



**DOWNTOWN  
LONG BEACH  
ALLIANCE**

**Executive Committee  
Members**

- Loara Cadavona – Chair
- Debra Fixen – Chair-Elect
- Allison Kripp – Secretary
- Sheva Hosseinzadeh -  
Treasurer
- Alan Pullman – Past Chair
- Eric Lopez – City  
Representative
- Alan Burks
- Denise Carter
- Sam Pierzina

**DLBA Staff**

- Broc Coward, COO
- Jeremy Ancalade, CFO
- Kelsey Mader, Executive  
Assistant

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**EXECUTIVE COMMITTEE MEETING AGENDA**  
**Tuesday, April 12, 2022**  
**8:30 AM**

This meeting is being held via Zoom teleconferencing, pursuant to Assembly Bill 361.  
[Join Meeting](#)  
Meeting ID: 893 7663 3083  
Passcode: 123347

1. CALL TO ORDER and INTRODUCTIONS – Loara Cadavona, Chair
2. SECRETARY REPORT  
**ACTION: Approve Minutes from [March 3, 2022, Meeting](#)**
3. TREASURER’S REPORT – Jeremy Ancalade, DLBA CFO and Sheva Hosseinzadeh,  
Treasurer: [Year-to-Date Draft Financials through Feb 2022](#) 15 Minutes
4. CHAIRPERSON’S REPORT – Cadavona 40 Minutes
  - A. Governance Committee Report – Debra Fixen, Chair-Elect
    - i. [Board Vacancies](#)
      - a. PBID Standard (1)
      - b. Advisory (2)
    - ii. Committee Vacancies
      - a. Public Safety (1)
      - b. Special Events (1)
      - c. Marketing & Communications
  - B. President/CEO Search Committee Update – Debra Fixen, Chair-Elect
    - i. New President/CEO Salary Range  
**ACTION: Approve recommended Salary Range \$190,000 - \$235,000 for New President/CEO**
    - ii. Final President/CEO Candidate Negotiations  
**ACTION: Approve recommendation to Designate Current DLBA Board Chair, Chair-Elect, and Immediate Past-Chair to Negotiate Employment Agreement Terms (ie salary, at-will, optional relocation expenses, etc.) with the Final Candidate**
5. STAFF REPORT – Broc Coward, COO 35 Minutes
  - A. Assembly Bill 361 (AB 361) Compliance  
**ACTION: Vote to authorize DLBA Board and its committees to conduct business via teleconferencing in compliance with AB 361**
  - B. Property-Based Improvement District (PBID) Assessment Adjustments for 2022-23 – Austin Metoyer  
**ACTION: Review and consider annual adjustment to PBID assessments for FY 2022-23, effective January 1, 2023, not to exceed 5% as outlined in the PBID Management Plan**
  - C. Downtown Parking Improvement Area (DPIA) Assessment Adjustments for 2022-23 – Austin Metoyer  
**ACTION: Review and consider annual adjustment to DPIA assessments consistent with annual adjustments on business licenses made by the City of Long Beach effective July 1, 2022.**

- D. Discussion Regarding Recommendations for Proposed Compensation and Retention Strategies for DLBA Staff Members
  - E. PBID Update – Austin Metoyer
  - F. DEIA Update – Mo Mills
  - G. Public Records Request Update
  - H. Miscellaneous
- 6. OLD BUSINESS
  - 7. NEW BUSINESS
  - 8. PUBLIC COMMENTS (three minutes on all non-agenda items)
  - 9. ADJOURNMENT

**NEXT SCHEDULED EXECUTIVE COMMITTEE MEETING:**

Thursday, May 5, 2022

8 AM

Location: TBD

***Mission: Cultivate, preserve and promote a healthy, safe and prosperous Downtown***

All meetings held by the Downtown Long Beach Alliance shall be conducted in compliance with the Brown Act, California Government Code Section 54950 et seq., and its requirement that public commissions, boards, councils, and public agencies conduct business openly, and in compliance with AB 361. E-Mail correspondence regarding agenda items can be directed to [info@dlba.org](mailto:info@dlba.org). Agenda items may also be reviewed as posted in public view at the DLBA offices or at City Hall. If special accommodation is desired pursuant to the Americans with Disabilities Act, please make your request by phone to (562) 436-4259, by noon the day prior to the meeting.