



Interim Board of Directors Meeting #4
Thursday, July 8th, 2021, 2 p.m./ Meeting via Zoom

Present: Steve Huber, Kim Recharte, Vyto Adomaitis, Gary Blum, Lorenzo Castillo, Luis Hernandez, Michelle Kenney, Clayton Coates, Matt Mansi, Alfredo Plascencia, Ozzie Lopez (joined at 2:30 p.m.)

Absent: Ricardo Torres, Rob Devericks, Tiffany Lopez, Magda Weydt

Guests: Rosie Ornelas (Economic Development), Ashley Golden (Asst. City Manager), Michelle Flippo (Visit Oxnard) Abel Magana

Staff: Marco Li Mandri, /New City America (Consultant to the City Manager)

DRAFT MINUTES:

Item	Discussion	Action Taken?
1. Introductions	Steve Huber, President, called the meeting to order at 2:03 pm. A quorum was met.	No action taken
2. Announcements, public comment, City updates	As a result of the passage of Measure E, the Council was able to approve the City's first positive budget at the June 30 th meeting. The City is receiving \$59 million for the next two years from American Rescue Plan, already received \$27 million this year and expect the second disbursement next Spring. City Council Committee will meet Tuesday July 13 th to discuss the use of funds. Thursday July 29 th will be the for the full council's consideration.	No action taken
3. Approval of May 13th, 2021 Interim Board Minutes	The minutes of the third meeting of the Interim Board of Directors of the DOIA were reviewed and Steve ask if anyone had any corrections.	Matt moved and Vyto seconded approval of the minutes as presented. The minutes were approved unanimously.
4. Overview of immediate tasks: Transfer of funds from ODMD to DOIA	Abel reported DOIA had its first deposit in Citizen's bank, for the assessment for the City owned properties for about \$140,000. Expecting another check from the city from the County collection of \$145,000 early next week and from the Successors agency properties of \$5,070.	No action taken

<p>5. Committee Reports:</p> <p>Executive Committee</p> <p>a. Recommendation on office options: Heritage Square, current office, Train Station</p> <p>b. Reorganization of Financial Report according to new categories</p> <p>c. Supplemental budget to fund District Identity Committee</p> <p>d. Selection of Bank, recommendation to use Citizens Business Bank</p> <p>e. Next meeting: August 5th, 2021 1:30 p.m.</p> <p>District Identity and Placemaking Committee</p> <p>a. Status of website and Social Media, RFP responses</p> <p>b. Events-status</p> <p>c. Next Meeting: Wednesday, July 21st 2:00 p.m.</p>	<p><u>Executive Committee</u></p> <p>a. The committee has met twice regarding the new office space, originally the current office building was up for lease and thus prompted the search for a new place, but now it is off the market. Pros and Cons were discussed for all locations and narrowed down to current space and Heritage Square.</p> <p>b. Abel reported a bank account was not setup for DOIA in June so no expenses or deposits were made. This week he completed the process of opening the new account and is waiting for Vyto to sign off and pickup checks to begin processing expenses. QuickBooks chart of accounts has been setup with the new categories and budgets.</p> <p>c. This budget was made for the remainder of this fiscal year, there was some carryover for the holiday décor and so adjustments were made to determine which budgets needed more or less.</p> <p>d. The Executive Committee had previously selected Mechanics Bank but could not open that account due to missing IRS forms. Citizens Business Bank is a local bank who is the bank for the Chamber of Commerce, an account has been opened and Steve and Kim have signed for the account.</p> <p>e. Next meeting will be held via Zoom on August 5th, 2021 at 1:30 p.m.</p> <p><u>District Identity and Placemaking Committee</u></p> <p>a. The committee agreed the website was good since its recent update and the social media contract to be handled by The Downtowners (DOMA) through the end of November. Another RFP can be issued for the contract afterwards.</p> <p>b. A few events are being discussed, the City is also working on a few events, once the dates are set it will be reported to the board.</p> <p>c. Next meeting will be held Wednesday July 21st at 2:00 p.m.</p>	<p>a. Matt moved and Steve seconded the approval of Heritage Square office space contingent upon safety improvements completed by the City. Vote 5 to 4 and one abstention. Motion passed.</p> <p>b. Kim moved and Steve seconded the approval of the reorganization of the Financial Report. Motion passed unanimously.</p> <p>c. Michelle moved and Matt seconded the approval of the District Identity Committee Budget. Motion passed unanimously.</p> <p>d. No action taken</p> <p>e. No action taken</p> <p><u>District Identity Committee</u></p> <p>a. Kim moved and Luis seconded to allow the District Identity Committee to enter into an agreement with DOMA based upon the scope</p>
---	--	---

<p>Civil Sidewalks Committee</p> <p>a. Review of District Maintenance Services at upcoming meeting-to be determined</p> <p>b. Update on the conditions in Downtown</p> <p>c. Supplementing of budget, via the Committee discussion</p> <p>Land Use Committee</p> <p>a. Update from meeting with Vyto’s presentation, review of new projects</p> <p>b. Next meeting to review the use of the train station, airport impact on Downtown</p>	<p><u>Civil Sidewalks Committee</u></p> <p>Tabled for next month, chair was not present at the time of item.</p> <p><u>Land Use Committee</u></p> <p>a. The committee met two weeks ago for the presentation of all the new projects coming to downtown. For housing there is about 900 in construction and about 2,000 processing. Yesterday at the directors hearing, the C street apartments for Matt’s firm was approved. 5 Years into the future the downtown will have more housing and new developments that will make a positive impact.</p> <p>b. Next meeting the data of how many people commuting to and from Los Angeles using the train station will be discussed along with the opportunities and restriction tied to it the airport.</p>	<p>of services that they will provide within the next two weeks that will be aligned with the RFP they responded to. Gary and Michelle abstained. Motion passed.</p> <p>b. No action taken</p> <p>c. No action taken</p> <p><u>Civil Sidewalks Committee</u></p> <p>Tabled for next month</p> <p><u>Land Use Committee</u></p> <p>a. No action taken</p> <p>b. No action taken</p>
<p>6. Other, new business</p>	<p>Abel informed the board that Amber Garcia, Administrative Assistant for The Oxnard Downtown Management District, put her two weeks in and will not be continuing with the DOIA.</p>	<p>No action taken</p>
<p>7. Next Meeting</p>	<p>The next meeting of the Interim Board of Directors will be held via Zoom on Thursday August 12th, at 2:00 p.m. A Zoom link will be sent out. Meeting adjourned at 3:00 p.m.</p>	<p>No action taken</p>

Minutes taken by Amber Garcia