

Board Meeting Agenda

Tuesday, Sept 27, 2022 at HT Grill, 1701 S Catalina Ave

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

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

IV. **GUESTS & UPDATES**

1. Redondo Beach Police Dept (Kyle Lofstrom)
2. Waterfront & Economic Development (Greg Kapovich, Laurie Koike)
3. Public Works (Michael Klein)
4. Farmers Market Financial Report (**attachments Item #3**)
5. Social media, marketing, bike parking art project (Kathleen Fisher)
6. Digital directory (Brian Poage)
7. Lamp post holiday decor (Pamela Punzalan)
8. Events Director (Kim Judy)
 - a. Next Merchant Mixer, October 19, 2022, 6-8 PM, location TBD

V. **DISCUSSION & VOTING ITEMS**

1. Theft Trends

- a. Answer questions from merchants provided by **Kim Judy (Officer Kyle Lofstrom)**
- b. RBPD involvement (Officer Kyle Lofstrom)
- c. What can RVA do independently?(Officer Kyle Lofstrom)

2. Riviera Village Events

- a. Halloween Trick or Treat. Review and discuss event outline/plan presented by guest and organizer **Lynda Habash. (attachments #4)**
- b. Holiday Stroll. Review and discuss event outline/plan presented by guest and organizer, as well as TPG Events (lighting and sound) **Lynda Habash & Steve McAllistar. (attachments #5)**

3. Temporary Parklets Program

- a. Updates (string lights, past dues, Ave Italy, Holy Cow) (Cris Bennett)
- b. Refresh parklets by contractor, PS Inc (Cris Bennett)
- c. Pest control (Cris Bennett)

5. Lamp Posts

- a. Clean-up and replace elements aluminum “R”, chain & fixtures. See Tadeo Gonzalez quote (**attachments #6**)
- b. New “Shop, Dine, Relax” lamp post banners changeout. (Pamela Punzalan)
- c. “Shop, Dine, Relax” lamp post banners on Esplanade (Jeff Ginsburg)

6. Finances

- a. RVA financial state after expenditures for Halloween, Holiday Stroll and parklets removal

7. RVA Board of Directors 2022-2023

- a. Bylaws. Discuss literal versus assumed meaning of terminology in bylaws item 10.1.1 (**attachments #7 / page 5**)
- b. Assignment of one area of focus for each board member throughout the year, report monthly at board meetings. Two roles remaining:
 - 1) Farmers Market (keep regular contact with Lynda, revenue goal setting, attend the market 1x per month, review financials, brainstorm with marketing)
 - 2) Managing grants person (collaborate with RVA member Grant Vantage to locate grants, seek out grant writer and monitor grants in process closely)

VI. **ONGOING ITEMS**

1. Plant Maintenance, finalize pot count and Lisa’s Garden Therapy contract
2. Retractable Bollards Update (Allen)
3. Permanent Parklets
4. Grant funding: locate and apply for grants. Grant Vantage finds them (free). Sara applies at \$85/hour. (Brian & Kathleen)
5. WIFI by Charter/Spectrum (Jeff Ginsburg)
6. Morgan Moore Memorial: \$1,125 in prepaid acct. (cannot be categorized as a donation)
7. Roundabouts beginning at Avenue I & Catalina (Jeff Ginsburg)
8. Catalina 1-way street running southbound (Jeff Ginsburg)
9. 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 (October 18, 2022)
2. Any agenda questions or additions, please email coordinator@rivieravillage.net

CURRENT BOARD ROSTER

Name	License #	Address	Additional Role	Add'l Role2
Bennett, Cris	302409	Good Stuff, 1617 S PCH	Lead Parklets Committee	
Diederich, Brian	308860	Riviera Funding, 1801 S Catalina Ave Ste201	SECRETARY	Parklets Committee
Ginsburg, Jeff	309640	Plaza Riviera, 1611 S Catalina Ave Ste115	Parklets Committee	
Gomez, Gregory	327704	Property Owner, 1830 S Elena	VICE PRESIDENT	Plants maintenance
Judy, Kimberly	327316	Card De A, 265 Avenida Del Norte	Events Director	
McGaughey, Terry	318410	McGaughey & Spirito, 116 Avenue I	Insurance	
Novoa, Orlando	328015	Kalihi, 1815 ½ S Catalina Ave	Parklets Committee	
Poage, Brian	328043	The Aloha Bungalow , 1799 S Catalina Ave	Digital Sign	
Punzalan, Pamela	329865	3 Leaf Realty, 219 Avenue STE 101	Lamp post banners/decor	
Russomano, Ralph	1256290	HT Grill, 1845 S Elena Ave Ste30	TREASURER	Parklets Committee
Sanford, Allen	327531	Rockefeller, 1707 S Catalina	PRESIDENT	Parklets Committee

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 | lhabash@ca.rr.com | 310-212-0180

Plant Maintenance

Lisa's Garden Therapy | Lisa | 310-504-0589 | lisa@lisasgardentherapy.com

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
4/20/2022	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	
9/18/2022	LA Kings RB 5K	LA Kings	8AM - Catalina closed from Vista del Mar to Ave I. Ave I closed between Catalina & Esplanade	LA Kings
10/19/2022	RVA Merchant Mixer	RVA	Restaurant TBD	
10/31/2022	Halloween Trick or Treat	RVA	3-6PM	Lynda Habash
12/1/2022	Holiday Stroll	RVA	5-9PM	Lynda Habash

Attachments

- 1 Previous meeting minutes
- 2 Treasurer report
- 3 Farmers Market July financials
- 4 Halloween Trick or Treats event plan
- 5 Holiday Stroll event plan
- 6 Tadeo Gonzalez quote
- 7 RVA BID BOD bylaws