



**DOWNTOWN
LONG BEACH
ALLIANCE**

**BOARD OF DIRECTORS
2022-2023 ANNUAL MEETING MINUTES
Thursday, October 6, 2022
8 AM**

The virtual portion of this meeting is being held pursuant to Assembly Bill 361.

In-Person

Studio One Eleven Conference Room
245 E Third St
Long Beach, CA 90802
OR

Join Zoom Meeting

**Meeting ID: 848 6055 3832
Passcode: 671956**

Voting Present: Loara Cadavona, Debra Fixen, Laurie Gray, John Tully, Alan Burks, Rhonda Love, Graham Gill, Mike Gold, Sam Pierzina, Sheva Hosseinzadeh, Denise Carter, Eric Lopez, Amy Chambers, Ashley Chiddick, Isidro Panuco, Shane Young, Michael Vitug

Voting Absent: Monica Garrett, Cheryl Roberts, Sean Rawson

Non-Voting Present: Council District 1 (Ebony Pearson), Griselda Suarez, Jane Gould, Scott Apel

Non-Voting Absent: Council District 2, Jeremy Harris, Cameron Andrews, Diane Arnold, Don Darnauer

DLBA Staff: Austin Metoyer, Broc Coward, Jeremy Ancalade, Kelsey Mader, Amanda Barrera, Michael Berman, Justine Nevarez, Stephanie Gonzalez

Guests: Daniel Brezenoff, Office of Mayor Robert Garcia; Anita Lakhani, City Attorney's Office; John Sangmeister, Gladstones

- I. CALL TO ORDER and INTRODUCTIONS – Loara Cadavona, Outgoing Chair
[Meeting presentation](#). Called to order at 8:07 AM.
 - Cadavona and Fixen welcomed the new Board and acknowledged several guests.
 - John Sangmeister of Gladstone's introduced himself and voiced concerns about the current state of Downtown. Sangmeister urged the DLBA Board to be mindful of stakeholders concerns and to work with the City and other partners to improve safety throughout the community.
- A. Outgoing Chairperson's Remarks
 - Cadavona thanked the entire Board and DLBA staff for their hard work over the last year.
 - Projects such as the Strategic Plan update, Property Based Improvement District (PBID) renewal, and the Diversity, Equity, Inclusion, and Access (DEIA) Initiative were very important and time-consuming efforts, all while searching for a new President & CEO.
- B. Incoming Chairperson's Remarks – Debra Fixen
 - Fixen thanked Cadavona for her work as Chair of the Board over the last year and expressed her excitement in working with the organization over the next year to build upon the foundation laid by Cadavona.
 - Fixen asked that the financials be pulled from the consent calendar and reported on separately.

2. SECRETARY REPORT: [Minutes from August 17, 2022, Meeting](#)

ACTION: Approve minutes from August 17, 2022 Meeting

MOTION: 1st: Burks; 2nd: Carter

VOTE: None opposed. Tully and Young abstained. Lopez not present for vote. Motion passes.

3. FINANCIAL REPORT: [Year-To-Date Financials through August 31, 2022](#)

- Ancalade presented the financials on slides 7 – 14.
- This year expenses are significantly over due to spend down of deferred dollars which Ancalade explains in greater detail later in the presentation.
- Administrative expenses are over significantly which is driven primarily by personnel and legal expenses. This overage is covered by deferred dollars. There is additional spend down of deferred revenue in August and September.

ACTION: Approve year-to-date financials through August 31, 2022.

MOTION: 1st: Love; 2nd: Gold.

VOTE: None opposed. No abstentions. Motion passes.

4. CHAIRPERSON'S REPORT - Fixen

A. Executive Committee Report

i. Elect 2022-23 Chair-Elect

- Mader facilitated a private vote for FY23 Chair-Elect. There are four candidates: Alan Burks, Denise Carter, Sheva Hosseinzadeh, and Sam Pierzina. All voting members of the Board submitted one vote with Denise Carter awarded the most.

ACTION: Elect Denise Carter to serve as DLBA Board Chair-Elect for a one-year term, effective immediately and expiring September 30, 2023.

MOTION: 1st: Pierzina; 2nd: Burks

VOTE: None opposed. No abstentions. Motion passes.

ii. Elect 2022-23 Executive Committee

ACTION: Approve the 6 candidates below to serve on the DLBA Executive Committee for a one-year term, effective immediately and expiring on September 30, 2023.

MOTION: 1st: Burks; 2nd: Gold

VOTE: None opposed. No abstentions. Motion passes.

- Alan Burks
- Denise Carter
- [Mike Gold](#)
- Sheva Hosseinzadeh
- [Rhonda Love](#)
- Sam Pierzina

B. Governance Committee Report – Fixen, Outgoing Chair

- Fixen reported on the following vacancies, noting that Carter will take over this Committee and this report for the duration of the fiscal year.
 - Board Seat Vacancies
 - Advisory (1)
 - Committee Vacancies:
 - Marketing & Communications (2)
 - Placemaking (1)
 - Public Safety (2)

5. PRESIDENT & CEO REPORT – Austin Metoyer

A. Introduction & Organizational Updates

- Metoyer thanked the Board and the President & CEO Search Committee for their work over the last several months. The Board helped support staff while the President & CEO position was vacant while the Search Committee worked diligently to fill this opening. After a very careful and intentional search he is excited to take on this new role and work more closely with the Board and staff.
- Metoyer reported on several staff positions that remain open and provided a general timeline for when these can expect to be filled.
- He also announced that he plans to meet with the entire Board one-on-one to discuss hopes for the organization over the coming years.

B. Brown Act & Assembly Bill 361 Presentation – Anita Lakhani, Deputy City Attorney

- Lakhani presented on the Brown Act on slides 24 – 48.
- This information is presented to the Board on an annual basis to remind members of the importance of transparency with the public and financial disclosure (Form 700).
- Questions should be directed to the Office of the City Clerk.
- Assembly Bill 361 allows certain bodies subject to the Brown Act to hold meetings virtually while the governor has declared a State of Emergency. Once the State of Emergency ends, all meetings must return to an in-person setting in order to inform the public where the meetings are being held.

ACTION: Vote to authorize DLBA Board and its committees to conduct business via teleconferencing for the next 30 days in compliance with AB 361.

MOTION: 1st: Burks; 2nd: Chiddick

VOTE: None opposed. No abstentions. Hosseinzadeh and Panuco not present for vote. Motion passes.

C. Misc. Updates

- Metoyer reminded the Board that DLBA is a sponsor of the Día de los Muertos event later this month.

6. OLD BUSINESS

7. NEW BUSINESS

8. PUBLIC COMMENTS (three minutes on all non-agenda items)

9. ADJOURNMENT

Adjourned at 9:02 AM.

NEXT SCHEDULED BOARD MEETING:

December TBD

8AM

Location: Hybrid

Mission: Cultivate, preserve and promote a healthy, safe and prosperous Downtown for all.

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. E-Mail correspondence regarding agenda items can be directed to 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.