

LOS ANGELES CONVENTION AND EXHIBITION CENTER AUTHORITY

Meeting
Wednesday
March 11, 2015
10:30 a.m.
Los Angeles Convention Center

The Los Angeles Convention and Exhibition Center Authority (Authority) convened a regular meeting on Wednesday, March 11, 2015, at 10:45 a.m. at the Los Angeles Convention Center (LACC), located at 1201 S. Figueroa Street, Los Angeles, CA 90015, in Meeting Room 503.

COMMISSIONERS PRESENT

Wayne Avrashow, President
Cheryl Turner, Vice President

Ray Bishop
Martin Cooper
David Cunningham
Ingrid Hutt
J. Richard Leyner
Robert Mallicoat
Keith Martin
Courtney Reum
Jason Seward

COMMISSIONERS ABSENT

Peter Gravett
Majib Siddiquee

DEPARTMENT STAFF AND GUESTS PRESENT

Tom Fields, Assistant General Manager & COO –
Los Angeles Department of Convention & Tourism Development (CTD)
Diana Mangioglu, Assistant General Manager, Finance & Administration – CTD
Glyn Milburn, Business Representative – Office of the Mayor
Terry Martin-Brown, Assistant City Attorney – Office of the City Attorney
Kimberly Miera, Deputy City Attorney – Office of the City Attorney
Natalie Brill, Chief of Debt Management – Office of the City Administrative Officer (CAO)
Derik Pearson, Management Assistant - CAO
Keith Hilsgen, Vice President, Finance – AEG
Barbara Kirklighter, Vice President, Revenue Strategy – LATCB
Cristine Villorante, Executive Administrative Assistant – CTD

Item 1. Call to Order – The meeting was called to order by President Avrashow.

Item 2. Public Comment – There was no public comment.

Item 3. Approval of Meeting Minutes

Motion to approve meeting minutes from February 11, 2015.

APPROVED

Moved by: Commissioner Cunningham

Seconded by: Commissioner Leyner

Ayes: Pres. Avrashow, VP Turner, Commissioners Bishop, Cooper, Cunningham, Hutt, Leyner, Mallicoat, Martin, Reum, and Seward

Nays: None

Absent: Commissioners Gravett and Siddiquee

Motion to amend meeting minutes from January 14, 2015.

Commissioner Turner requested changes to Item 5, Election of Officers:

- 5th paragraph, change the name of Commissioner nominating Commissioner Turner as President from Commissioner Bishop to Commissioner Martin.
- 6th paragraph, change "Commissioner Bishop's substitute motion was withdrawn..." to "Commissioner Martin's substitute motion was withdrawn..."
- Nominees for President: Cheryl Turner, change "Moved by Commissioner Seward" to "Moved by Commissioner Martin"
- First Round, Nominees for Vice President: Cheryl Turner, change "Moved by Commissioner Bishop" to "Moved by Commissioner Seward"
- Second Round, Nominees for Vice President: Cheryl Turner, change "Moved by Commissioner Cooper" to "Moved by Commissioner Seward" and change "Seconded by Commissioner Seward" to "Seconded by Commissioner Cooper"

Discussion ensued regarding the responsibility of the Commission Secretary for the accuracy of the meeting minutes based on the meeting recording. President Avrashow moved to instruct Commission Secretary to listen to the January 14, 2015, meeting recording and report back to the Authority if the minutes are accurate or require changes, seconded by Commissioner Leyner. Prior to roll call vote, Commission Secretary informed the Authority that there were technical difficulties with the meeting recording and the only recording available was a partial recording obtained by a public citizen who happened to be recording the January 14, 2015, meeting. The motion was discontinued.

Vice President Turner withdrew her request for changes due to the fact that the Authority did not have the background on reasons the changes were made and Commissioner Bishop, whose record would've been affected by the changes, was not included in the discussion on the proposed changes.

Motion to approve meeting minutes from January 14, 2015, without amendments.

APPROVED:

Moved by: Commissioner Martin
Seconded by: Vice President Turner

Ayes: Pres. Avrashow, VP Turner, Commissioners Bishop, Cooper, Cunningham, Hutt, Leyner, Mallicoat, Martin, Reum, and Seward

Nays: None

Absent: Commissioners Gravett and Siddiquee

Motion to amend meeting minutes from November 11, 2014.

Commissioner Bishop followed up on his request for the Authority to receive Controller reports on leases and payments under the Authority's purview. The request was not noted in the meeting minutes.

In light of the technical difficulties that transpired with the meeting recording for the January 14, 2015, meeting, Commissioner Seward commented that a policy should be put in place or administrative action be taken when things of this magnitude happen. He also stated that the policy should incorporate steps to ensure this type of problem doesn't happen again and a notification process to the Authority when it does happen.

President Avrashow asked Mr. Tom Fields to speak on the issue. Mr. Fields confirmed that meetings are recorded and the recordings are kept. Mr. Fields recommended that staff get back to the Authority with a proposed process for the Authority's consideration.

Motion to continue both the January 14, 2015, and November 11, 2014, meeting minutes to the next Authority meeting for the purpose of the Commission Secretary to review the meeting recordings for accuracy.

APPROVED:

Moved by: Commissioner Cunningham
Seconded by: Commissioner Seward

Ayes: Pres. Avrashow, VP Turner, Commissioners Bishop, Cunningham, Hutt, Leyner, Mallicoat, Martin, Reum, and Seward

Abstain: Commissioner Cooper
(per City Attorney Counsel, Terry Martin-Brown, to abstain would still count as a Yes vote)

Nays: None

Absent: Commissioners Gravett and Siddiquee

Item 4. President's Report

Ad Hoc Committees

President Avrashow suggested establishing two Ad Hoc Committees (Finance and Expansion/Modernization) with a set meeting schedule of no more than six meetings or to conclude by December of 2015, whichever would come sooner.

President Avrashow opened the floor for discussion and to note Commissioner interest in serving on either of the Ad Hoc Committees.

Commissioner Cunningham asked Ms. Martin-Brown if the Ad Hoc Committee requires additional meetings, would the Ad Hoc Committee be required to go back to the Authority for approval. Ms. Martin-Brown replied that it may not be necessary, but the Ad Hoc Committee may have Brown Act requirements to adhere to.

Commissioner Leyner asked to revisit the establishment of a Communications Committee, to which President Avrashow agreed. A discussion ensued. Vice President Turner, Commissioners Bishop, Cooper, and Leyner agree that a Communications Committee is needed. Commissioners Cunningham suggested that the Authority proceed with President Avrashow's recommended committees and those interested in establishing a Communications Committee identify what that committee would consist of and discuss it at a future meeting. Mr. Glyn Milburn added that the Mayor's office will provide suggested talking points around Plan B in case there are public inquiries and stated the Mayor's main priority is the expansion and modernization of the Convention Center and tourism in Los Angeles.

Upon conclusion, President Avrashow conveyed that the suggested committees have a higher priority relative to timing and topics to discuss, whereas the Communications Committee needs a more united and coordinated effort throughout the respective City Departments and to establish one now would be premature.

Committee Assignments for Consideration

Finance Ad Hoc Committee: Commissioners Bishop, Cunningham, Hutt, and Reum

Expansion/Modernization Ad Hoc Committee: Commissioners Cunningham, Mallicoat, Martin, Reum, and Seward

President Avrashow asks that any other Commissioners interested in serving on a committee contact him in the next couple of weeks. There will be an announcement of the committee members prior to the next meeting.

Comparison of Responsibilities

President Avrashow, Executive Director Bud Ovrom, and President Jon Vein of the CTD Department Commission have discussed the respective duties of each Commission, but further discussions are pending. This item will be added to the next meeting agenda.

Introductions

President Avrashow took a moment to introduce the Authority's newly appointed Commissioner, Ms. Ingrid Hutt, and the CTD Department's newly appointed Assistant General Manager, Ms. Diana Mangioglu.

Item 5. Brown Act Review

Prior to the start of Ms. Martin-Brown's presentation, she informed the Authority of her plans to retire this month and introduced Ms. Kimberly Miera, Deputy City Attorney, who is on temporary assignment to the Authority.

Ms. Martin Brown presented the Authority with excerpts from the Brown Act highlighting the comparison of a standing committee verses an advisory committee, procedures for teleconferencing, prohibitions against serial meetings.

Commissioner Martin asked for advice on an appropriate meeting location for an Ad Hoc Committee meeting. Ms. Martin-Brown stated that a restaurant would not be a very good place as the establishment would not want non-paying customers in their establishment. The location must be accessible to the public, meet ADA and Brown Act requirements. The City Attorney is available to advise the Authority on a case by case basis and staff is available to support the meetings.

President Avrashow had a question with regards to the establishment a committee. If there was a name change from Finance to the CAO Bond (only one topic) does it fall under the advisory committee? Ms. Martin-Brown confirmed that it would be advisory and not standing.

Vice President Turner highlighted and recommended the Authority's individual review of the Brown Act excerpt, Page 15, Section 5, "Writings as Meetings," where it specifically talks about email responses from the Executive Director and when there is a response from the Commission.

Prior to the conclusion of the presentation, President Avrashow thanked Ms. Martin-Brown for her 34 years of City Service, 25 years of which she advised this Authority. He stated that she is a prudent counsel and wished her well.

Commissioner Cunningham also added that he has worked with Ms. Martin-Brown for many years and every time the Authority came to her for advice, she was always succinct. She is very clear about what the Authority can do, what the Authority cannot do, what the Authority's responsibilities are, and kept the Authority on track.

Ms. Martin-Brown thanked the Authority.

Item 6. Executive Director's Report

Status of Expansion Plans

Mr. Tom Fields reported that AEG is no longer pursuing an NFL team and their current extension expires on April 17, 2015. The City is repositioning itself to proceed with an alternate plan after the AEG contract expires.

In preparation for an alternative plan, the City engaged in a design competition in January of this year, which is progressing. There was a review meeting recently and future review meetings planned for April and May. In May, there are plans for a public display of the architectural models and renderings. There will be a planned Joint Commission meeting for the purpose of the three architectural firms to present their ideas and concepts to the Authority and Department Commissions.

CIP Update

Mr. Tom Fields updated the Authority on the 14 Capital Improvement Projects, with six completed and the remaining projects progressing nicely.

Commissioner Seward moved that this body be updated with all benchmarks (staff reports) on the expansion project, seconded by Commissioner Bishop. Because this item was not on the agenda, the motion was discontinued. President Avrashow recommended that the architectural timeframes be placed on the next meeting agenda for further discussion.

Commissioner Bishop thanked Mr. Fields for his report and asked if he anticipates this Authority will be dealing with bond/financial issues or issues within the Authority's purview. If so, when will those come out and will the Authority be given time to review?

Mr. Fields referred Commissioner Bishop's inquiry to Ms. Mangioglu or Ms. Brill from the Office of the City Administrative Officer (CAO). Ms. Mangioglu informed the Authority that there is currently no financing plan in place and the development of a financing plan will take several months. Ms. Brill added that she recently updated the Authority on the outstanding bonds and future plans to come back when there was additional information. Ultimately, the Mayor, City Council, and this Authority approve the financing and the current mechanism to approve the bonds is to report to this Authority. For clarity, Ms. Brill stated that it's the General Fund that's financing the expansion and the Authority's role is to approve that financing with the Mayor and City Council determining how to spend it. The CAO will update this Authority throughout the expansion process.

Commissioner Seward requested to place his motion regarding benchmarking on the next meeting agenda. President Avrashow stated that Mr. Fields will cover that issue with his report on architectural timeframes.

Commissioner Bishop clarified that his main intent is that the Authority is aware, updated, and prepared to consider the issues under the Authority's purview.

Commissioner Mallicoat offered a word of caution with regards to staff reports as it may prove to be very cumbersome. The Authority is in a situation where its flexibility will be necessary.

Item 7. Adjournment – The meeting was adjourned at 12:11 p.m.