



Board of Governors Meeting
Tuesday, October 18, 2022
3:30 PM
Meeting Via Zoom
Hollywood Hotel
1160 N Vermont Ave, Los Angeles, CA 90029

MINUTES

Call to Order and Self-Introductions.....Jeff Zarrinam, Chair

Motion To Hold Virtual Meeting.....Jeff Zarrinam, Chair

Public Comment

Review of September Minutes.....Jeff Zarrinam, Chair

Review of September Finances.....Lily Weiner

Reports from Public Agencies

2023 Annual Planning Report Approval.....Lily Weiner

LABT September Overview.....Sharyn Romano

Parkway Design & Installation Updates.....Architecture Firm

Welcome to EH monument project.....Discussion

Trash Can UpdateJeff Zarrinam

Security Updates.....Discussion

Next Meeting Date – November 15, 3:30 PM.....Jeff Zarrinam

Adjourn.....Jeff Zarrinam

As a covered entity under Title II of the Americans with Disabilities Act, the City of Los Angeles does not discriminate on the basis of Bra 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.



Board of Governors Meeting
Tuesday, September 20, 2022
3:30 PM
Meeting Via Zoom
Hollywood Hotel
1160 N Vermont Ave, Los Angeles, CA 90029

MINUTES

Attendance Jeff Zarrinam, Ellen Zaman, Jade Genzouk, Berj Tashjian, Susanna Furios, Mark Brady, Michael Tong, Jason Williams

Sharyn Romano, Lily Weiner

Call to Order and Self-Introductions

Motion To Hold Virtual Meeting

Furios, seconded by Tashjian motioned to hold the meeting virtually. **Motion carried.**

Public Comment

Furios noted that the Church of Scientology will be holding an event on October 8th to help clean up the neighborhood.

Review of August Minutes

Zaman, seconded by Tashjian motioned to approve the August minutes. **Motion carried.**

Review of August Finances

Brady, seconded by Furios, motioned to approve August financials. **Motion carried.**

Reports from Public Agencies

LABT August Overview

Romano sent over a report, noting that 948 trash bags were used this month in the EHBID.

She noted that we will be doing Lily pruning within the next month.

Zarrinam and Ernesto went out on a walk and applied for a permit for the parkways in the EHBID. Zarrinam noted that he will reach out to the contractor with information about moving forward.



Parkway Design & Installation Updates

There were no updates on this project.

Welcome to EH monument project

There were no updates on this project.

Trash Can Update

Weiner gave an update on the trash can update, noting that shipping has been delayed and they are hoping to receive them by the next meeting.

New Security Patrol Committee creation and discussion

Zarrinnam noted that the new Security committee will work on creating a new security plan which the EHBID will serve as the fiscal agent.

Next Meeting Date – October 18, 3:30

Adjourn.....Jeff Zarrinnam

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EHBID FINANCIALS

SEPTEMBER 2022

1. Balance Sheet
2. Profit & Loss
3. Profit & Loss YTD Comparison
4. Profit & Loss/Transaction Detail By Account)
5. Bank Reconciliations

**Adjustments have not yet been applied by CPA*

**No assurance is provided on these financial statements*

East Hollywood Business Improvement District
Balance Sheet
As of September 30, 2022

	Sep 30, 22
ASSETS	
Current Assets	
Checking/Savings	
10100 · Chase Bank - Checking	52,404.95
10200 · Chase Bank - Savings	10,391.85
	62,796.80
Total Checking/Savings	
Other Current Assets	
12000 · Assesment Receivables	
12090 · 2016 Assessment	614.02
12091 · 2017 Assessment	771.05
12092 · 2018 Assessment	1,328.60
12095 · 2021 Assessment	2,356.90
12096 · 2022 Assessment	35,051.39
	40,121.96
Total 12000 · Assesment Receivables	
Total Other Current Assets	40,121.96
	102,918.76
Total Current Assets	
TOTAL ASSETS	102,918.76
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	15,096.68
	15,096.68
Total Accounts Payable	
Other Current Liabilities	
26000 · Due to HCC	164.99
	164.99
Total Other Current Liabilities	
Total Current Liabilities	15,261.67
	15,261.67
Total Liabilities	
Equity	
32000 · Unrestricted Net Assets	16,616.00
32100 · Reserve from Old Bid 12-31-2011	9,387.00
Net Income	61,654.09
	87,657.09
Total Equity	
TOTAL LIABILITIES & EQUITY	102,918.76

7:26 PM

10/06/22

Accrual Basis

East Hollywood Business Improvement District
Profit & Loss
September 2022

	<u>Sep 22</u>
Ordinary Income/Expense	
Income	
43000 · Interest Income	0.17
Total Income	0.17
Expense	
60000 · Administrative & Advocacy Exps	
60090 · Management Fee	9,316.86
Total 60000 · Administrative & Advocacy Exps	9,316.86
62000 · Streetscape	
62100 · Groundskeeping & Landscaping	24,118.56
Total 62000 · Streetscape	24,118.56
63000 · Maintenance Exps	
63050 · Supplies - Repairs	608.43
63080 · Janitorial & Cleaning	24,519.27
63081 · Janitorial supplies	744.44
63160 · Other Services	870.63
Total 63000 · Maintenance Exps	26,742.77
68000 · Website Expense	164.99
Total Expense	60,343.18
Net Ordinary Income	-60,343.01
Net Income	<u><u>-60,343.01</u></u>

East Hollywood Business Improvement District
Profit & Loss Prev Year Comparison
January through September 2022

	Jan - Sep 22	Jan - Sep 21	\$ Change	% Change
Ordinary Income/Expense				
Income				
41000 · Tax Assessments				
41110 · Current Year	270,300.11	261,033.34	9,266.77	3.6%
41120 · Prior Year(s)	0.00	1,093.39	-1,093.39	-100.0%
Total 41000 · Tax Assessments	270,300.11	262,126.73	8,173.38	3.1%
43000 · Interest Income	608.82	1,575.36	-966.54	-61.4%
Total Income	270,908.93	263,702.09	7,206.84	2.7%
Expense				
60000 · Administrative & Advocacy Exps				
60020 · Bank Charges	4.00	4.00	0.00	0.0%
60090 · Management Fee	30,585.58	29,220.42	1,365.16	4.7%
60095 · City Cost Recovery Fee	0.00	7,764.12	-7,764.12	-100.0%
60100 · Legal	500.00	0.00	500.00	100.0%
60110 · Accounting	8,500.00	7,500.00	1,000.00	13.3%
60120 · Miscellaneous	-596.95	0.00	-596.95	-100.0%
Total 60000 · Administrative & Advocacy Exps	38,992.63	44,488.54	-5,495.91	-12.4%
61000 · Marketing & Promotion				
61020 · Marketing & Promotion	24,108.64	2,646.08	21,462.56	811.1%
Total 61000 · Marketing & Promotion	24,108.64	2,646.08	21,462.56	811.1%
62000 · Streetscape				
62100 · Groundskeeping & Landscaping	72,355.68	48,237.12	24,118.56	50.0%
Total 62000 · Streetscape	72,355.68	48,237.12	24,118.56	50.0%
63000 · Maintenance Exps				
63050 · Supplies - Repairs	608.43	1,684.38	-1,075.95	-63.9%
63080 · Janitorial & Cleaning	65,610.15	41,090.88	24,519.27	59.7%
63081 · Janitorial supplies	2,344.69	3,439.08	-1,094.39	-31.8%
63110 · Garbage & Trash Removal	4,101.00	0.00	4,101.00	100.0%
63160 · Other Services	870.63	517.99	352.64	68.1%
63190 · Street Repairs	0.00	3,600.00	-3,600.00	-100.0%
Total 63000 · Maintenance Exps	73,534.90	50,332.33	23,202.57	46.1%
64000 · Taxes & Insurance Expenses	0.00	218.31	-218.31	-100.0%
68000 · Website Expense	262.99	0.00	262.99	100.0%
Total Expense	209,254.84	145,922.38	63,332.46	43.4%
Net Ordinary Income	61,654.09	117,779.71	-56,125.62	-47.7%

7:28 PM

10/06/22

Accrual Basis

East Hollywood Business Improvement District
Profit & Loss Prev Year Comparison
January through September 2022

	Jan - Sep 22	Jan - Sep 21	\$ Change	% Change
Net Income	<u>61,654.09</u>	<u>117,779.71</u>	<u>-56,125.62</u>	<u>-47.7%</u>

East Hollywood Business Improvement District
Profit & Loss Detail

September 2022

Accrual Basis

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
Ordinary Income/Expense									
Income									
43000 · Interest Income									
Deposit	09/30/2022		Interest			10200 · Chase Ban...		0.17	0.17
Total 43000 · Interest Income							0.00	0.17	0.17
Total Income							0.00	0.17	0.17
Expense									
60000 · Administrative & Advocacy Exps									
60090 · Management Fee									
Bill	09/03/2022	2022Q3EHBID	Hollywood Chamber of Co...	EHBID Quarterly Administration Fees - 2022Q3		20000 · Accounts P...	9,316.86		9,316.86
Total 60090 · Management Fee							9,316.86	0.00	9,316.86
Total 60000 · Administrative & Advocacy Exps							9,316.86	0.00	9,316.86
62000 · Streetscape									
62100 · Groundskeeping & Landscaping									
Bill	09/01/2022	6386	HBT	July Tree care		20000 · Accounts P...	8,039.52		8,039.52
Bill	09/01/2022	6387	HBT	August Tree care		20000 · Accounts P...	8,039.52		16,079.04
Bill	09/30/2022		HBT	September Tree care		20000 · Accounts P...	8,039.52		24,118.56
Total 62100 · Groundskeeping & Landscaping							24,118.56	0.00	24,118.56
Total 62000 · Streetscape							24,118.56	0.00	24,118.56
63000 · Maintenance Exps									
63050 · Supplies - Repairs									
Bill	09/09/2022	6121	HBT	Supplies and Materials		20000 · Accounts P...	608.43		608.43
Total 63050 · Supplies - Repairs							608.43	0.00	608.43
63080 · Janitorial & Cleaning									
Bill	09/01/2022	6386	HBT	July Media Maint.		20000 · Accounts P...	6,848.48		6,848.48
Bill	09/01/2022	6387	HBT	August Media Maint.		20000 · Accounts P...	6,848.48		13,696.96
Bill	09/09/2022	6121	HBT	Labor & Vehicle Charges--7.25 Days		20000 · Accounts P...	3,973.83		17,670.79
Bill	09/30/2022		HBT	September Media Maint.		20000 · Accounts P...	6,848.48		24,519.27
Total 63080 · Janitorial & Cleaning							24,519.27	0.00	24,519.27
63081 · Janitorial supplies									
Bill	09/01/2022	6386	HBT	Trash Bags		20000 · Accounts P...	327.08		327.08
Bill	09/01/2022	6387	HBT	Trash Bags		20000 · Accounts P...	208.68		535.76
Bill	09/30/2022		HBT	Trash Bags Estimated		20000 · Accounts P...	208.68		744.44
Total 63081 · Janitorial supplies							744.44	0.00	744.44
63160 · Other Services									
Bill	09/09/2022	6121	HBT	Admin 19%		20000 · Accounts P...	870.63		870.63
Total 63160 · Other Services							870.63	0.00	870.63
Total 63000 · Maintenance Exps							26,742.77	0.00	26,742.77
68000 · Website Expense									
General Journal	09/30/2022	2019CPA-27		To post WP Harbor 9/28/22 expense paid by HCC credit card		68000 · Website Ex...	34.00		34.00
General Journal	09/30/2022	2019CPA-27		To post one month website paid by Lily W		68000 · Website Ex...	29.99		63.99
General Journal	09/30/2022	2019CPA-27		To post WP Harbor Web Designed on 9/14/22		-SPLIT-	101.00		164.99
Total 68000 · Website Expense							164.99	0.00	164.99
Total Expense							60,343.18	0.00	60,343.18
Net Ordinary Income							60,343.18	0.17	-60,343.01
Net Income							60,343.18	0.17	-60,343.01

10:22 AM

10/03/22

East Hollywood Business Improvement District
Reconciliation Detail
10100 · Chase Bank - Checking, Period Ending 09/30/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						112,688.14
Cleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	09/20/2022	1380	Hollywood Chamber...	X	-9,316.86	-9,316.86
Check	09/20/2022	1381	Hollywood Chamber...	X	-68.00	-9,384.86
Total Checks and Payments					-9,384.86	-9,384.86
Total Cleared Transactions					-9,384.86	-9,384.86
Cleared Balance					-9,384.86	103,303.28
Uncleared Transactions						
Checks and Payments - 2 items						
Bill Pmt -Check	07/26/2022	1377	HBT		-15,133.68	-15,133.68
Bill Pmt -Check	09/20/2022	1382	HBT		-35,764.65	-50,898.33
Total Checks and Payments					-50,898.33	-50,898.33
Total Uncleared Transactions					-50,898.33	-50,898.33
Register Balance as of 09/30/2022					-60,283.19	52,404.95
Ending Balance					-60,283.19	52,404.95

10:25 AM

10/03/22

East Hollywood Business Improvement District
Reconciliation Detail
10200 · Chase Bank - Savings, Period Ending 09/30/2022

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						10,391.68
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	09/30/2022			X	0.17	0.17
Total Deposits and Credits					0.17	0.17
Total Cleared Transactions					0.17	0.17
Cleared Balance					0.17	10,391.85
Register Balance as of 09/30/2022					0.17	10,391.85
Ending Balance					0.17	10,391.85