



North Figueroa Association

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

2016 meeting dates:

January 19	April 19	July No Meeting	October 18
February 16	May 17	August No Meeting	November 15-Annual Meeting
March 15	June 21	September 20	December No Meeting

Annual Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, January 19, 2016

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 October & November 2015
- 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. Board Session
 - i. Insurance
 - ii. Sub Committee Updates
 1. Bylaws
 2. Holiday Lighting
 3. Security
 4. Emergency Preparedness Plan
 - iii. Financials
 - iv. Other Business
- VI. Adjournment-Next Meeting: Tuesday, February 16, 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 Iwatsu at 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. 19, 2016 – 10am @ Future Studio

In attendance: Sean Cohan (GSS), Rick Stoff(Chrysalis), Madhu Bansal, Jesse Rosas, Mark Allen, Manuel Ortiz, Alex Pinedo, Nina Zvaleko

Board members in attendance: Gina Alza, Alex Rudisky, Tom Majich, Tom Wilson, Joy Gibson, Stuart Rapeport, Amy Inouye, Titina Folliero, John Harb, Richard Calderon

Meeting called to order: 10:02 am

Public comments:

Jesse Rosas: representing community concerns about street cleaning, specifically Rent-a-Center and a business near the post office (Rick will look into this)

John Harb: Big Bellys not working, seems like there is more trash on the streets than before, Soofa not placed where we recommended. Chrysalis is cleaning the units and will monitor problem areas; a lot of the overflow trash is likely from businesses who have previously dumped in the trash cans

Madhu Bansal: presented a petition signed by many property owners to contest NFA board elections. Eugene Van Cise from the city clerk's office will be invited to the next meeting to address concerns.

Joy Gibson: according to bylaws, it does not matter how long people have served on the board; does Figueroa need both a property owner and a business owner group? This will be a discussion for bylaws revision cmte

Tom Wilson: changes to the bylaws have been previously discussed; a committee is formed w/ Joy as head, and Gustavo Alza, Tom Majich, Tom Wilson, and Gina Alza on the cmte; Tom Majich will get copies of other BID bylaws as he is a member of two others

Reports:

Mark Allen (LAPD): recent stabbing homicide at Fig & Ave 59 (someone in custody); homicide in Sycamore Grove Park (suspect identified); increase in gang violence, 9 guns have been taken off the street and related arrests made, there are more patrols on Figueroa, a vendor task force has removed illegal vendors on Fig & York and will work on a daytime sweep; homeless issues, vehicle break-ins continue to be issues. Suggests that businesses invest in video monitoring.

Sean Cohan (General Security): weekend patrols are 10am to 6pm and 6pm to 2am—when new bars and restaurants open, hours may be adjusted; new truck graphics make security more visible; any particular issues, call General Security 800 350-1944 first, or Sean directly

Rick Stoff (Chrysalis): is aware of Big Belly trash problems and graffiti on units. Any particular issues, call Rick directly 310 401-9382

Executive Session:

Nov 2015 minutes: motion to approve Alex, seconded Stuart; vote to approve unanimous. Oct 2015 minutes are being revised by Gustavo Alza, will vote to approve at Feb meeting

Insurance: Richard Calderon has been advising on insurance issues as our insurance recently renewed and Harford would not renew farmers market policy; policy was shopped to the

Nonprofit Insurance Alliance of Calif, and it did go higher but it was bid out to 5 carriers and Richard believes we got the best price. He will help us requote the policy in Sept/Oct. NFA has two insurance policies—directors & officers and general liability. Joy inquires as to whether we can pass the insurance on to vendors w/ a surcharge; James calculates it comes out to approx. \$3 per month per vendor. Misty will discuss w/ farmers market manager. Vote to accept new insurance policies: motion by Richard Calderon, seconded by Joy, vote to approve unanimous, also vote to pay full payment (on Richard's recommendation) rather than installments.

Subcommittees formed, they are each to have a meeting before the next meeting

Bylaws: (see above)

Holiday Lighting: Alex Rudisky (head), Gina Alza, Stuart Rapeport

Security: Tom Majich (head), John Harb, James Bygrave, Gina Alza

Emergency Preparedness: Amy Inouye (head), Sean Cohan, Richard Calderon, Titina Folliero

Misty to send board roster to everyone; photos of board members taken in front of Fig Jam backdrop

NFA Financials for 2015 will be presented at Feb meeting

Fig Jam event rescheduled to March 19; please ask business owners to participate

Meeting adjourned 11:30 am

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



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Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, February 16, 2016 Time: 10:00 a.m. – 11:00 a.m.
Location: Future Studio 5558 North Figueroa St., LA 90042

Board Members:

Tom Wilson, President
Alex Rudisky- Operations Chair
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Richard Calderon

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James Bygrave, Treasurer
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 - a. HP Chamber of Commerce- Andrew Barrera
- IV. Approval of Minutes of October & January 2016
- 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
- VI. Board of Directors Session:
 - a. President's Report
 - b. City Clerk's Office
 - i. Misconceptions of BID assessments
 - ii. BID Board Meeting Decorum
 - iii. BID Assets
 - c. Sub Committee Updates
 - i. Bylaws
 - ii. Holiday Lighting
 - iii. Security
 - iv. Emergency Preparedness Plan
 - d. Executive Directors Updates
 - i. Fig Jam
 - ii. Pressure Washing
 - e. Financials
 - f. Other Business
- VII. Adjournment-Next Meeting: Tuesday, March 15, 2016 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

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North Figueroa Association Board Meeting
Tue Feb 16, 2016 • 10 am, Future Studio

10:01 called to order

Board members in attendance: Tom Wilson, Alex Rudisky, Stuart Rapeport, Amy Inouye, Gina Alza, Titina Folliero, Ruben Herrera, John Harb, Richard Calderon
(other attendees, see sign in sheet)

Public Comments

Andrew Barrera: Highland Park Chamber of Commerce being revitalized; open to new board members; would like to do joint programming w/ NFA to help promote businesses and w/ business assistance (trainings, loans, bus. plans, etc)

Wayne Turner: BKR Gang & Drug Intervention Program; 25-yr resident of HP; offers counseling services; running for pres. of HHPNC; needs office space

Jessie Rosas: Ave 55 near Rent-a-Center needs attention--homeless issues, security, and maintenance (Rick will look into cleaning; Sean will alert security)

Madhu Bansal: concerned about fairness of NFA elections

Ruben Herrera: thinks more meetings and more public comment needed

Closed board meeting called at 10:17

Jan. minutes unanimously accepted

CD1: passed out new 1Voice publication about CD1; Vin Scully Ave. announced; Big Belly pilot program in place now; don't forget Fig Jam March 19

Sean, GSS: GSS officers instructed to make more public contact; if problems, call GSS 800# first, if you get voicemail, call Sean; for emergencies call 911; NFA security committee to work on issues. If you have something to consider, email Tom Majich and John Harb

Rick, Chrysalis: checked on problems from Jan mtg; monitoring Big Bellys for issues—some have already been vandalized and spray painted; some businesses dumping next to Big Bellys, NFA will write a form letter to inform them they shouldn't be doing this; Fallas Paredes (Rent-a-Center) maintenance is up to them

Mark Allen, LAPD: stolen vehicles and robberies continuing; be mindful of surroundings, esp at night; footbeat officer hours being cut back to 2 officer, 4 days

Eugene Van Cise, City Clerk's office: city has certified NFA board elections; please be courteous and professional at meetings; there are many good things NFA has accomplished; NFA has the highest potential of all city BIDs, we should appreciate the positive as we strive to improve

Committees:

Bylaws: 12 areas of concern (incl election procedures, board authority, notification processes, weighted vote explanation, modernizing processes); language being drafted

Security: cmte to meet

Holiday lighting: no updates; need to discuss w/ city; what is budget

Emergency preparedness: Amy & Titina attending Map Your Neighborhood seminar, need to have a mtg

Should we establish a maintenance cmte?

Misty:

Overview of Fig Jam, Sat March 19, 10am to 8pm—sidewalk vending permit secured, businesses can have tables on sidewalk; we will move LANI-grant pressure-washing to just after Fig Jam because there will be wheat-pasted paper on sidewalks; businesses can give paint to Chrysalis to match building for graffiti paint-out

Budget: 2015 overview; farmers market vendors pay 8% of sales, EBT at farmers market has no fees; non-assessed funds—NFA is fiscal receiver for historic lighting project, repaint Chicken Boy project

Expenses: maintenance is over budget, security is underbudget, farmers market is almost at break even

NFA is audited yearly by CPA; Joy requests monthly P&L statement and suggests establishing a finance subcommittee; NFA 2017 budget needs to be submitted to city in April

Meeting adjourned 11:28am

Next meeting: 10am Tue March 15, 2016



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Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, March 15, 2016 Time: 10:00 a.m. – 11:30 a.m.
Location: Future Studio 5558 North Figueroa St., LA 90042

Board Members:

Tom Wilson, President
Alex Rudisky- Operations Chair
Titina Folliero
Joy Gibson
Richard Calderon

Amy Inouye, Secretary
James Bygrave, Treasurer
Irene Holguin
John Harb
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Agenda

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 - a. LANI- Alain Datcher
 - b. Big Belly- Joe Albrecht
- IV. Approval of Minutes of October February 2016
- 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
- VI. Board of Directors Session:
 - a. President's Report
 - b. City Clerk's Office
 - c. Sub Committee Updates
 - i. Bylaws
 - ii. Holiday Lighting
 - iii. Security
 - iv. Emergency Preparedness Plan
 - d. Executive Directors Updates
 - i. Fig Jam
 - e. Financials
 - f. Other Business
- VII. Adjournment-Next Meeting: April 19, 2016 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 Iwatsu at mistyli@aol.com

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North Figueroa Association Board Meeting
Tues. March 15 2016 • 10am, Future Studio

Meeting called to order: 10:04 am

Board members in attendance: Amy Inouye, Stuart Rapeport, James Bygrave, Joy Gibson, Ruben Herrera, John Harb, Tom Wilson, Richard Calderon (see sign-in sheet for other attendees)

Public comment: none

Reports:

LANI (Allen Dasher) & SWA (Gabe Mason)—update on litho-mosaic tile project—bid process has started, construction/installation possibly in early 2017. NFA will maintain, depending on estimates, 14 to 17 corners will be done; safety testing has been done—tiles are durable w/ non-slip coating; specific locations can be adjusted, possibility to add more if funds can be raised (estimate for adding locations to come)

Big Belly So Cal (Joe Albrecht)—wraps have been re-engineered so harder to pull off. No additional vandalism except signs being peeled off has occurred. Savings to date are in fewer trash bag liners needed, possible to eliminate one of the dumpsters. After security committee work is done, we will establish a maintenance committee to track the trash issue. Big Bellies are on an 18-month term. Chrysalis is monitoring Big Bellies, BB will also provide statistics.

Security (Sean Cohan, GSS)—GSS officers are meeting business owners in person block by block; some problems noted at church on Ave 53 w/ homeless and school kids.

Security committee has met (John Harb, Jessie Rosas, Madhu Bansal, Sean Cohan)—please document calls with no response and call/email Sean and John H. Live calls 10am-5pm; after that calls go to the on-duty security officer's cell); Sean is requesting officers personally call back. Escorting employees after hours noted as a courtesy, not part of the contract. If it is decided more security if needed, the solution is to add security at added cost. GSS has provided an estimate.

No new reports from committees: Lighting, Bylaws, Emergency Preparedness

P&L statements for 2015/2016 ready except for bad checks categorization; NFA has two audits yearly from the city and our own CPA, who will be asked to attend June meeting to answer questions.

Fig Jam is Sat March 19, 10 am to 8 pm.

Meeting adjourned 11:20 am, next meeting Tue April 19 @ 10am, Future Studio



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Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, May 17, 2016 Time: 10:00 a.m. – 11:30 a.m.

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

Board Members:

Tom Wilson, President
Alex Rudisky- Operations Chair
Titina Folliero
Joy Gibson
Richard Calderon

Amy Inouye, Secretary
James Bygrave, Treasurer
Irene Holguin
John Harb
Gina Alza

Stuart Rapeport, Vice-President
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Agenda

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- IV. Approval of Minutes of October March 2016
- 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
- VI. Board of Directors Session:
 - a. President's Report
 - b. City Clerk's Office
 - c. Sub Committee Updates
 - i. Bylaws
 - ii. Holiday Lighting
 - iii. Security
 - iv. Emergency Preparedness Plan
 - d. Executive Directors Updates
 - i. Fig Jam
 - ii. Budget- assessment database
 - e. Financials
 - f. Other Business
- VII. Adjournment-Next Meeting: June 21, 2016 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 Iwatsu at mistyli@aol.com

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North Figueroa Association Board Meeting
Tuesday May 17, 2016 @ 10 am
@ Future Studio

Board members in attendance: Alex Rudisky, Tom Wilson, Titina Folliero, John Harb, Richard Calderon, Joy Gibson, Gina Alza, Amy Inouye

Others in attendance (see signup sheet)

Meeting called to order 10:05 am

March 2016 minutes, approved unanimously

Public Comments

Veronica from Arroyo Vista Health Clinic: NELA health fairs scheduled for May 24-29 throughout NELA

Sylvia Robledo (CD1): comments are invited regarding DWP restructuring; new streetlight installed on Ave 55/Fig; new signal to come at Food4Less; HP Bowl now open; animal services workshop to take place May 31, 6:30pm, Ramona Hall; small business workshop at Ebell Club Wed 5/18, 6 to 9 pm, free

LAPD: armed street robberies have occurred late night (10pm-4am-ish); commercial breakins w/ front windows broken recently at Greyhound, Tierra Mia coffee; vendor sweep took place May 3 at night at Fig/York and in Cypress Park; violent crime down; homeless ordinance makes it legal to sleep on sidewalks betw 9pm and 6am—municipal codes are being revised, persons can be cited after 6am; increase in homelessness overall in city & county

General Services: homeless contacts/removals up; they will have refresher training in contact w/ homeless; on-duty officers are supposed to be doing more community networking; please call Sean with feedback

Chrysalis: Fig Jam cleanup and pressure-washing done; some Big Belly signs have been taken and will be replaced; trash bag count is down; Rick distributed annual Chrysalis fact sheet

City Clerk's Office: BID assessment date due June 1; office does an informal audit of NFA quarterly

Closed Board Session

Discussion of budget for 2016-2017—security, maintenance, and minimum wage will be increasing, insurance may also increase; NFA spends 73% of budget on services. Do we increase assessments for 2017? If we do not, we should be status quo for 2017, but will need to increase for 2018. The board voted not to increase for 2017.

Questions: do we add more security? Where can we cut costs?

We will re-bid security, storage, phone service, and health insurance

Motion to not increase assessments for 2017 (Alex, second by John); approved unanimously

BID renewal will be coming in 2019 and we will need to budget for additional expenses for that. By law, we will need an engineer's report, previous one cost \$19,000; last time Misty wrote the renewal MDP, saving \$ from having a consultant do it. Engineer's reports are posted on city website.

Last election issues will be addressed in the bylaws committee recommendations (terms of board members, etc); Alex will report on Christmas inventory at next meeting

Meeting adjourned 11:25 am; next meeting Tue June 21 @ 10am (last meeting before summer break)



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Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, June 21, 2016 Time: 10:00 a.m. – 11:30 a.m.

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

Board Members:

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- IV. Approval of Minutes of May 2016
- 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
- VI. Board of Directors Session:
 - a. President's Report
 - b. City Clerk's Office
 - c. Sub Committee Updates
 - i. Bylaws
 - ii. Holiday Lighting
 - iii. Security
 - iv. Emergency Preparedness Plan
 - d. Executive Directors Updates
 - i. LA Business Journal Ad 1000 ½ pg, 600 1/8 pg
 - e. Financials
 - f. Other Business
- VII. Adjournment-Next Meeting: September 20, 2016 at 10:00 a.m., Future Studio, 5558 N. Figueroa St.

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Please RSVP to: Misty Iwatsu at mistyli@aol.com

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North Figueroa Association Board Meeting June 21 2016
@ Future Studio

Meeting called to order: 10:10

Board members in attendance: James Bygrave, Stuart Rapeport, Amy Inouye, Richard Calderon, Tom Wilson, Leticia & Veronica (proxy for Irene Holguin), Joy Gibson

Others in attendance (see sign-in sheet)

Public comments:

Hugh Horne, Masonic bldg. owner (since July 2015); plans restoration, upgrades; plan to use the space as a theatre/event space in addition to event rentals. Board visit will be planned soon.

Eugene Van Cise: did a surprise inspection of No Fig recently, everything looked OK

James Bygrave: trash area behind theatre is a mess; suggests an enclosure for trash bin; will take photos, suggest someone talk to theatre manager

Security: May report was status quo, no big shifts in reports; officer training still ongoing; any activity on private property needs to be reported to GSS so they can monitor; GSS to create a security info flyer to hand out to problems and reporting

Chrysalis: Big Belly signage is being vandalized and is replaced as needed; construction creating more dirt/dust; in heat, they are doing wellness checks on workers; call Rick w/ issues

Richard Calderon: why not use blowers? Rick will research and report back; questions farmers market expense; can we work to get metrics on attendance, sales, # of transactions, etc; tangible & intangible benefits to community; increase marketing for market, starting w/ Big Belly signs

Tom requests that committee reports be done & presented at Sept meeting

BID renewal budget: figure out where to economize; new finance committee formed w/ John, Gustavo, Richard; management district plan is posted online for renewal guidelines

Misty: Fig Jam event is receiving an award from LA Business Journal, which asked if NFA wanted to buy an ad in the program. Unanimous vote to not take an ad

NFA financials: statement was audited by CPA; request to separate nonassessed finances on a different spreadsheet so it doesn't get confused in overall budget

Meeting adjourned 11:11 am; next meeting Tue Sept 20 @ Future Studio



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

Board Members:

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 - d. LANI- Alain Datcher
 - e. Vendors:
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 - ii. Maintenance
- VI. Board of Directors Session:
 - a. President's Report
 - i. Election-Nominations discussion
 - b. City Clerk's Office
 - c. Sub Committee Updates
 - i. Bylaws
 - ii. Holiday Lighting
 - iii. Emergency Preparedness Plan
 - d. Executive Directors Updates
 - i. Security Pacific Bank Building Sign- Stuart
 - ii. Haunted Harvest Festival
 - iii. RFP- Maintenance & Security
 - e. Financials
 - f. Other Business
- VII. Adjournment-Next Meeting: October 19, 2016 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

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North Figueroa Association
Board Meeting
Tue. Sept. 20, 1016
@ Future Studio

Board members in attendance: Richard Calderon, Tom Wilson, John Harb, Joy Gibson, Titina Folliero, Stuart Rapeport, Amy Inouye, Gina Alza, Gustavo Alza

In attendance: Rick Stoff & Joel (Chrysalis), Sean (GSS), Jessie Rosas, Conrado (CD1), Dalton (the Highlands), Eugene (city clerk), Alan (LANI), Gabe (SWA)

Meeting called to order 10 am

June minutes approved unanimously

Announcements/Public Comments

Jessie: NE business association banquet will recognize businesses and nonprofits in NELA, including NFA, will be in So. Pasadena, more info to come; Friends of SW Museum fundraiser Sept 24; trash behind RentaCenter problem; new GSS officer Jose doing a good job w/ personal contacts

Gustavo: Big Belly in front of their bldg. broken

Conrado: is temporary field rep for HP; Great Streets has a loan program for businesses (GSS possibly to walk street and hand out flyers); tree trimming and sidewalk repairs to come; new signal at Fig & Ave 51 being installed; Keep It Clean campaign for HP launches Oct 22 (8am-1pm)—building & block captains to be assigned; for bulky items, trouble spots and trash—call 311 to report; CD1 providing screen + projector for Haunted Harvest film screening

Richard: does not like Cedillo logo on Big Bellies, “looks like a billboard”

Alan (LANI): there will be 14 pairs of mosaics installed, they will coordinate installation with sidewalk repairs; LADOT is making contract and project has been awarded. Schedule TBD

Sean: busy Aug, many removals; increasing foot patrol; LAPD training to come; new window stickers to come; business cards for officer to come; vehicle break-ins in lot behind Greyhound; issues behind El Pescador; high turnover in GSS team due to higher paying jobs available to qualified people; any problems, call or text Sean

John H: GSS patrol needs to go down to Ave 50; needs to be more visible on the street (park car on Fig more often)

Rick (Chrysalis): introduced Joel from office, he is business manager; handed out scope of work and schedule; blowers now being used in tree areas early mornings; will look into cost of street sweeper truck; any issues, call Rick or Joel

Board Session

Time for elections, half of board up for election. Nominating committee selected: Titina, Gustavo, Richard; letter to be sent out soon and then committee will determine eligibility and set ballot; by-laws committee will meet before Oct mtg and propose amendments to go on ballot (incl. proposal to change board attendance rules)

Holiday lighting: committee researching projectors to replace lights; proposal to come next meeting

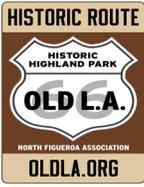
Emergency preparedness: requested Sean to make presentation to board at future mtg

Stuart: NFA sign for top of bank building going forward; estimate approx. \$4500 to make and install sign (w/o electrical); need to get more comprehensive estimate; working w/ CD1

Misty: Haunted Harvest Festival coming w/ film screening (Film LA & CD1 sponsoring); handed out draft RFPs to start process of requesting pricing for maintenance and security services—Gustavo to get bids before Oct 14 meeting; farmers market info also distributed; send any comments to Misty before Oct mtg

Adhoc Finance Committee: Gustavo, Richard, John to meet before Oct meeting, subcommittees to be set up Oct mtg.

Meeting adjourned 11:25am



North Figueroa Association

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

2016 meeting dates:

January 19	April 19	July No Meeting	October 18
February 16	May 17	August No Meeting	November 15-Annual Meeting
March 15	June 21	September 20	December No Meeting

Board of Directors Meeting Agenda & Notice of Meeting

Date: Tuesday, October 19, 2016 Time: 10:00 a.m. – 11:30 a.m.
Location: Future Studio 5558 North Figueroa St., LA 90042

Board Members:

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

Agenda

- I. Call to Order
- II. Introductions
- III. Public Comment- This opportunity is reserved for any public comments to the Board pursuant to the Brown Act with the understanding that no action may be taken, nor discussion conducted on unagendized subjects. It is the Board's policy that persons in the audience may address the Board in connection with any particular agenda item during the public comments period. As provided by the Brown Act, each individual's speaking time shall be limited to two minutes. Anyone desiring to speak during the public comment period must complete a speaker card and submit it to the chair prior to the start of the meeting.
- IV. Approval of Minutes of September 2016
- V. Discussion and Action Items:
 - a. President's Report- update
 - b. Mayor's Office Report- update
 - c. Council Office Report- update
 - d. LAPD- SLO Mark Allen Report- update
 - e. Neighborhood Prosecutor- update
 - f. LANI- Alain Datcher- update
 - g. Vendors:
 - i. Security- report
 - ii. Maintenance- report
- VI. Board of Directors Session (Closed Session):
 - a. City Clerk's Office- update
 - b. Ad-Hoc Committee:
 - i. Bylaws- any updates
 - ii. Holiday Lighting- findings and updates
 - iii. Election- Slate and nomination update
 - c. Executive Directors Updates
 - i. RFP- Maintenance & Security- review, discuss and vote
 - ii. Draft- review annual planning report- approval needed
 - d. Financials
 - e. Other Business
- VII. Adjournment-Annual Meeting: November 19, 2016 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 Iwatsu at mistyli@aol.com

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North Figueroa Association Board Meeting
Tues. Oct. 19, 2016 @ Future Studio

Called to order: 10:05 am

Board members in attendance: Alex Rudisky, Stuart Rapeport, Amy Inouye, Titina Folliero, Cyrus Etimad, Tom Wilson, Gustavo Alza Jr, Tom Majich, Joy Gibson, Richard Calderon

Others in attendance, Raquel Messenger, Sean Cohan, Rick Stoff, Alex Huesca, Manuel Ortiz, Jesse Rosas, Marissa Solis, Gustavo Alza Sr., Madhu Bansal

Comments:

Gustavo Jr: Thank you to nominating committee

Jesse Rosas: Film LA left streetlight covered in front of Amigos; LA Business Assn will have an event on Nov 26 honoring NE businesses

Sept minutes: move to approve (Alex), seconded (Richard), approved unanimously

Reports:

GSS: Activity down a little in Sept; officers walking the district more & documenting contacts; they are getting business cards to hand out; hotspots behind Greyhound and El Pescador; ask LAPD to talk to school about kids loitering in alley behind Pescador; discussion regarding a real-time reporting system (security subcommittee to meet on this); Richard has monitored 2nd shift officer and questions activity; any issues regarding security, call Sean

Chrysalis: New supervisor is Alex (in attendance); workers on break are supposed to take off vests/caps to indicate they are on break; any issues regarding maintenance, call Misty and/or Rick

Holiday Lighting: options are being researched; budget for decorations approx. \$6000; repurposing old decorations would involve electrical issues which are historically difficult & expensive, even if switched to LED bulbs; looking into "GOBO" projectors which has changeable filters and can be used throughout the year; will need to assess locations

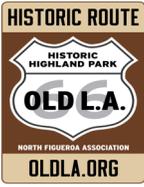
Elections: Nomination petitions are in; slate determined and additional nominations vetted by nominating committee; Joy moved to accept slate, Gustavo Jr seconded, accepted unanimously; ballots with a sample ballot to be mailed by approx. Oct 24; due back by Nov 11; meet to count ballots Mon 11/14; committee new board to be announced at Nov 15 annual meeting

LAPD: Officer Allen: street crime generally down but everyone still needs to be watchful--late night street robberies taking place; as always, put valuables away in cars; neighborhood cleanup taking place 10/22; if you have cameras at your business, point one out to street; my "my311" app

Executive Session: Received 2 new estimates for security; Chrysalis only one that came in for maintenance; please read through estimates and be prepared to vote in Nov; 2017 annual planning report due to city clerk end of Oct; move to approve (Amy), seconded (Stuart), vote to approve unanimous; Financials OK to end of year, anticipated to be slightly under budget; grant apps have been submitted to LANI, USDA for farmers market; DWP for holiday lighting

Meeting adjourned 11:14 am

Next meeting is the annual meeting, 10-noon, Tue Nov 15 @ Future Studio



North Figueroa Association

Highland Park Business Improvement District

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

323-255-5030

Fax 323-257-1036

2017 meeting dates:

January 17
February 21
March 21

April 18
May 16
June 20

July No Meeting
August No Meeting
September 19

October 17
November 15-Annual Meeting
December No Meeting

Board of Directors Meeting Agenda & Notice of Annual Meeting

Date: Tuesday, November 15, 2016 Time: 10:00 a.m. – 12:00 a.m.
Location: Future Studio 5558 North Figueroa St., LA 90042

Board Members:

Tom Wilson, President
Alex Rudisky- Operations Chair
Titina Folliero
Joy Gibson
Richard Calderon

Amy Inouye, Secretary
James Bygrave, Treasurer
Irene Holguin
John Harb
Gina Alza

Stuart Rapeport, Vice-President
Tom Majich- Marketing Chair
Cyrus Etemad
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Ruben Herrera- Business Member

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 - d. Council Office Report- Update
 - e. LAPD- SLO Mark Allen Report- Update
 - f. Neighborhood Prosecutor- Update
 - g. LANI- Alain Datcher- Update & Recap
 - h. Old LA Farmers Market- 2016 Recap- Megan Bomba, Christopher Nyerges
 - i. Vendors:
 - i. Security- Recap & Report
 - ii. Maintenance- Recap & Report
- VI. Board of Directors Session:
 - a. Ad-Hoc Committee
 - i. Election- update and report
 - b. Executive Director- update
 - c. Financials
 - d. Other Business
- VII. Adjournment- Meeting: January 17, 2017 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 Iwatsu at mistyli@aol.com

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North Figueroa Association Annual Meeting
Tue. Nov. 15, 2016 @ Future Studio

Board members in attendance: Stuart, Amy, Richard, Tom W, James, Joy, Gustavo & Gina, Titina, John; others in attendance see sign-in sheet

Meeting called to order 10:07 am

Minutes of Oct meeting approved unanimously (motion by Joy, 2nd Amy)

Reports:

LANI: we have been working on a street tile marker improvement project since 2013; 14 pairs of lithomosaic tiles will be installed in the sidewalk, pair consists of street name marker and a scene from the history of HP; the project has been approved by many agencies and permitting (it is the first mosaic tile project to be approved in the city); waiting for final approval by DOT; hope to start production early 2017; there are 17 designs total, we need to help choose 14

Farmers Market: Christopher, FM manager, reports Occidental College is working on a study of the market in relation to local businesses; winters hours now in effect, market closes at 7; Megan Bomba from Occidental study reports that businesses in the corridor are positively affected by market shoppers, she handed out a preliminary report, they will help suggest improvements and will be doing food demonstrations at the market

GSS: Oct activity up, officers now on foot more, ongoing training and cooperation w/ LAPD; new GSS stickers and business cards will be handed out by officers making personal contacts; one officer is on patrol in 2 shifts: 10am-6pm, 6pm-2am; they patrol Figueroa and alleys betw Ave 50 & 60; problems/suggestions call Sean

Chrysalis: cleans 6 days a week; new supervisor Alex and 2 others; Big Bellys are saving only a little time, new hire Michael Miranda introduced and spoke about Chrysalis which has been with NFA for 15 yrs

Board session: election outcome announced; election was conducted as per bylaws and is certified

Lunch provided by Antigua Bread

Meeting adjourned 11:10 am, next meeting Jan 2017