



## Board Meeting Agenda

Tuesday, August 16, 2022 at HT Grill, 1701 S Catalina Ave

I. **CALL TO ORDER**  
II. **ROLL CALL**  
III. **CONSENT ITEMS**

1. Approval of Minutes from July 2022 Meeting (Secretary) (**attachments Item #1**)
2. Receive & File Financial Report (Treasurer) (**attachments Item #2**)

IV. **GUESTS & UPDATES**

1. Redondo Beach Police Dept (Kyle Lofstrum)
2. Waterfront & Economic Development (Greg Kapovich, Laurie Koike)
3. Public Works (Michael Klein)
4. 2022 Riviera Village Summer Festival final financials (**attachments Item #3**)
5. Farmers Market Financial Report (**attachments Item #4**)
6. Recovery Committee & Parklet Enforcement (Cris Bennett)
7. Social media, marketing, bike parking art project (Kathleen)
8. Events Director (Kim Judy)
  - a. Sidewalk Sale 9/3 & 9/4
  - b. Updates 2022 Halloween/Holiday Stroll
  - c. Next Merchant Mixer, October 19, 2022, 6-8 PM, location TBD

V. **DISCUSSION & VOTING ITEMS**

1. Temporary Parklets Program

- a. Next steps in response to letter emailed and hand delivered to all parklets stakeholders regarding Resolution No. 2206-04 rate increase, payment transfer to City of RB \$2/SF, \$.36/SF to RVA and request to reply by August 15. (**attachments #5 & #6**)

2. RVA Board of Directors 2022-2023

- a. Assignment of one area of focus for each board member throughout the year, report monthly at board meetings. Needed:
  - 1) Managing plants person (monitor service provider performance, field estimates annually, review contract)
  - 2) Farmers Market (keep regular contact with Lynda, revenue goal setting, attend the market 1x per month, review financials, brainstorm with marketing)
  - 3) Managing grants person (collaborate with RVA member Grant Vantage to locate grants, seek out grant writer and monitor grants in process closely)

- 4) Event communications (work with director Kim, provide outreach to RVA businesses, advocate for less traveled areas in the Village)
- 5) Bike racks (coordinate additional bike parking with Public Works and communicate bike parking related issues)

b. Answer questions, provide contact info to board members assigned to their volunteer areas of focus.

- 1) **Terry McGaughey** RVA liability insurance
- 2) **Pam Punzalan** Lamppost banners scheduling holiday decor and standard banners
- 3) **Brian Poage** Digital directory maintenance/repair

### 3. Plant Maintenance

- a. Review 2022-2023 contract from Lisa's Garden Therapy (**attachments #7**)
- b. Map of Village with pot locations (Brian)

## VI. **ONGOING ITEMS**

1. Retractable Bollards Update (Allen)
2. Permanent Parklets
3. Grant funding: locate and apply for grants. Grant Vantage finds them (free). Sara applies at \$85/hour. (Brian & Kathleen)
4. WIFI by Charter/Spectrum (Jeff Ginsburg)
5. Morgan Moore Memorial: \$1,125 in prepaid acct. (cannot be categorized as a donation)
6. Roundabouts beginning at Avenue I & Catalina (Jeff Ginsburg)
7. Catalina 1-way street running southbound (Jeff Ginsburg)
8. Overhead Entry Archway/Signage at Elena/Avenue I & Catalina Ave/Palos Verdes Blvd & Esplanade/Avenue I; we received a proposal in 05/2020 from 3Vsigns to do an entry archway 152k

VII. **CITY LEADERSHIP UPDATES** (City Council Member Nils Nehrenheim)

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

## IX. **ADJOURNMENT**

1. Next BID meeting (September 20, 2022)
2. Any agenda questions or additions, please email [coordinator@rivieravillage.net](mailto:coordinator@rivieravillage.net)

## **CURRENT BOARD ROSTER**

Bennett, Cris (302409)	Good Stuff, 1617 S PCH	
Diederich, Brian (308860)	Riviera Funding, 1801 S Catalina Ave Ste201	Secretary
Ginsburg, Jeff (309640)	Plaza Riviera, 1611 S Catalina Ave Ste115	
Gomez, Gregory 327704	Property Owner, 1830 S Elena	Vice President
Judy, Kimberly (327316)	Card De A, 265 Avenida Del Norte	
McGaughey, Terry (318410)	McGaughey & Spirito, 116 Avenue I	
Novoa, Orlando (328015)	Kalihi, 1815 ½ S Catalina Ave	
Poage, Brian (328043)	The Aloha Bungalow, 1799 S Catalina Ave	
Punzalan, Pamela (329865)	3 Leaf Realty, 219 Avenue STE 101	
Russomano, Ralph (1256290)	HT Grill, 1845 S Elena Ave Ste300	Treasurer
Sanford, Allen (327531)	Rockefeller, 1707 S Catalina	President

## **CURRENT VENDORS**

### **Insurance**

Chanell Jones  
Bichlmeier Insurance Services, Inc.  
Tel: 310-376-8854 X229  
Email: [chanellj@bisins.com](mailto: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](mailto:sara3trees@gmail.com)  
(805) - 620-7509

### **Parklet Cleaning**

John | [info.pathtoclean@gmail.com](mailto:info.pathtoclean@gmail.com)

### **Farmers Market**

Lynda Habash

### **Plant Maintenance**

Lisa's Garden Therapy | Lisa | 310-504-0589 | [lisa@lisasgardentherapy.com](mailto:lisa@lisasgardentherapy.com)

### **Digital Kiosk Maintenance**

Pat Dacy | 3V Signs | [pat@3vsigns.com](mailto:pat@3vsigns.com)

## **RVA EVENT SCHEDULE**

<b>Date</b>	<b>Event</b>	<b>Organizer</b>	<b>Details</b>	<b>Event Planner</b>
1/19/2022	RVA Merchant Mixer	RVA	<b>CANCELED</b> /postponed	
2/13/2022	Super Bowl 10K/5K	RB Chamber	Street closures:, Catalina, Vista Del Mar, Avenida del Norte	VR Promotions
3/20/2022	St. Patrick's Day 5K / Village Runner	Village Runner	<b>CANCELED</b> Catalina street closure	VR Promotions
4/20/2022	RVA Merchant Mixer	RVA	Vida Taqueria	
5/28/22	Together for Ukraine	RVA	20% of participants' profits to benefit Razom for Ukraine	RVA
6/24-26/2022	Summer Festival	RVA	Last weekend of June	Bell Events
7/4/2022	Fireworks & Festival	Pike Properties/Keep Esplanade Beautiful	2-10 PM	Bell Events
7/3/2022	29th Annual 4th of July 5k and Firecracker Dash / Village Runner	Village Runner	6:30 AM - 11AM Catalina street closure	VR Promotions
7/20/2022	RVA Merchant Mixer	RVA	Riviera Mexican Grill	
9/3-4/2022	Sidewalk Sale	RVA	Labor Day weekend	
10/18/2022	RVA Merchant Mixer	RVA	Restaurant TBD	
10/31/2022	Halloween Trick or Treat	RVA	3-6PM	Lynda Habash
12/1/2022	Holiday Stroll	RVA		Lynda Habash

### **Attachments**

- 1 Previous meeting minutes
- 2 Treasurer report
- 3 Summer Festival P & L statement
- 4 Farmers Market July financials
- 5 Sample parklet rate letter increase to individual business
- 6 RVA updated parklet rent 8.1.22 (all businesses)
- 7 Lisa Garden Therapy 2022-2023 prices