MEETING NOTES

Subject: Crenshaw/LAX Community Leadership Council (CLC) Small Business Resources POD Meeting

Date: Tuesday, Jan. 28, 2014; 10 a.m. – 11:30 a.m.

Location: Crenshaw/LAX Project Office
3699 Crenshaw Bl
Los Angeles, CA 90016

Meeting Participants
Approximately 34 people were in attendance including:

<table>
<thead>
<tr>
<th>Name</th>
<th>Organization</th>
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<th>Organization</th>
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<tbody>
<tr>
<td>Angela Gibson</td>
<td>CLC</td>
<td>Lydia Hart</td>
<td>LPV – BID</td>
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<td>Erick Holly</td>
<td>CLC</td>
<td>Eric Sloan</td>
<td>MCT</td>
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<td>Linda Ricks</td>
<td>CLC</td>
<td>Rufus Chambers</td>
<td>MWIS</td>
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<td>Theodore Thomas</td>
<td>CLC</td>
<td>Ted Booker</td>
<td>NAMC</td>
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<tr>
<td>Taylor Mayfield</td>
<td>CLC</td>
<td>CM Bryant</td>
<td>PMHCC</td>
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<tr>
<td>Janet Mendez</td>
<td>CLC Rep. – Armen Ross</td>
<td>Kahlil Al-Alim</td>
<td>PMHCC</td>
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<tr>
<td>Guillermo Carreon</td>
<td>City of LA, EWDD</td>
<td>Kimberly Graham</td>
<td>Union Bank</td>
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<tr>
<td>Tonna Onyendu</td>
<td>Los Angeles Mayor Garcetti</td>
<td>Agnes Ukpeng</td>
<td>Union Bank</td>
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<tr>
<td>Lillian Conroe</td>
<td>Governor’s Office of EDC</td>
<td>Thomas Pringle</td>
<td>Universal Reprographics</td>
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<tr>
<td>Saundra Davis</td>
<td>CCI Community Centers Inc.</td>
<td>Madeline Wilson</td>
<td>Universal Reprographics</td>
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<td>Rodney E. Johnson</td>
<td>Citadel</td>
<td>Chipo Marangwanda</td>
<td>VSEDC</td>
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<td>James Sherman</td>
<td>Chase Bank</td>
<td>Johnnie Raines</td>
<td>West Area NDC</td>
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<tr>
<td>Kar Lee Young</td>
<td>Crenshaw Yoga</td>
<td>Zelda Harrison</td>
<td>Zel Design</td>
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<tr>
<td>James Wright</td>
<td>EDD</td>
<td>Kinya Claiborne</td>
<td>Metro</td>
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<tr>
<td>Alison McBeth</td>
<td>Hartford Builders</td>
<td>Ellen Isaacs</td>
<td>Metro</td>
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<tr>
<td>Jim McBeth</td>
<td>Hartford Builders</td>
<td>JC Lacey</td>
<td>Metro</td>
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<td>Jayson Mercurius</td>
<td>JLM Staffing</td>
<td>Miriam Long</td>
<td>Metro</td>
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Introduction/Opening:

The Crenshaw/LAX Community Leadership Council (CLC) Small Business Resources POD meeting was held on January 28, 2014 at 10:00 a.m. at the Crenshaw/LAX Project Field Office in Los Angeles, CA. The agenda for the meeting is outlined below.
I. Welcome & Call to Order
The meeting was called to order at 10:09 a.m. by CLC Small Business Resources Co-Moderator Angela Gibson.

II. Small Business Resources POD Overview
- Angela Gibson provided an overview of the goals of the POD. The purpose of the Small Business Resources POD is to facilitate information for small businesses along the alignment about assistance and training programs.
- The CLC asked if the T Line in San Francisco was one of the lines studied because the line runs through a community similar to that of the Crenshaw/LAX Transit Project. Ellen Isaacs said that line was not one of the transit lines studied but part of the Seattle line ran through a similar community. She will look into the T Line. The next Board report will be considered at the April Board meeting.

III. Metro Small Business Assistance Board Report
- Ellen Isaacs, Metro, Director of City of LA Government Relations provided an overview of the Metro Board of Directors and explained the Board process.
  o The Metro Board of Directors makes policy for the agency, and Metro CEO Art Leahy and Metro staff carry out the policies.
- A recent Board motion requested Metro staff to research business assistance programs around the country and return to the Board with findings and recommendations regarding whether and how to institute a business loss mitigation program.
• Staff submitted a Board Report in January recommending a pilot program of business assistance. Three types of assistance were reviewed including construction mitigation, business assistance, and business loss mitigation.
  o At the January Metro Board of Directors meeting, the Board directed Metro staff to create a proposal for a pilot program of business assistance.

IV. **Metro Board Small Business Assistance Program**
• JC Lacey provided an overview of his role on the project team and his past experience at the Mayor’s office.
• JC provided an overview of the project area. Metro has identified and met with over 800 businesses located directly along the frontage of the corridor.
  o The majority of the businesses along the project alignment are microbusinesses with 1-4 employees.
  o Types of businesses in the area include: service, retail, restaurants, manufacturing and distributing, churches, schools and others that do not fit neatly in these categories.
• JC provided a timeline of activities that Metro has completed since August of 2013. The activities are outlined below:
  o Interfaced with local business organizations
  o Developed the Crenshaw/LAX Business Resources Roundtable
  o Established the Small Business Resources Project Oriented Discussion group within the Crenshaw Leadership Council, to begin on January 28, 2014
• In 2014, the Business Liaison will continue engaging with businesses and business services providers in the project area.
• Ted Booker from NAMC mentioned that there are construction firms in the community that need assistance with obtaining certification to competitively bid on contracting opportunities.
  o Walsh-Shea requested that NAMC hold a regional outreach event for DBE firms and Ted requested for members of the Small Business Resources POD help him in planning the event so that community concerns are addressed.
  o Some of the DBE concern can be resolved from services already offered by Metro’s DEOD department. Firms seeking DBE and/or SBE certification may request an application from Certification by calling 213.922.2416.

V. **Small Business Survey**
• JC administered the Small Business Survey to meeting attendees.
• There was a question about the times Metro was conducting door-to-door surveying.
  o The surveying was conducted at several times throughout the day in the morning, afternoon, and evening.
• There was a question about parking on Crenshaw Boulevard during construction.
  o A parking update will be provided by the Metro Construction Relations Team at the first Project Community Meeting on Thursday, February 20th, 2014 at 6:00 p.m. The meeting will be held at Angeles Mesa School located at 2611 W 52nd St, Los Angeles, CA 90043.
VI. Group Discussion Items

- A community member asked if the properties on Florence, near La Brea, were included in the list of property takes for the Crenshaw/LAX Transit Project.
  - Yes, those businesses were property takes. That is where the La Brea station will be built.
- Community members who are also business/property owners mentioned that parking is the number one issue.
- There was a question about whose responsibility it is to address community concerns.
  - Metro will be the direct contact, and will be responsible for directing questions or concerns to the right people for handling.
- There was a question about what qualified business service providers to be invited to the Small Business Roundtable.
  - 20 organizations were represented at the first Small Business Roundtable. The Metro Community Relations team seeks partnerships and alliances with local small business assistance providers from public, private and non-profit sectors who have an interest in assisting the small and micro businesses in the project area to thrive during and after construction of the Project. These providers were invited to participate in the Business Resources Roundtable.
  - Metro is welcoming suggestions for organizations and resources that should be invited to join the Small Business Roundtable.
- Community members gave suggestions about business assistance efforts. They are outlined below:
  - Provide a timeline for the implementation of the program
  - Help business along the alignment secure DBE Contracts
  - Address parking issues directly; Implement slanted parking on Crenshaw Bl
  - Assistance getting around the red tape (e.g. permits: accepting EBT)
  - Assistance with revenue losses
  - Provide updated project info
  - Conduct regional outreach
  - Add more resources to the Small Business Roundtable
  - Establish a 24/7 Access Hotline (apart from the already established Project Hotline)
  - Engage the contractor with the businesses and property owners along the alignment
  - Provide a schedule of the construction activities
  - Review and answer questions from past CLC Quarterly and POD Meetings
  - Use the PUC Recommendations from 2009 regarding the PMC area
  - Bring on a business advisor and meet with each business owner along the alignment
  - Assist in incorporating Neighborhood Councils in the project area
  - Provide banking seminars
  - Connect with property owners on Crenshaw Bl between 48th and 60th St.
- A community member asked if the contractor has an approved, set schedule for work activities.
  - Yes. Metro Construction Relations will be addressing construction activities at the bimonthly Project Community Meetings. In partnership with the CLC, Metro will be hosting these bimonthly meetings throughout the duration of project construction. At the meetings, Metro Construction Relations will provide the community with updates about major construction activities and take steps as appropriate to address the needs and concerns of community stakeholders. CLC members will serve as the CLC
representatives at the community meetings and will report back to the CLC regarding construction activity updates. Metro will also provide project updates at all CLC Quarterly Meetings.

- There was a question about whether the contractor is aware of the Public Utilities Commission (PUC) recommendations made in 2009 regarding the Park Mesa Heights (PMH) area (48th – 59th).
- There was a conference call in which community members were told about the pruning and removal of ~125 more trees, which community members do not approve of and community members wanted to know how Metro will address this issue.
- There was a concern about the cut and cover that will run for seven blocks on Crenshaw Bl from 60th–67th. There is a concern that there will be increased traffic congestion in the area.
- A community member commended the CLC and Metro for coming together to address community concerns.

VII. Action Items

- Metro will provide a parking update at the Project Community Meeting on Thursday, February 20th, 2014 at 6:00 p.m. The meeting will be held at Angeles Mesa School located at 2611 W 52nd St, Los Angeles, CA 90043.
- Metro Construction Relations will provide updates on construction activities at the bimonthly Project Community Meetings.

VIII. Upcoming Meetings

- The next Small Business Resources POD meeting is scheduled for April 22, 2014 at 10:00 am at the Crenshaw/LAX Project office.

The meeting was adjourned at 11:40 a.m.