



# **North Figueroa Association**

Highland Park Business Improvement District

5651 Fallston St., L.A., CA 90042

323-255-5030

Fax 323-257-1036

## **Board of Directors Meeting Tentative Agenda & Notice of Meeting**

Date: Tuesday, January 20, 2015

Time: 10:00 a.m. – 11:00 a.m.

Location: Future Studio 5558 North Figueroa St., LA 90042

### **Board Members:**

Tom Wilson, Interim President

Vacant, Vice President

Bill Vasquez, Treasurer

Titina Folliero

James Bygrave

Robert Akhavan- Design Chair

Alex Rudisky- Operations Chair

Amy Inouye, Secretary

Stuart Rappaport

### **Meeting Agenda**

- I. Call to Order
- II. Introductions
- III. Public Comment
- IV. Approval of Minutes of November 18, 2014
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. Vendors:
    - i. Security
    - ii. Maintenance
  - e. Executive Board Session
    - i. 2015 plans
    - ii. Financials
    - iii. Board positions

- VI. Other Business

Adjournment-Next Meeting: Tuesday, February 17, 2015 at 10:00 a.m.

Future Studio, 5558 North Figueroa St., LA, CA 90042

**We have important agenda items.**

**Mandatory 4 Board members to be physically present at each meeting.**

Please RSVP to: Misty Iwatsu at 323-255-5030 or at [mistyli@aol.com](mailto:mistyli@aol.com)

As a covered entity under Title II of the Americans with Disabilities Act, the North Figueroa Assoc. does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting the Commission Executive Assistant at (213) 485-1360 OR toll-free at 3-1-1.

North Figueroa Association Board Meeting  
Tue. Jan. 20, 2015, 10am @ Future Studio

In attendance: Amy Inouye, Stuart Rapeport, Misty Iwatsu, Alex Rudisky, Tom Wilson, Titina Folliero, James Bygrave (Greyhound), Sean Cohan (GSS), Rick Stoff (Chrysalis), Irene Holguin & Jessica Galvez (Arroyo Vista), Tom Majich (new Swap Mall owner), Cyrus Etemad (new Mr T owner), Melinda Ramos-Alatorre (CD1)

Meeting called to order 10:04 am; minutes of Nov. 2014 meeting approved unanimously (Stuart motion, Alex 2<sup>nd</sup>)

Reports:

GSS: Lots of removals in Dec (432); training with LAPD will be arranged soon

Chrysalis: main issues are Xmas tree dumping and merchants using trash cans (Oscar is making a list of who is doing this most)

CD1: If illegal dumping is witnessed (photographed), it can be reported and cited; homeless encampments along the arroyo are growing, there is an effort underway to count (to take place 1/29 from 8pm to 2am) and also to help; transit village update: Friends of HP lost suit, building on first stage may start as early as March; need to make sure NFA use of bathroom and electrical for farmers market is still included in the plan; CD1 + NFA will work together to monitor filming issues; more bike lane meetings will be scheduled in conjunction with Great Streets discussions; diagonal parking plan has been taken out of the plans; grant applied for to help start improvements on the bank building

NFA: received \$3,000 LANI grant for pressure washing sidewalks; this was to coordinate w/ the mosaic tile project, which is still in progress but we need to coordinate w/ Great Streets and public works; need to work on a notification system of some sort for all these types of projects; NFA is one of only 3 Great Streets locations with a business improvement district; will need to work with transit village on relocating the farmers market during construction; will have a better report at Feb meeting; farmers market is finally close to breaking even!

Tom Majich: first step in Swap Mall ownership is public safety and cleaning up criminal activity; CD1 is researching the mural on the back of the building

James Bygrave: suggested adding a budget item for marketing to promote what's going on on Figueroa; Metro tie-in? sidewalk sale? Web site maintenance? Tom M volunteered his staff to help build a new web site; meeting of a marketing committee will be Feb 10 at Future Studio

New board positions: Titina motioned and Alex 2<sup>nd</sup> that we name James as treasurer (replacing Bill Vasquez) and Stuart as VP; unanimously approved. Alex motioned and Amy 2<sup>nd</sup> that we add Tom Majich, Irene Holguin, and Cyrus Etemad as board members; unanimously approved.

Meeting adjourned 11:17am

Next meeting: Tue. Feb. 17 @ 10 am, Future Studio



# **North Figueroa Association**

Highland Park Business Improvement District

5651 Fallston St., L.A., CA 90042

323-255-5030

Fax 323-257-1036

## **Board of Directors Meeting Tentative Agenda & Notice of Meeting**

Date: Tuesday, February 17, 2015

Time: 10:00 a.m. – 11:00 a.m.

Location: Future Studio 5558 North Figueroa St., LA 90042

### **Board Members:**

Tom Wilson, Interim President

Vacant, Vice President

Bill Vasquez, Treasurer

Titina Folliero

James Bygrave

Robert Akhavan- Design Chair

Alex Rudisky- Operations Chair

Amy Inouye, Secretary

Stuart Rapeport

### **Meeting Agenda**

- I. Call to Order
  - II. Introductions
  - III. Public Comment
  - IV. Approval of Minutes of January 20, 2015
  - V. Discussion and Action Items:
    - a. Mayor's Office Report
    - b. Council Office Report
    - c. LAPD- SLO Mark Allen Report
    - d. LANI report
    - e. Vendors:
      - i. Security
      - ii. Maintenance
    - f. Executive Board Session
      - i. Marketing
        1. Blvd Sentinel 1 yr, Outlook & Arroyo Arts newspaper
        2. Grant w/ SWM
        3. Website
      - ii. Board of Directors
        1. Brown Act & Roberts Rules
        2. MDP & Bylaws
      - iii. Financials
        1. 2014 review
        2. 2015 budget
  - VI. Other Business
- Adjournment-Next Meeting: Tuesday, March 17, 2015 at 10:00 a.m.  
Future Studio, 5558 North Figueroa St., LA, CA 90042

**Mandatory 4 Board members to be physically present at each meeting.**

Please RSVP to: Misty Iwatsu at 323-255-5030 or at [mistyli@aol.com](mailto:mistyli@aol.com)

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request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting the Commission Executive Assistant at (213) 485-1360 OR toll-free at 3-1-1.

## North Figueroa Association Board Meeting

Tue. Feb. 17, 2015

Meeting called to order: 10:05 am

In attendance: Rick Stoff (Chrysalis), Sean Cohan (GSS), Tom Majich, Cyrus Etemad, Stuart Rapeport, Amy Inouye, Titina Folliero, Misty Iwatsu, Janell Mullen (LANI)

### Reports:

General Security—very busy Jan/Feb w/ over 350 observations, 365 removals; issues behind Mr Ts; GSS will set up meetings w/ property owners to introduce themselves and will create a contact database w/ names and phone numbers

Chrysalis—will concentrate on parking lot clean-ups; will replace a few trash cans; check on merchants using NFA trashcans for business trash

LANI—update on the mosaic tile project: permitting and approvals are done; CalTrans analysis is going on now, then project will start bid process through BOE (probably will go out to bid this summer); final pricing has been done by engineers (approx \$7,734 per corner pair). Once vendor is chosen, production and installation will be on a 5-6 month schedule. NFA has received a LANI grant for pressure-washing and maintenance of mosaics, since mosaic project is delayed, we will probably proceed w/ pressure washing sidewalks

NFA Marketing—currently we have a monthly ad program w/ the Blvd Sentinel; Amy will include info about NFA in Chicken Boy Gazette pages of NELAart News monthly; we are uploading material for Mike Kang to use on the new web site; future agenda item: budget for marketing; and marketing plan

Nicole Possert has identified NFA as a strong candidate for an artplace grant; we would hire her to organize the application; will discuss at next meeting

Board training packets given to board members—we must follow Roberts Rules of Order and the Brown Act in our meetings. NFA management district plan summary is on file w/ the city clerk and available online. New board changes: Bob Akhavan is off the board; now we have 9 members (5 needed for quorum). Next election will be in 2017.

Current board: Tom Wilson (president), Amy Inouye (secretary), James Bygrave (treasurer), Stuart Rapeport (VP), Titinia Folliero, Alex Rudisky, Cyrus Etemad, Tom Majich, Irene Holguin

Budget—2016 budget will be done in April; projections done, we probably will need to raise assessments for 2016 due to Chrysalis & GSS increases + expanded marketing program; we will vote on assessments in March/April.

Meeting adjourned 11:09 am

Next meeting: Tue March 16, 10am @ Future Studio



# North Figueroa Association

Highland Park Business Improvement District  
5651 Fallston St., L.A., CA 90042 323-255-5030 Fax 323-257-1036

## 2015 meeting dates:

January 20	April 21	July No Meeting	October 20
February 17	May 19	August No Meeting	November No Meeting
March 17	June 16	September 15	December No Meeting

## Board of Directors Meeting Tentative Agenda & Notice of Meeting

Date: Tuesday, March 17, 2015

Time: 10:00 a.m. – 11:00 a.m.

Location: Future Studio 5558 North Figueroa St., LA 90042

### Board Members:

Tom Wilson, President	Amy Inouye, Secretary
Stuart Rapeport, Vice-President	Alex Rudisky- Operations Chair
James Bygrave, Treasurer	Tom Majich
Titina Folliero	Irene Holguin
Cyrus Etemad	

### Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
- IV. Approval of Minutes of February 17, 2015
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. LANI report
  - e. Vendors:
    - i. Security
    - ii. Maintenance
  - f. Executive Board Session
    - i. Marketing
      1. HHNC
      2. Website
    - ii. Board of Directors
      1. Pictures & Paperwork
      2. Close Union Bank acct and move to Chase or BofA
      3. Resignation of Bob Akhavan
    - iii. Financials
      1. 2014 review, 2015 budget, 2016 budget forecast
- VI. Other Business
- VII. Adjournment-Next Meeting: Tuesday, April 17, 2015 at 10:00 a.m. Future Studio, 5558 North Figueroa St..

### **Mandatory 4 Board members to be physically present at each meeting.**

Please RSVP to: Misty lwatsu at [mistyli@aol.com](mailto:mistyli@aol.com)

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5651 Fallston St., L.A., CA 90042 323-255-5030 Fax 323-257-1036

## 2015 meeting dates:

January 20	April 21	July No Meeting	October 20
February 17	May 19	August No Meeting	November No Meeting
March 17 - Cancelled	June 16	September 15	December No Meeting

## Board of Directors Meeting Tentative Agenda & Notice of Meeting

Date: Tuesday, April 21, 2015  
Time: 10:00 a.m. – 11:00 a.m.  
Location: Future Studio 5558 North Figueroa St., LA 90042

### Board Members:

Tom Wilson, President	Amy Inouye, Secretary
Stuart Rapeport, Vice-President	Alex Rudisky- Operations Chair
James Bygrave, Treasurer	Tom Majich
Titina Folliero	Irene Holguin
Cyrus Etemad	

### Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
  - a. HP Filming- Madhu
- IV. Approval of Minutes of February 17, 2015
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. LANI report
  - e. Vendors:
    - i. Security
    - ii. Maintenance
  - f. Executive Board Session
    - i. Marketing
      1. HHNC grant for Highland Theatre Sign
      2. Website
    - ii. Board of Directors
      1. Pictures & Paperwork
      2. Resignation of Bob Akhavan
    - iii. Financials
      1. 2015 budget
      2. 2016 budget Assessment increase
- VI. Other Business
- VII. Adjournment-Next Meeting: Tuesday, May 19, 2015 at 10:00 a.m. Future Studio, 5558 North Figueroa St..

### **Mandatory 4 Board members to be physically present at each meeting.**

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North Figueroa Association

Board meeting: April 21, 2015 @ 10am

Location: Future Studio

In attendance: Misty Iwatsu, Ruben Herrera (Devon Glass), Amy Inouye, Stuart Rapeport, Alex Rudisky, Madhu Bansal, Emily Chin (Chrysalis), James Bygrave (Greyhound), Tom Wilson, Tom Majich, Melinda Alatorre (CD1), Marissa Solis (NELA Homes)

Meeting called to order 10am

Comments: Dr. Madhu Bansal has concerns about parking for her tenants, she says they are threatening to move out if parking problems do not improve. She cites filming crews as a major problem. CD1, NFA, and Film LA are trying to improve the problems, but issues will vary w/ each film crew. Melinda would like input from everyone—please monitor the situations, make notes, esp on who is cooperative and who is not. Tom Wilson suggests putting together a comment sheet for everyone to start sending to Film LA to organize our responses. Info will be added to the new web site; CD1 will be having a public forum on this issue and others in the future.

Ruben Herrera suggests NFA communicate w/ owners more often by email. Misty will meet w/ Ruben and any other interested stakeholders to explain more about NFA. NFA to work on email list in conjunction w/ web site redesign.

James: leasing another property on Fig (next to Owl), will be opening a high-end cocktail bar

Tom M: swap mall to close May 31; recently evicted 7 tenants from upstairs; retail spaces to be reworked starting in June, upstairs will be empty by July.

Minutes to Feb. mtg approved unanimously. (March meeting cancelled due to lack of quorum)

Reports—

CD1: LAPD reports increase in gang activity; CD1 is working w/ HHPNC on Welcome to HP gateway & signage (plus funding for it)

Chrysalis: Oscar notices more LAPL presence recently, tagging is down. Farmers market is back to 3-8pm hours, we are working on new signage for trashcans (samples shown, we will order 12 and test them out)

Security: GSS is doing training w/ LAPD so not in attendance at this mtg.

Marketing: web site being updated (Mike is finishing school, we will meet w/ him soon and continue); we are still advertising monthly in Blvd Sentinel, Amy will start including NFA info in NELA Art News (she does 2 pages of the newspaper monthly in a section called Chicken Boy Gazette).

We applied for and received \$1,000 from HHPNC to pay for Highland Theatre sign repairs.

Discussion of increasing assessments—as security and maintenance costs are going up, and we need to consider the increase in minimum/living wage, and cannot predict no-pays and slow-pays to the BID, and our contingency reserve is not a huge amount; by our by-laws we can increase a maximum 5% in assessments. Motion to increase the full 5% by Tom Wilson, seconded by Stuart, approved unanimously.

Meeting adjourned 11:05am

Next meeting: Tue May 19, 10am @ Future Studio. Please come prepared to have photos taken for web site.



# North Figueroa Association

Highland Park Business Improvement District  
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## 2015 meeting dates:

January 20	April 21	July No Meeting	October 20
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March 17 - Cancelled	June 16	September 15	December No Meeting

## Board of Directors Meeting Tentative Agenda & Notice of Meeting

Date: Tuesday, May 19, 2015  
Time: 10:00 a.m. – 11:00 a.m.  
Location: Future Studio 5558 North Figueroa St., LA 90042

### Board Members:

Tom Wilson, President	Amy Inouye, Secretary
Stuart Rapeport, Vice-President	Alex Rudisky- Operations Chair
James Bygrave, Treasurer	Tom Majich- Marketing Chair
Titina Folliero	Irene Holguin
Cyrus Etemad	

### Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
- IV. Approval of Minutes of April 21, 2015
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. LANI report
  - e. Vendors:
    - i. Security
    - ii. Maintenance
  - f. Executive Board Session
    - i. Marketing
      1. Great Streets
      2. Website
      3. Other marketing
    - ii. Board of Directors
      1. Pictures & Paperwork
    - iii. Financials
    - iv. Other Business
- VI. Adjournment-Next Meeting: Tuesday, June 16, 2015 at 10:00 a.m. Future Studio, 5558 North Figueroa St..

### **Mandatory 4 Board members to be physically present at each meeting.**

Please RSVP to: Misty lwatsu at [mistyli@aol.com](mailto:mistyli@aol.com)

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## 2015 meeting dates:

January 20	April 21	July No Meeting	October 20
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March 17 - Cancelled	June 16	September 15	December No Meeting

## Board of Directors Meeting Tentative Agenda & Notice of Meeting

Date: Tuesday, June 16, 2015  
Time: 10:00 a.m. – 11:00 a.m.  
Location: Future Studio 5558 North Figueroa St., LA 90042

### Board Members:

Tom Wilson, President	Amy Inouye, Secretary
Stuart Rapeport, Vice-President	Alex Rudisky- Operations Chair
James Bygrave, Treasurer	Tom Majich- Marketing Chair
Titina Folliero	Irene Holguin
Cyrus Etemad	

### Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
- IV. Approval of Minutes of May 19, 2015
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. LANI report
  - e. Vendors:
    - i. Security
    - ii. Maintenance
  - f. Executive Board Session
    - i. Marketing
      1. Great Streets
    - ii. Financials
    - iii. Other Business
- VI. Adjournment-Next Meeting: Tuesday, September 15, 2015 at 10:00 a.m. Future Studio, 5558 N. Figueroa St..

### **Mandatory 5 Board members to be physically present at each meeting.**

Please RSVP to: Misty Iwatsu at [mistyli@aol.com](mailto:mistyli@aol.com)

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North Figueroa Assn.  
Board Meeting  
Tue, June 16, 2015 @ Future Studio, 10am

Meeting called to order: 10am

In attendance: (see attached sign-in sheet)

NFA board members in attendance: Tom Wilson, Alex Rudisky, Stuart Rapeport, Amy Inouye, Titina Folliero, James Bygrave, Tom Majich, Irene Holguin

Tom Wilson suggested a separate informational meeting to be held for new attendees' concerns; scheduled for Tue, June 23 at 9am at Dr. Madhu Bansal office.

Discussion re: A petition was presented proposing six New board member nominations With a request to vote on it as a slate immediately; per Ralph M. Brown Act, this item was not on agenda and cannot be voted on, also NFA will confirm qualifications and call a special meeting in one month. Motion to do so by Tom Majich, Seconded by Stuart, unanimously agreed.

CD1: Melinda Alatorre commented on the Great Streets Grant program, which NFA is preparing an application for (due June 30), information on street closures as part of the grant presented; with the mayor's office, a walk-through on Fig was held to identify small fixes that the city can do easily; they have a list; 10 new litter bins have been installed on N. Fig; Big Belly Solar powered trash cans still in the planning stages; Melinda available for community concerns: 323-550-1538, or come to office at 5577 N. Fig., Graffiti that Chrysalis cannot get to, call 311.

General Security: Sean Cohan has asked security officers to make more personal contact; Sean monitors their routes via GPS; NFA branding is being redesigned to make the patrol units for recognizable; patrol hours are 10am to 2am with 1 vehicle dedicated to the corridor, 1/2 lunch break (if emergency calls come in during lunch, they will respond); Sean: 818-631-4941; security dispatch 800-350-1944; typical response time is 3-5 min. avg. Bigger Issues or emergencies, call LAPD 911.

Chrysalis: Trash cans: NFA purchases and replaces trash cans as needed. NFA is attaching NFA/Route 66 signs to the cans; Quickr Printr says they will match the trade price we are currently paying for the same item; Chrysalis coordinates w/ city-contracted Graffiti Busters for paint out (esp 2<sup>nd</sup> stories) and they work cooperatively (GB starts at 6am); they can color match paint if them property provides it; if the surface is brick, the property owner is responsible for handling tagging, by law, brick is supposed to be graffiti-coated. For maintenance issues, call Misty first 323-255-5030; then Melinda at CD1

Farmers Market: NFA runs the market; security & maintenance help

Great Streets grant application: A project of the mayor's office that has identified N. Fig as a "great street" (one in each council district has been named); this grant is for a one-day event to "re-envision the street." NFA proposes to apply for and manage the grant w/ many community partners. Organizational meetings have begun; no NFA Funds will be used, but grants from the

city and crowd-funding will provide up to \$30,000 budget. Event will be marketed w/project partners and will draw attention to N. Figueroa's Past, Present and Future. Tom Majich motioned to have NFA manage this project, seconded by Irene, Unanimously agreed.

Meeting Adjourned 11:08am

## NORTH FIGUEROA ASSOCIATION

Special Interim Election Meeting: Tue. July 14, 2015 @10am

Meeting called to order: 10:02 am

All board members in attendance except Tom Majich, Eugene VanCise, LA City Clerk in attendance to count ballots

Others in attendance (see sign-in sheet)

Follow-up: an informational meeting was held (date?) at Dr Bansal's office to answer questions about NFA

Minutes of June meeting—motion to approve by Alex, second by Irene, approved unanimously

Comments:

Gina Alza asked to be removed from candidates list

Executive session:

President Tom Wilson introduced candidates to be added to NFA board

Gina Alza requested to be put back on the candidates list

A paper ballot vote was cast by board members and tallied by Eugene. Top 6 (of 7) were voted onto the board: Gina Alza, Ruben Herrera, John Harb, Gustavo Alza Jr, Joy Gibson, Richard Calderon

There will be a Great Streets meeting Tue. July 20 @ Future Studio @ 10am

Executive session adjourned 10:34 am (motion by Stuart, seconded by Cyrus)

Eugene conducted a mini-tutorial on the Brown Act that NFA must follow per the city. NFA must also follow: its management district plan, bylaws, Roberts Rules of Order, non-profit corporation law, Americans with Disabilities compliance for meetings. Brown Act rules distributed to new board members.

Brown Act requirements: agenda must be posted 72 hours in advance at meeting location (emergency meetings need 24 hours advance posting); meetings are open to the public; votes may take place only on agendised items; more than 3 board members cannot meet w/o agendising or outside; they may participate in other groups but cannot discuss NFA-related items; no serial meetings on board topics allowed; violations may incur civil and criminal penalties.

Next meeting: Tues. Sept. 15 @ 10am, Future Studio



# North Figueroa Association

Highland Park Business Improvement District

5651 Fallston St., L.A., CA 90042

323-255-5030

Fax 323-257-1036

## 2015 meeting dates:

January 20

February 17

March 17 - Cancelled

April 21

May 19

June 16

July No Meeting

August No Meeting

September 15

October 20

November Annual Meeting

December No Meeting

## Board of Directors Meeting Tentative Agenda & Notice of Meeting

Date: Tuesday, September 15, 2015

Time: 10:00 a.m. – 11:00 a.m.

Location: Future Studio 5558 North Figueroa St., LA 90042

### Board Members:

Tom Wilson, President

Stuart Rapeport, Vice-President

James Bygrave, Treasurer

Titina Folliero

Cyrus Etemad

John Harb

Richard Calderon

Ruben Herrera- Business Member

Amy Inouye, Secretary

Alex Rudisky- Operations Chair

Tom Majich- Marketing Chair

Irene Holguin

Joy Gibson

Gustavo Alza

Gina Alza

## Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
- IV. Approval of Minutes of June 16 & July 21
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. Neighborhood Prosecutor's report
  - e. LANI report
  - f. Vendors:
    - i. Security
    - ii. Maintenance
    - iii. Great Streets- Fig Jam
      1. Nat Gale/Lilly O'Brien/Melanie Freeman
  - g. Board Session
    - i. Elections
      1. Nominations
      2. Procedures
    - ii. Financials
    - iii. Other Business
- VI. Adjournment-Next Meeting: Tuesday, October 20, 2015 at 10:00 a.m. Future Studio, 5558 N. Figueroa St..

## **Mandatory 8 Board members to be physically present at each meeting.**

Please RSVP to: Misty lwatsu at [mistyli@aol.com](mailto:mistyli@aol.com)

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## North Figueroa Association Board Meeting

Tuesday Sept 14 2015 @ Future Studio Gallery

Called to order: 10 am

In attendance: (see sign-in sheet)

Board members in attendance: Alex Rudisky, Titina Folliero, James Bygrave, Amy Inouye, Stuart Rapeport, Joy Gibson, Gustavo Alza Jr., Tom Majich, Cyrus Etemad, Tom Wilson, John Harb, Richard Calderon (not in attendance: Gina Alza, Irene Holguin), other in attendance: Madhu Bansal, Mark Allen (LAPD), Gabrielle Taylor (City attorney), Rick Stoff, Sean Cohen, Jennnifer Vasquez, Melanie Freeland, Eugene Van Cise (City Clerk), Melinda Alatorre (CD1)

July meeting minutes: move to accept minutes by Joy Gibson, 2nded by Gustavo Alva Jr. Approved with one abstention.

### Reports

Security (Sean from GSS): current hotspots are hardware store, Big Mamas Donuts, see report for details. If problems, questions, please call Sean

Maintenance (Rick from Chrysalis): Trees are getting more attention; new barricades in use; please call Rick if problems, questions.

CD1 (Melinda Alatorre): CD1 is bringing 32 Big Belly trash receptacles to No Fig in the next 6 months; Sanitation Dept will maintain for 18 months. Discussion as to location choices, density of trash receptacles, and maintenance issues, and maintenance after the 18-month introductory period. Gustavo motioned to table this topic pending further information, 2nded by Stuart. Ad Hoc Big Belly committee formed: John, Stuart, Reuben—they will report back findings after speaking to Chinatown & Downtown BIDs which have Big Bellies now.

New planning intern Miguel introduced; new issues of The Voice/La Voz just published, new housing initiatives are coming, CD1 will be outreaching to businesses to help them via city's Business Source Center.

LAPD: Mark Allen, Lloyd Chang: 3 recent shootings in NELA gang-related—they need public help to work on gang issues and crime; property crime and vehicle crime (esp. late model Hondas & Toyota) still a problem—do not leave valuables in plain sight; Figueroa St foot patrol now in place from 10-8 or 11-9 daily; Gabrielle Taylor, a neighborhood prosecutor introduced—she is working w/ CD1, GSS, LAPD on homeless and repeat offender issues. New NELA commanding officer is Art Sandoval.

Fig Jam: Day long event planned for Sat. Feb. 13 2016—celebrating No Figueroa's "Great Streets" past, present, & future; signage and graphics will highlight business and community members with stories from the community; businesses will be able to use sidewalks outside their businesses for vending & promotion that day; Misty reported on crowd-funding and budget for the event (no NFA funds used)

NFA Elections: Vote will be a physical ballot to property owners to elect maximum 15 board members. New nominees need 10 signatures to be put on ballot or 10 write-in votes to be considered. Nominating committee (Amy, Titina, Tom M) to vet nominees, check qualifications. Two mailings will be done, according to bylaws—one to vote on nominations (1 ballot per owner), the second to vote on board (1 vote per \$1 assessment paid, divided by # of candidates = max votes per nominee). (We will look into a simpler process after this election.) Top 8 vote-getters will have a 2-year term, next 7 will have a 1-year term. Nomination results to be announced at annual meeting in Nov.

Meeting adjourned 11:13 am.



# North Figueroa Association

Highland Park Business Improvement District  
5651 Fallston St., L.A., CA 90042 323-255-5030 Fax 323-257-1036

## 2015 meeting dates:

January 20  
February 17  
March 17 - Cancelled

April 21  
May 19  
June 16

July No Meeting  
August No Meeting  
September 15

October 20  
November 17 - Annual Meeting  
December No Meeting

## Board of Directors Meeting Tentative Agenda & Notice of Meeting

Date: Tuesday, October 20, 2015

Time: 10:00 a.m. – 11:00 a.m.

Location: Future Studio 5558 North Figueroa St., LA 90042

### Board Members:

Tom Wilson, President	Amy Inouye, Secretary
Stuart Rapeport, Vice-President	Alex Rudisky - Operations Chair
James Bygrave, Treasurer	Tom Majich - Marketing Chair
Titina Folliero	Irene Holguin
Cyrus Etemad	Joy Gibson
John Harb	Gustavo Alza
Richard Calderon	Gina Alza
Ruben Herrera - Business Member	

### Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
- IV. Approval of Minutes of September 2015
- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
    - i. Big Belly update
  - c. LAPD- SLO Mark Allen Report
  - d. LANI report- Alain Datcher
  - e. Vendors:
    - i. Security
    - ii. Maintenance
  - f. Board Session
    - i. Legislation updates
      1. Sidewalk vending, minimum wage,
    - ii. Annual Planning Report,
    - iii. Soofa & big belly
    - iv. Holiday Lighting
    - v. Election update
    - vi. Financials
    - vii. Other Business
- VI. Adjournment-Next Meeting: Tuesday, November 17, 2015 at 10:00 a.m. Location TBD

### **Mandatory 9 Board members to be physically present at each meeting.**

Please RSVP to: Misty lwatsu at [mistyli@aol.com](mailto:mistyli@aol.com)

As a covered entity under Title II of the Americans with Disabilities Act, the North Figueroa Assoc. does not discriminate on the basis of disability and upon request will provide reasonable accommodation to ensure equal access to its programs, services, and

activities. Sign language interpreters, assisted listening devices, or other auxiliary aids and/or services may be provided upon request. To ensure availability of services, please make your request at least 3 business days (72-hours) prior to the meeting by contacting the Commission Executive Assistant at (213) 485-1360 OR toll-free at 3-1-1.

North Figueroa Association Board Meeting  
Tues. Oct 20, 2015 • 10am @ Future Studio

Meeting called to order: 10:02 am

In attendance: Marin Pinedo, Andres Ortiz, Rick Stoff, Sean Cohan, Eugene Van Cise, Madhu Bansal, Alain Datcher  
Board members in attendance: Gustavo Alza Jr., James Bygrave, Richard Calderon, Titina Folliero, Joy Gibson, John Harb, Irene Holguin, Amy Inouye, Tom Majich, Stuart Rapeport, Alex Rudisky, Tom Wilson, business member: Ruben Herrera  
Board members absent: Gina Alza, Cyrus Etemad

Open comments: none

Sept. meeting minutes: motion to approve (Alex), seconded (Tom M); approved unanimously

Reports

BIG BELLY—No. Fig is getting 20 single and 12 double; a walk-thru has been done and locations selected. Contract is for installation and maintenance for 12-18 months by city. After that, NFA can choose to maintain or ask for them to be removed. Discussion followed: Joy motioned we inform the city that we do not want them, seconded by Gustavo. Hand-raise vote: 6 ayes, 9 nays. NFA will work to formalize agreement. Maintenance will re-direct energies towards tree maintenance and other tasks. Current trash cans will be relocated. Installation will happen sometime in Nov.

LANI—Alain Datcher introduced himself as the new program manager in charge of the mosaic tile streetscape project. The process is in the bid stage; safety testing of the materials is ongoing. Project will likely not be installed until 2017. Suggestion to talk to LANI about tree trimming grant or help.

General Security—calls are up; street vending and Big Mamas continue to be hotspots. GSS cannot do anything if people are on public sidewalks; city has deemed street vending not illegal at this time. Richard C suggested business owners discourage street vending w/ window signs. Tom W will contact BofA corporate to talk about street vending in front of BofA, which is approved by bank management.

Madhu had a security incident and said GSS did not show up. Sean reminded everyone they can call him directly. Life/safety issues, call 911. John H asked for an estimate from GSS to add additional bike or foot patrol.

LAPD has two-person foot patrol in BID area, they are on a 4-day flex schedule.

Chrysalis—maintenance is status quo. Rick reminded everyone that they can call him directly with any issues. They will report on Big Belly progress and issues when installed. Dumping large objects is an issue behind 5630. Clothes drop bins other than Goodwill & Salvation Army—DOT does not want these—please call to have these removed as they often cause littering problems.

Other issues—handouts distributed for (1) Exodus Recovery homeless service info; (2) city motion on street vending motion before city council; (3) minimum wage ordinance going into effect July 2016; (4) Arroyo Vista preparedness workshop and free flu shots

Thru Great Streets, we are getting one “Soofa” solar powered recharging bench—location TBD; NFA yearly planning report has been submitted to the city; Joy proposed for board to see it in advance of submission next year—NFA to review in Sept & vote in Oct—motion (Tom M), seconded (Alex)—voted unanimously to do this in 2016; Holiday lighting—is out for bids.

NFA Board election update: Nominations report presented by Tom M. Discussion about bylaws and new nominations—no new person qualified to be put on ballot. Gustavo protested procedures and requested to suspend the rules; this cannot be done according to present bylaws; Bylaws will be revised in 2016 to streamline the process. Once new board is in place, they can elect a business owner board member. Eugene from city clerk’s office volunteered to do ballot counts. Ballots will be collected at Future Studio—Eugene will open and count at a specified time before the annual meeting.

Meeting adjourned 11:25 am

Next meeting: annual luncheon board meeting Nov. 17, location TBD



# North Figueroa Association

Highland Park Business Improvement District  
5651 Fallston St., L.A., CA 90042 323-255-5030 Fax 323-257-1036

## 2015 meeting dates:

January-20  
February-17  
March-17-Cancelled

April-21  
May-19  
June-16

July-No Meeting  
August-No Meeting  
September-15

October-20  
November 17-Annual Meeting  
December No Meeting

## Annual Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, November 17, 2015

Time: 10:00 a.m. – 12:00 a.m.

Location: Future Studio 5558 North Figueroa St., LA 90042

Lunch will be served

### Board Members:

Tom Wilson, President  
Stuart Rapeport, Vice-President  
James Bygrave, Treasurer  
Titina Folliero  
Cyrus Etemad  
John Harb  
Richard Calderon  
Ruben Herrera- Business Member

Amy Inouye, Secretary  
Alex Rudisky- Operations Chair  
Tom Majich- Marketing Chair  
Irene Holguin  
Joy Gibson  
Gustavo Alza  
Gina Alza

## Meeting Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment
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- V. Discussion and Action Items:
  - a. Mayor's Office Report
  - b. Council Office Report
  - c. LAPD- SLO Mark Allen Report
  - d. LURN- Rudy Espinoza- Street vending
  - e. Vendors:
    - i. Security
    - ii. Maintenance
    - iii. Old LA Farmers Market
  - f. Board Session
    - i. Soofa & big belly
    - ii. Holiday Lighting
    - iii. Insurance update
    - iv. Election update
    - v. Financials
    - vi. Other Business
- VI. Adjournment-Next Meeting: Tuesday, January 19, 2016 at 10:00 a.m. Location Future Studio, 5558 N. Figueroa St., LA 90042

## **Mandatory 8 Board members to be physically present at each meeting.**

Please RSVP to: Misty lwatsu at [mistyli@aol.com](mailto:mistyli@aol.com)

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North Figueroa Association Board Meeting  
Annual Meeting, Tue. Nov. 17, 2015  
10 am, Future Studio

Called to order: 10:08 am

In attendance (see sign-in sheet)

Board members in attendance: Tom Wilson, James Bygrave, John Harb, Alex Rudisky, Amy Inouye, Stuart Rapeport, Titina Folliero, Irene Holguin, Gina Alza, Gustavo Alza, Ruben Herrera  
Board members absent: Joy Gibson, Richard Calderon, Tom Majich, Cyrus Etemad

Comments: none

Minutes: not approved, subject to revisions to be made by Gustavo and voted on in Jan. 2016

Presentations & Reports:

Rudy Espinosa (Leadership Urban Renewal Program), reported on the status of L.A. city street vending policy (the city does not currently have one); research is being done still by an economic development committee; Current system is unclear and has no enforcement, experiments such as a special district created at MacArthur Park have failed, mostly due to non-enforcement. LEARN is monitoring and suggesting solutions to the city, along with 60+ organizations; (1) permits with fees; (2) enforcement strategy; (3) education; (4) clear rights for vendors and liability insurance; (5) clean-up strategy; (6) bureau of street services to help? Need strict safety regulations, bathroom regulations, protection of property owners.

Pedro Ramirez, CD1: Housing workshop sponsored by CD1 on Wed. 11/20/15.

SLO Mark Allen: two no-hit shootings on Fig in early Oct; 2 women stabbed in Debs Park believed to be gang-related; perp in custody for stabbing on #81 bus. Property crimes, break-ins, car thefts, homelessness, RVs parked along Fig are ongoing issues. Safety is better recently but everyone needs to be vigilant. If you see something, call Ofcr Allen. Parking restrictions for RVs will be instituted soon. Figueroa footbeat officers are on duty 6 days a week, Mon-Sat from 11am to 9pm. Ofcr Allen says that currently they deal w/ street vendors on the basis of complaints filed; they do patrol and checks w/ health dept. but would rather be dealing w/ crime. Undocumented street vendors need to be arrested & processed, and cause further workload for police.

Chrysalis: Big Bellys to be installed upcoming week. Storm drains have been cleaned in anticipation of El Nino. Three members of Chrysalis team: Oscar Enriquez, Rene Trejo, and Steve Murchison talked about their lives and experience with Chrysalis, which not only maintains the streets in the BID but also provides rehabilitation opportunities for their employees. If you have questions or issues, call Rick Stoff.

General Security: Did a joint training w/ LAPD in April and is working to coordinate more w/ LAPD. The GSS 800# is monitored by a live person except after-hours, when the calls patch thru to the field supervisor. If you have questions or issues, call Sean Cohan. Madhu requests a special meeting to discuss GSS hours. NFA will create a security subcommittee to make recommendations for adding/shifting hours. GSS has submitted an estimate for increased security.

Farmers Market: Christopher Nyerges reports the market is in its 9<sup>th</sup> year, operated Tuesdays from 3-7pm (it goes to 8pm in the summer); the market has many loyal fans and regular vendors —farmers, prepared food, and crafts vendors.

Board Session:

Big Belly NFA logo signage is out to city for approval. There is a panel on the sides of the Big Bellys that we can brand w/ a logo (but no advertising).

Soofa—vote by show of hands to install in front of CD1 office.

Holiday lighting—only 1 quote came in for \$5600. John Harb proposed creation of a decorating subcommittee to address 2016 holiday decorations and possible repair and re-use of decorations we own (shooting stars, large scale lighted displays). Vote by show of hands to approve the \$5600 to install stars & garlands.

Insurance—Richard Calderon will report on coverage and new policies (we have two—directors & owners, and general liability); needs to be renewed in Jan. Ask him about umbrella policy?

Elections—recent elections conducted per the bylaws that exist. City attorney is reviewing the election; bylaws as to elections will be reviewed in 2016. Proposal to create a bylaws subcommittee to make recommendations for changes.

Packet given to all board members including a code of ethics and statement of confidentiality; please review and be prepared to sign at Jan. meeting.

Proposal to create a subcommittee to propose a district emergency plan of action; work with security, LAPD, and fire dept. Base on earthquake preparedness model.

Eugene Van Cise, city clerk's office, reminded board about Brown Act compliance and the ban on serial meetings. City clerk does not usually get involved in BID elections and complaints, but as the city owns property in the BID, it has the option to vote on behalf of the city.

Lunch catered by El Pescador.

Meeting adjourned: 11:45

Next meeting: Tue. Jan 19, 2016