

M O T I O N

TO CITY CLERK FOR PLACEMENT ON NEXT
REGULAR CITY COUNCIL AGENDA TO BE POSTED

#59

On July 23, 2021, the City Council instructed the City Clerk to negotiate and execute a sole source contract with Urban Place Consulting Group, Inc. (Urban Place) for the creation of a new 501(c)6 non-profit business association to administer the Greater Leimert Park Village / Crenshaw Corridor Business Improvement Districts' (BID) operations. On November 24, 2021, the City Council authorized the execution of an amended agreement with Urban Place for the continuation of consulting services for the GLPVCC BID. To date, a new California Nonprofit Mutual Benefit Corporation has been formed, however further assistance is required for the re-establish BID operations over a three month period. This assistance will include:

- Assigning Urban Place as interim manager until an Executive Director to the Board is hired;
- Collect, organize and file information through the City Clerk's B.I.D. portal to maintain compliance with the City Clerk's reporting standards;
- Create a 2022-2023 budget for Board consideration and approval;
- Facilitate timely, and orderly board meetings, including the maintenance of agendas and minutes;
- Develop Greater Leimert Park Village / Crenshaw Corridor Business Improvement District brand package and implementation strategy.
- Facilitate the onboarding of vendors selected by the GLVPVCC BID Board members;
- Facilitate a BID administrator & board member training on the organization, Management District Plan, City policies, the BID portal, board meeting procedures and policies that comply with the Brown Act, and financial policies.

Action is needed to authorize a supplemental agreement with Urban Place for the above listed services.

I THEREFORE MOVE that the City Clerk be instructed and authorized to prepare, process, execute and administer a second supplemental agreement to the contract between the City and Urban Place Consulting Group, Inc. to provide additional services to support the re-establishment of the Greater Leimert Park Village / Crenshaw Corridor Business Improvement District, as further described in the text of this Motion, at a cost not to exceed \$15,000, using funding available from the Business Improvement District Trust Fund No. 659, and subject to the approval of the City Attorney as to form.

PRESENTED BY



HERB J. WESSON, Jr.

Councilman, 10th District



SECONDED BY



JUN 29 2022