



**DOWNTOWN  
LONG BEACH  
ALLIANCE**

## **BOARD OF DIRECTORS MEETING AGENDA**

**August 17, 2022**

**8 AM**

**In-Person:**

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

**Join Zoom Meeting**

Meeting ID: 826 4585 3565  
Passcode: 630597

- I. CALL TO ORDER and INTRODUCTIONS – Loara Cadavona

### **CONSENT CALENDAR (Items 2 and 3)**

All matters listed under the Consent Calendar are to be considered routine by the Board and will all be enacted by one motion. There will be no separate discussion of these items unless the Chair, Board Members, or the President and CEO request specific items be discussed and/or removed from the Consent Calendar for separate action.

2. SECRETARY REPORT: Minutes from [June 15, 2022](#), Meeting  
3. FINANCIAL REPORT: [Year-To-Date Financials through June 2022](#)

**ACTION: Approve Consent Calendar Items**

### **REGULAR AGENDA (Items 4-9)**

4. CHAIRPERSON'S REPORT - Cadavona 25 minutes  
A. Executive Committee Report  
i. President/CEO Search Update – Debra Fixen  
ii. Final President/CEO Candidate Negotiations

**ACTION: Recommendation by the Executive Committee to approve the current Chair, Chair-Elect, and immediate Past Chair to negotiate additional terms (at-will employment and, if needed, employment terms and benefits such as vacation, sick, medical, and a onetime contingency up to \$12,000) with guidance from a Human Resources Consultant to ensure alignment with industry standard.**

- iii. President/CEO Transition & Onboarding  
• Organizational/Staff Bonus Structure  
• Overview

**ACTION: Recommendation by the Executive Committee to approve the President/CEO annual base pay and bonus range based off the following evaluation process:**

- Executive shall be eligible to receive an annual increase on their base pay ranging generally from 0-5% on their overall performance scores from evaluation, financial strength of the organization, and CPI/cost of living.
- Executive shall be eligible to receive an annual bonus based on their performance scores related to the Company's accomplishment of certain strategic plan milestones by Executive, financial strength of the organization, and CPI/cost of living.

*Continued on next page.*

- B. Governance Committee Report – Debra Fixen
- i. Executive Committee Election Process
  - ii. Slate Results

**ACTION: Ratify slate results for DPIA & PBID representatives for 2022-2023 Board**

- iii. Board Appointments

**ACTION: In accordance with DLBA Bylaws, approve the following two candidates to serve as At-Large voting Directors, appointed for a two-year term, effective October 1, 2022**

- [John Tully](#), Pedal Movement
- [Jimmy Spicer](#), Daily Dose

**ACTION: In accordance with DLBA Bylaws, approve the following candidate to serve as a voting Director representing PBID – Standard, appointed for a two-year term, effective October 1, 2022 (Contingent upon the sale closing on the property at 4<sup>th</sup> & Linden).**

- [Shane Young](#), Young Lewin Advisors, Inc.

**ACTION: In accordance with DLBA Bylaws, approve the following candidate to serve as Downtown Residential Representative for Area B, voting Director for a two-year term, effective October 1, 2022.**

- Pat Welch, Downtown Resident

**ACTION: In accordance with DLBA Bylaws, approve the following three candidates to serve as non-voting Advisors, appointed for a two-year term, effective October 1, 2022.**

- [Jane Gould](#), St. Luke's/San Lucas Episcopal Church
- Cameron Andrews, Pier Communications
- Jeremy Harris, Long Beach Area Chamber of Commerce

5. PRESENTATION OF [DIVERSITY, EQUITY, INCLUSION & ACCESS INITIATIVE – EQUITY FRAMEWORK WORK PLAN](#) – Co-Chairs, BDS Planning, & Staff 25 minutes

**ACTION: Approve recommendation to adopt the Diversity, Equity, Inclusion, & Access Initiative – Equity Framework Work Plan and its incorporation into the Strategic Plan.**

6. STAFF REPORT – Broc Coward, COO 40 minutes
- A. Brown Act & Assembly Bill 361 Compliance

**ACTION: Approve authorization of DLBA's Board and committees to conduct business via teleconferencing for the next 30 days in compliance with AB 361.**

- B. [FY 2022-23 Draft DLBA Budget](#)

**ACTION: Approve or amend FY 2022-23 Budget as presented and recommended by the Executive Committee.**

- C. PBID Renewal Update – Austin Metoyer
- D. Misc. Updates

- 6. OLD BUSINESS
- 7. NEW BUSINESS
- 8. PUBLIC COMMENTS (three minutes on all non-agenda items)
- 9. ADJOURNMENT

**NEXT SCHEDULED BOARD MEETING:**

**October TBD**

**8AM**

**Location: TBD**

***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](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](tel:(562)436-4259), by noon the day prior to the meeting.