



Board of Governors Meeting
Tuesday, January 17, 2023
3:30 PM
Los Angeles City College Foundation
Student Union Building, 3rd Floor
855 North Vermont Avenue
Los Angeles, CA 90029

MINUTES

Call to Order and Self-Introductions.....	Jeff Zarrinam, Chair
Motion To Hold Virtual Meeting.....	Jeff Zarrinam, Chair
Review of December Minutes.....	Jeff Zarrinam, Chair
Review of December Finances.....	Lily Weiner
Board of Governors Election.....	Lily Weiner
• Ballot Count	
Officer Elections.....	Jeff Zarrinam
• Chair	
• Vice Chair	
• Treasurer	
• Secretary	
LABT December Overview.....	Sharyn Romano
Parkway Design & Installation Updates.....	Architecture Firm
Decorative Street Lighting.....	Jeff Zarrinam
Trash Can Update	Jeff Zarrinam
Security Updates.....	Discussion
Reports from Public Agencies	
Public Comment	
Next Meeting Date – February 21, 3:30 PM.....	Jeff Zarrinam



Adjourn.....Jeff Zarrinam

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**Board of Governors Meeting
Tuesday, December 13, 2022
3:30 PM
Meeting Via Zoom
Hollywood Hotel
1160 N Vermont Ave, Los Angeles, CA 90029**

Attendance: Jeff Zarrinam, Michael Tong, Susanna Furios, Berj Tashjian, Mark Brady, Lisa Nasua, Ellen Zaman, Jason Williams, Berj Tashjian

Public Comment:

Furios gave an update on new events coming to the neighborhood

Reports from Public Agencies

Serapia Kim gave an update from the mayors office, noting that the city is working on some environmental protections for LA residents, including banning the sale of Styrofoam,

Nominations

The nominating committee recommended the following for a two-year term on the EHBID

Jeff Zarrinam
Ellen Zaman
Susanna Furios
Berj Tashjian

Zarrinam, seconded by Williams, motioned to accept the nominations. **Motion carried.**

Adjourn

Zarrinam adjourned the meeting at 3:51 PM.



EHBID FINANCIALS

DECEMBER 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 December 31, 2022

	Dec 31, 22
ASSETS	
Current Assets	
Checking/Savings	
10100 · Chase Bank - Checking	30,132.35
10200 · Chase Bank - Savings	10,392.36
Total Checking/Savings	40,524.71
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
Total 12000 · Assesment Receivables	40,121.96
Total Other Current Assets	40,121.96
Total Current Assets	80,646.67
TOTAL ASSETS	80,646.67
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
20000 · Accounts Payable	54,856.28
Total Accounts Payable	54,856.28
Other Current Liabilities	
26000 · Due to HCC	72.01
Total Other Current Liabilities	72.01
Total Current Liabilities	54,928.29
Total Liabilities	54,928.29
Equity	
32000 · Unrestricted Net Assets	16,616.00
32100 · Reserve from Old Bid 12-31-2011	9,387.00
Net Income	-284.62
Total Equity	25,718.38
TOTAL LIABILITIES & EQUITY	80,646.67

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01/11/23

Accrual Basis

East Hollywood Business Improvement District
Profit & Loss
December 2022

	<u>Dec 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	8,039.52
Total 62000 · Streetscape	8,039.52
63000 · Maintenance Exps	
63080 · Janitorial & Cleaning	6,848.48
63081 · Janitorial supplies	247.53
63110 · Garbage & Trash Removal	4,101.00
Total 63000 · Maintenance Exps	11,197.01
68000 · Website Expense	34.00
Total Expense	28,587.39
Net Ordinary Income	-28,587.22
Net Income	<u><u>-28,587.22</u></u>

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

	Jan - Dec 22	Jan - Dec 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	609.33	1,575.87	-966.54	-61.3%
43100 · Late Collection Penalties	0.00	416.44	-416.44	-100.0%
Total Income	270,909.44	264,119.04	6,790.40	2.6%
Expense				
60000 · Administrative & Advocacy Exps				
60020 · Bank Charges	4.00	4.00	0.00	0.0%
60090 · Management Fee	41,267.60	38,537.28	2,730.32	7.1%
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	10,000.00	7,500.00	2,500.00	33.3%
60120 · Miscellaneous	-596.95	0.00	-596.95	-100.0%
60190 · Community Outreach	0.00	14.04	-14.04	-100.0%
Total 60000 · Administrative & Advocacy Exps	51,174.65	53,819.44	-2,644.79	-4.9%
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	96,474.24	106,379.24	-9,905.00	-9.3%
Total 62000 · Streetscape	96,474.24	106,379.24	-9,905.00	-9.3%
63000 · Maintenance Exps				
63050 · Supplies - Repairs	608.43	1,684.38	-1,075.95	-63.9%
63080 · Janitorial & Cleaning	86,155.59	82,181.76	3,973.83	4.8%
63081 · Janitorial supplies	3,264.88	5,054.50	-1,789.62	-35.4%
63110 · Garbage & Trash Removal	8,202.00	0.00	8,202.00	100.0%
63160 · Other Services	870.63	2,398.99	-1,528.36	-63.7%
63190 · Street Repairs	0.00	4,100.00	-4,100.00	-100.0%
Total 63000 · Maintenance Exps	99,101.53	95,419.63	3,681.90	3.9%
64000 · Taxes & Insurance Expenses	0.00	218.31	-218.31	-100.0%
68000 · Website Expense	335.00	0.00	335.00	100.0%
Total Expense	271,194.06	258,482.70	12,711.36	4.9%

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01/11/23

Accrual Basis

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

	<u>Jan - Dec 22</u>	<u>Jan - Dec 21</u>	<u>\$ Change</u>	<u>% Change</u>
Net Ordinary Income	<u>-284.62</u>	<u>5,636.34</u>	<u>-5,920.96</u>	<u>-105.1%</u>
Net Income	<u>-284.62</u>	<u>5,636.34</u>	<u>-5,920.96</u>	<u>-105.1%</u>

East Hollywood Business Improvement District Transaction Detail By Account

Accrual Basis

December 2022

Type	Date	Num	Name	Memo	Clr	Split	Debit	Credit	Balance
43000 · Interest Income									
Deposit	12/31/2022			Interest		10200 · Chase Bank - Savings		0.17	0.17
Total 43000 · Interest Income							0.00	0.17	0.17
60000 · Administrative & Advocacy Exps									
60090 · Management Fee									
Bill	12/31/2022	2022...	Hollywood Chamber of Commerce			20000 · Accounts Payable	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	12/31/2022		HBT	December Tree care		20000 · Accounts Payable	8,039.52		-8,039.52
Total 62100 · Groundskeeping & Landscaping							8,039.52	0.00	-8,039.52
Total 62000 · Streetscape							8,039.52	0.00	-8,039.52
63000 · Maintenance Exps									
63080 · Janitorial & Cleaning									
Bill	12/31/2022		HBT	December Media Maint.		20000 · Accounts Payable	6,848.48		-6,848.48
Total 63080 · Janitorial & Cleaning							6,848.48	0.00	-6,848.48
63081 · Janitorial supplies									
Bill	12/31/2022		HBT	Trash Bags		20000 · Accounts Payable	247.53		-247.53
Total 63081 · Janitorial supplies							247.53	0.00	-247.53
63110 · Garbage & Trash Removal									
Bill	12/05/2022	SO 22...	Keystone Ridge Designs	Balance and Final payment		20000 · Accounts Payable	4,101.00		-4,101.00
Total 63110 · Garbage & Trash Removal							4,101.00	0.00	-4,101.00
Total 63000 · Maintenance Exps							11,197.01	0.00	-11,197.01
68000 · Website Expense									
General Journal	12/31/2022	2019...	WPHarbor	WP Harbor \$34 paid by HCC Credit card		26000 · Due to HCC	34.00		-34.00
Total 68000 · Website Expense							34.00	0.00	-34.00
TOTAL							28,587.39	0.17	-28,587.22

East Hollywood Business Improvement District
Reconciliation Detail
10100 · Chase Bank - Checking, Period Ending 12/31/2022

Type	Date	Num	Name	Clr	Amount	Balance
Beginning Balance						66,008.48
Cleared Transactions						
Checks and Payments - 3 items						
Bill Pmt -Check	11/03/2022	1384	HBT	X	-15,141.45	-15,141.45
Bill Pmt -Check	12/08/2022	1387	Keystone Ridge Desi...	X	-4,101.00	-19,242.45
Bill Pmt -Check	12/08/2022	Online	Joe Gallardo, CPA	X	-1,500.00	-20,742.45
Total Checks and Payments					-20,742.45	-20,742.45
Deposits and Credits - 1 item						
Bill Pmt -Check	07/26/2022	1377	HBT	X	0.00	0.00
Total Deposits and Credits					0.00	0.00
Total Cleared Transactions					-20,742.45	-20,742.45
Cleared Balance					-20,742.45	45,266.03
Uncleared Transactions						
Checks and Payments - 1 item						
Bill Pmt -Check	12/08/2022	1386	HBT		-15,133.68	-15,133.68
Total Checks and Payments					-15,133.68	-15,133.68
Total Uncleared Transactions					-15,133.68	-15,133.68
Register Balance as of 12/31/2022					-35,876.13	30,132.35
Ending Balance					-35,876.13	30,132.35

East Hollywood Business Improvement District
Reconciliation Detail
10200 · Chase Bank - Savings, Period Ending 12/31/2022

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Clr</u>	<u>Amount</u>	<u>Balance</u>
Beginning Balance						10,392.19
Cleared Transactions						
Deposits and Credits - 1 item						
Deposit	12/31/2022			X	0.17	0.17
Total Deposits and Credits					0.17	0.17
Total Cleared Transactions					0.17	0.17
Cleared Balance					0.17	10,392.36
Register Balance as of 12/31/2022					0.17	10,392.36
Ending Balance					0.17	10,392.36