

Board Meeting Agenda

 Tuesday February 15th, 2022, H.T. Grill

I.	CALL TO ORDER 8:08 am
II.	ROLL CALL
	Cris Bennett, Brian Diederich, Jeff Ginsburg, Greg Gomez, Jessica Horrell, Kimberly Judy, Terry McGaughey, Orlando Novoa, Brian Poage (FaceTime), Ralph Russomano, Allen Sanford. NON BOARD MEMBERS: Kyle Loftstom (RBPD), Michael Bell and Paul Amarillas (Riviera Village Festival), Edward (Beachlife Magazine); Nils Nehrenheim (RB Council Member)
III.	CONSENT ITEMS
	1. Approval of Minutes from January Meeting Meeting (Brian) (attachments Item #1)
	Motion to approve minutes by Jeff Ginsburg; 2nd by Greg Gomez–APPROVED
	2. Receive & File Financial Report (Treasurer) (attachments Item #2)
	Motion to approve Financial Report by Jeff Ginsburg; 2nd by Orlando Novoa–APPROVED
IV.	GUESTS & UPDATES
	1. Redondo Beach Police Dept (Kyle Lofstrum)
	Parking enforcement is improving with the hiring of 5 additional law enforcement officers; RBPD hired a 2nd community based officer; Kyle introduced his bicycle registry program.
	2. Waterfront & Economic Development (Stephen Proud, Laurie Koike)
	N/A
	3. Public Works (Michael Klein)
	N/A
	4. Resurrection Lutheran Church (Julie Jacks)
	Julie Jacks would like the church to give ashes and prayers on Ash Wednesday in the Village. Jeff Ginsburg suggested the Aloha Bungalow as a central location to distribute ashes 12 PM to 1 PM on Ash Wednesday March 3. Kathleen will send contact info to Julie, to follow up with Emily and Brian.
	5. Social Media Manager (Kathleen Fisher)
	Advertising: Valentine’s Day video paid promotion on Instagram and Facebook. Social media: Facebook up 4% year to date, Instagram up 34% year to date See filed reports; Motion by Allen Sanford to spend up to \$1,000 on a social media campaign; 2nd by Jessica Horrell–APPROVED
IV.	GUESTS & UPDATES

	6. Farmers Market (Lynda Habash) N/A
	7. Recovery Committee & Parklet Enforcement (Cris Bennett)
	See section V.1.
	8. Events Director (Kim Judy) No update
	a. Next Mixer – April @ Vida. 4/20/2022/ 6-8PM; confirmed
V.	DISCUSSION & VOTING ITEMS
	<u>1. Parklet Program Review</u>
	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.
	Motion by Ralph Russomano to refund Swell Deli for overpayment of rent on a per diem basis; Terry McGaughey 2nd–APPROVED
	Motion by Ralph Russomano to forgive Crazy Fish and The Rex on their outstanding rent payment; 2nd by Orlando Novoa–APPROVED
	2. Recommend invoicing the following restaurants in 2022: Little Sister, Mi Burrito Junior, Kalaveras – to cover maintenance, cleaning, insurance, and pest control costs; This will be covered in their new monthly rent.
	b. Parklet Program Enforcement
	1. New Parklet Liaison: Ryan Juarez \$25/hour
	Motion by Allen Sanford to hire Ryan Juarez at \$25 per hour to be our Parklet Liaison; 2nd by Ralph Russomano–APPROVED
	2. Weekly Parklet enforcement form (attachment Item #4)

V.	DISCUSSION & VOTING ITEMS
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	<u>2. RVA Board Policies</u>
	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)
	Jeff Ginsburg and Allen Sanford recused themselves from the group while this was discussed. It was determined by all board members present at the table there was no conflict of interest for Jeff Ginsburg or Allen Sanford.
	All members present signed the form

<p>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)</p>
<p>Policy has been adopted.</p>
<p><u>3. BeachLife Festival</u></p>
<p>a. Replace current light pole flags with BeachLife Festival flags.</p>
<p>Motion by Brian Diederich to allow BeachLife Festival to change out our Riviera Village flags temporarily and replace them with BeachLife Festival banners. This is at no cost to the RVA BID and will be replaced once the Festival is over; 2nd by Cris Bennett–APPROVED</p>
<p><u>4. RVA Board 2022-2023 Elections</u></p>
<p>a. Nomination phase: 3/1 Create nomination form for review (attachments #7)</p>
<p>b. Nomination phase: 3/15 Email form to merchants</p>
<p>c. Nomination phase: 4/1 All forms due</p>

V. DISCUSSION & VOTING ITEMS

<p><u>5. Summer Festival 2022</u></p>
<p>a. Discuss next steps. Bell Event Services event is approved for event management.</p>
<p>We requested a copy of the event plan when it is available. The dates are June 24-26, 2022</p>
<p><u>6. First Fridays</u></p>
<p>a. Possibly reboot during daylight savings time. If yes, Fri April 1 is the earliest launch date.</p>
<p>b. If yes, how will it evolve in order to attract more attendees and participation from businesses?</p>
<p>c. If yes, will it require a partial street closure and permit application?</p>
<p>d. If yes, what is the monthly event budget?</p>
<p>NO DISCUSSION</p>

<p>VI. ONGOING ITEMS</p>
<p>1. Retractable Bollards Update (Allen) NO DISCUSSION</p>
<p>2. Utility Boxes Art Wraps (Kathleen Fisher) Permits fees waived by city. Permit application in process.</p>
<p>3.WIFI by Charter/Spectrum (Jeff Ginsburg) NO DISCUSSION</p>
<p>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. NO DISCUSSION</p>

VI.	ONGOING ITEMS
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	5. Roundabouts beginning at Avenue I & Catalina (Jeff Ginsburg)
	NO DISCUSSION
	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
	NO DISCUSSION
	7. 4th of July (Jeff Ginsburg)
	NO DISCUSSION
VII.	CITY LEADERSHIP UPDATES (City Council Member Nils Nehrenheim)
	Nils thanked the RVA BID for opening up parking spaces by removing certain parklets. It has helped alleviate the parking issues.
VIII	PUBLIC COMMENT (Non-agenda items up to 3 minutes per individual)
	Edward from Beachlife Magazine presented a discounted offer to us for a full page ad in the upcoming magazine. Motion by Orlando Novoa to spend no more than \$1,700 on the full page ad; Ralph Russomano 2nd-APPROVED
XI	ADJOURNMENT
	1. Next BID meeting schedule (March 15, 2022)
	2. Any agenda questions or additions, please email president@rivieravillage.net
	Allen Sanford Motion to adjourn at 9:36; Brian Diederich 2nd-APPROVED

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