



Board Meeting Agenda

Tuesday February 15th, 2022 at HT Grill, 1701 S Catalina Ave

I. CALL TO ORDER

II. ROLL CALL

III. CONSENT ITEMS

1. Approval of Minutes from January Meeting Meeting (Brian) (**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 (Stephen Proud, Laurie Koike)
3. Public Works (Michael Klein)
4. Resurrection Lutheran Church (Julie Jacks)
5. Social Media Manager (Kathleen Fisher)
6. Farmers Market (Lynda Habash)
7. Recovery Committee & Parklet Enforcement (Cris Bennett)
8. Events Director (Kim Judy)
 - a. Next Mixer – April @ Vida. 4/20/2022/ 6-8PM

V. DISCUSSION & VOTING ITEMS

1. Parklet Program Review

- a. Discuss proposed Parklet Program revision (**attachment Item #3**)
 1. Adjusting Fee structure: per square foot rather than flat rate. Recovery committee recommends \$1.25 per square foot: Ralph Russomano will calculate cost for parklets.
 2. Recommend invoicing the following restaurants in 2022: Little Sister, Mi Burrito Junior, Kalaveras – to cover maintenance, cleaning, insurance, and pest control costs.
- b. Parklet Program Enforcement
 1. New Parklet Liaison: Ryan Juarez \$25/hour
 2. Weekly Parklet enforcement form (**attachment Item #4**)

2. RVA Board Policies

- a. Conflict of Interest Policy & Certification: outside counsel advised all board members to sign and acknowledge receipt of the Conflict of Interest Policy. Gather signatures at meeting. (**attachment Item #5**)
- b. Whistle Blower Policy: Discuss adopting this policy. (990 tax return asks if the organization became aware of a material diversion of its assets, and whether the organization has a written whistleblower policy) (**attachments Item #6**)

3. BeachLife Festival

- a. Replace current light pole flags with BeachLife Festival flags.

4. RVA Board 2022-2023 Elections

- a. Nomination phase: 3/1 Create nomination form for review (**attachments #7**)
- b. Nomination phase: 3/15 Email form to merchants
- c. Nomination phase: 4/1 All forms due

5. Summer Festival 2022

- a. Discuss next steps. Bell Event Services event is approved for event management.

6. First Fridays

- a. Possibly reboot during daylight savings time. If yes, Fri April 1 is the earliest launch date.
- b. If yes, how will it evolve in order to attract more attendees and participation from businesses?
- c. If yes, will it require a partial street closure and permit application?
- d. If yes, what is the monthly event budget?

VI. ONGOING ITEMS

1. Retractable Bollards Update (Allen)
2. Utility Boxes Art Wraps (Kathleen Fisher)
3. WIFI by Charter/Spectrum (Jeff Ginsburg)
4. Morgan Moore Memorial: \$1,125 in prepaid acct. (cannot be categorized as a donation)
Accountant recommends spending the money by July 1, 2022 to have it off the books before 2021 tax returns are prepared.
5. Roundabouts beginning at Avenue I & Catalina (Jeff Ginsburg)
6. 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
7. 4th of July (Jeff Ginsburg)

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 schedule (March 15, 2022)
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

Lynda Habash

Plant Maintenance

Lisa's Garden Therapy

Digital Kiosk Maintenance

Pat Dacy
 3V Signs | pat@3vsigns.com

RVA EVENT SCHEDULE

Date	Event	Organizer	Details	Event Planner
1/19/2022	RVA Merchant Mixer	RVA	CANCELED /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	CANCELED Catalina street closure	VR Promotions
4/1/2022	First First Friday	RVA	DISCUSS AT MEETING	RVA
4/20/2022	RVA Merchant Mixer	RVA	Vida Taqueria	
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
7/4/2022	29th Annual 4th of July 5k and Firecracker Dash / Village Runner	Village Runner	(date may change based on fireworks) 6:30 AM - 11AM Catalina street closure	VR Promotions
7/19/2022	RVA Merchant Mixer	RVA		
9/4-5/2022	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	
12/1/2022	Holiday Stroll	RVA		

Attachments

- 1 Previous Meeting Minutes
- 2 Treasurer Report
- 3 Parklet Program
- 4 Enforcement Form Parklet Program
- 5 RVA-Conflict of Interest & receipt acknowledgement signatures
- 6 Resolution to Adopt Whistleblower policy
- 7 RVA-Board_Nomination Letter 2022-2023