

**DRAFT MINUTES
WESTWOOD VILLAGE IMPROVEMENT ASSOCIATION
GENERAL MEETING of the
BOARD OF DIRECTORS
January 17, 2019**

The General Meeting of the WVIA was called to order at 8:40 am at 1139 Glendon Avenue.

ROLL CALL

Board Members Present: Jim Brooks, Denise Garcia, Peter Clinco, Jessica Dabney, Brad Erickson , Dean Abell, Kevin Crummy, Bill Tucker, John Heidt, Kifishia Kawachi
Board Members Absent: Patrick Nally
WVIA Staff Present: Andrew Thomas, Megan Furey, Niki Svava
Others Present: Phil Gabriel, Steve Sann, Jasmine Shamolian, Josh Sofaer, Roxane Stern, David Gray

I. Roll Call

II. Report from Board Chair

WVIA Board Chair Jim Brooks welcomed the Board and public to the meeting.

III. Report from Staff

Andrew Thomas gave a brief overview of the meeting's agenda and went through the materials included in the Board Meeting packet. Andrew also updated the Board on the local parking revenue return pilot program, sidewalk vending, Metro's Purple Line Extension construction, the Broxton plaza, the Glendon parklet, painting of the Broxton public parking structure, events in the district, the 2018 WVIA audit, and the Westwood Village Farmers Market.

IV. Public Input

The Board heard general public comment from Steve Sann and Phil Gabriel.

V. Committee Reports

Executive Committee (met 1/9/19)

Jessica Dabney gave the report for the Ad Hoc Affecting Homelessness Committee. Jim Brooks gave the report for the Executive Committee. The report for the Business Attraction and Retention Committee was incorporated into the Board meeting agenda.

VI. Consent Calendar

- A. Approval of Minutes (10/18/18 and 11/15/18 Board Meetings)**
- B. Financial Statements for the Periods Ending 10/31/18, 11/30/18, and 12/31/18**
- C. Information Item: Board Attendance Report**

Brad Erickson made the motion, seconded by Denise Garcia, to approve the Consent Calendar. All in favor.

VII. Open Session Agenda Items – All Items May Result in Board Action (please note that public comment is limited to 2 minutes per individual item).

A. WVIA Vice-Chair Election

The WVIA Board will elect a Vice-Chair

Jessica Dabney made the motion, seconded by Bill Tucker, to elect Brad Erickson as Vice-Chair of the WVIA Board of Directors. All in favor.

B. Ad Hoc Nominating Committee

The WVIA Board Chair will appoint an Ad Hoc Nominating Committee to interview candidates, and then nominate candidates to serve on the WVIA Board of Directors in a Zone 1 and Zone 2 seat.

Jim made the motion, seconded by Denise Garcia, to appoint the Executive Committee members (Jim Brooks, Brad Erickson, Kifishia Kawachi, Kevin Crummy, and Jessica Dabney) to serve on the Ad Hoc Nominating Committee. All in favor.

C. WVIA Bylaws

The WVIA Board will hear a recommendation from the Executive Committee to amend Section 4.07 of the WVIA Bylaws. Section 4.07 states, "... Regular meetings of the Board following the Annual Board Meeting shall be held monthly with a minimum of nine (9) meetings or more frequently as determined by the Board, at such time and place within the boundaries of the Westwood Business Improvement District,, as shall from time to time be determined by the Board..." The recommended amendment states, "...Regular meetings of the Board, including the Annual Board Meeting, shall be held a minimum of four (4) times per year or more frequently as determined by the Board, at such time and place, within the boundaries of the Westwood Business Improvement District as shall from time to time be determined by the Board..." The Board should calendar six meetings in 2019.

Brad Erickson made the motion, seconded by Dean Abell, to amend the Bylaws to read... "...Regular meetings of the Board, including the Annual Board Meeting, shall be held a minimum of six (6) times per year or more frequently as determined by the Board, at such time and place, within the boundaries of the Westwood Business Improvement District as shall from time to time be determined by the Board... " In favor: Brad Erickson, Dean Abell, Jim Brooks, Peter Clinco, Kevin Crummy, Denise Garcia, John Heidt, Kifishia Kawachi, Bill Tucker. Opposed: Jessica Dabney. Motion passed.

D. WVIA sub-Committee Goals

The Board will discuss potential goals for the WVIA sub-Committees

The Board asked each Committee to consider the following proposed goals, and to further consider their goals at their initial meetings of 2019.

Business Attraction & Retention

- Determine ways to increase revenue and create sponsorship opportunities
- Develop strategies to assist district businesses in marketing and promotions
- Increase the number of District events
- Secure, and activate, the Broxton Pedestrian Plaza
- Secure, and activate, a Glendon and a Gayley Parklet
- Evaluate current movie premier activity

Clean, Safe, and Beautiful

- Repair, and add where possible, District electrical infrastructure
- Repair/Paint District Infrastructure (trash cans, benches, light poles, bollards, etc)
- Continue to find ways to affect homelessness in the district (advocate for City ordinances, State legislation, work with the local businesses and the Ad Hoc Affecting Homelessness Committee)
- Complete sidewalk reconstruction
- Improve District landscaping

Executive Committee

- Conduct the 2018 Audit
- Determine 2020 assessments
- Determine the 2020 Budget and Annual Planning Report
- WVSP "Report Back" from Planning response
- Devise Westwood economic assessment and tenanting strategies
- Evaluate WBID C-4 Zoning

Parking, Access, and Transportation

- Improve operations/management/leasing of the Broxton Parking Structure
- Advocate for Metro “Last Mile” recommendations and continued monitoring of Metro Purple Line Extension project
- Advocate for improved mobility in the District
- Implement the \$5 After 5PM pilot program
- Establish the Parking Benefit District
- Evaluate District valet program

VIII. Adjourn

The meeting adjourned at 10:10 a.m.

The undersigned certify that these minutes were approved and adopted at the WVIA Board of Directors meeting on _____.

Chair of the Meeting/James Brooks

Secretary of the Meeting/Kifishia Kawachi