during weekends or nights. We are a Mon-Fri office building. Riviera Cleaners gets the brunt of the trash and vomit. The Cleaners has talked to Kalaveras numerous times, to no avail. I sent an email to their main website and never received a response. We talked to a Manager several weeks ago (on a Monday) and pointed out all the cigarettes butts and their black paper napkins rings that were littered all over Riviera Cleaners. Zero emotion. I started off by saying that we want their business and all of the Village businesses to thrive, but respect to all businesses goes a long way. I mentioned adding sidewalk trash cans, outdoor cigarette receptacle, adding a smoking section instead of customers loitering in front of other businesses, posting a sign to their patrons to be courteous to neighboring businesses and property, zero comment from him. An example I gave him was that I captured on camera, 4 young men in the alley behind our building about 10:30pm(I made a police report). They came into view in the street between the cleaners and our building, presumably walking from Avenue I and headed to Catalina Ave. One of the men punched out our parking structure mirrors and one of them released an extra-long urination by the alley trash bin (presumable behavior due to alcohol consumption). He asked if the camera showed them leaving their restaurant and when I said no, he said he can't be responsible for what people do outside of his restaurant (which I understand) then he said to call the Police. He had no interest in being a good neighbor. I asked Wells Fargo Bank if they have had any unsightly behavior happen to their property. I was told that the vomit and beer bottles were so frequent in their parking lot that their property manager hired a company to clean the parking lot every morning. We found a large splatter of vomit containing typical salsa tomato bits on Monday Nov. 1st in front of our building where we walk to and fro. We have to pay our Janitorial service extra to clean matters like this. Kalaveras' alley trash bins are full to the brim and are open all the time, attracting seagulls for days at a time. There have always been restaurants on Avenue I. It wasn't until Kalaveras moved in that we are subject to this chronic behavior. We found rat droppings in our street level enclosed stairwell room. The pest control company found a rat nest. He said our building is dark and quiet at night which is preferred by birthing rats. We have buttoned up our building to prevent any further rodents getting inside, but now we have rat motels placed around our building and a monthly service to maintain them. We have worked in and have owned our building for 40 years. We have never had to deal with this type of constant behavior. We have never had any issues with rodents. Ants yes, rodents no. In general, we are finding more bottles, cans, trash, litter in our landscaping than ever before. I understand we have more Village visitors in general, which is great, but it would be nice if the City acknowledged the growth and provided tools to keep our Village a nice place to patronize. More security patrol would be nice too. I hate to sound like the "get of my lawn" neighbor, but these matters need to be addressed. Another example of Kalaveras' self-centered behavior. They posted a huge sign in front of their restaurant that read they were celebrating an anniversary, pretty sure it read Oct. 29th. I went to the Wells Fargo drive through ATM around 6:30p that night. I could barely get through the bank parking lot. It was over run with cars parked against walls, double parked, etc. The Monday following this event, I asked a bank employee if they were aware that their parking lot had been commandeered that night. They were not aware. I could go on and on.

Thank you for time.

Stacey

From: Riviera Village Association <info@rivieravillage.net>
Sent: Wednesday, November 10, 2021 1:37 PM
To: Stacey Timberlake <stimberlake@RivieraFinance.com>
Subject: Re: New submission from Contact Us