



**Downtown Glendale Association
Board of Directors
Tuesday, January 12th, 2021 – 10:00 a.m.
Zoom Video Conference
www.downtownglendale.com**

Present: Rick Lemmo, Joseph Stitick, Randy Stevenson, Jennifer Hiramoto, Steven Sayers, Raul Porto

Absent: Helen McDonagh

Guests: Ani Pogossian, Lt. Alex Krikorian

Staff: Marco Li Mandri and Ryan/NCA, Nick Lemmo/DMS

Minutes:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions	President, Joseph Stitick called the meeting to order at 10:00 am. Introductions were completed. This was a Zoom meeting due to the COVID shelter in place requirements. Everyone called in or was on video for the meeting, consistent with the Brown Act rules.	No Action Taken
2. Approval of November 17th, 2020 Board Minutes	The minutes from the November 17 th , 2020 Board meeting were reviewed.	Rick moved and Raul seconded a motion to approve the minutes from the November 17th, 2020 Board Meeting. The minutes were approved.
3. Public Comments and Announcements	Joe opened the floor for public comments and announcements. a. Lt. Alex Krikorian from the Glendale Police Department (PD) Community	No Action Taken

Joseph Stitick, President • Raul Porto, Vice President
Rick Lemmo, Treasurer • Helen McDonagh, Secretary
Jennifer Hiramoto • Steve Sayers • Randy Stevenson

	<p>Impact Bureau explained to the Board of Directors that Glendale PD has a Downtown office at the Glendale Galleria. They have Officers that respond specifically to mental health issues. The goal is to try and help the homeless through educating them on resources available. He explained the District has three Police teams that serve the Downtown area; the Downtown Policing Unit, Community Impact Team, and Homeless Outreach / Mental Health. He will continue to attend Board Meetings when available and provide updates on the issues and information in the District.</p> <p>b. Jennifer explained the City of Glendale sent out an RFP for a management company to run the Alex Theatre.</p>	
4. City update on current projects	Jennifer and Marco reviewed the following updates with the committee:	
a. Annual report process	Marco reviewed the annual report that was included in the packet. It will be mailed out to all property owners this week.	No Action Taken
b. Annual report to City Council – January 12th, 2pm	Marco announced that they will present the annual report of the District to City Council today at 2:00pm.	No Action Taken
c. Update on Al Fresco program and status of shutdown	Jennifer explained that due to the LA County Safer at Home Order, outdoor dining activity has been stopped. This has left restaurants with takeout options only. The City of Glendale has available funds in the Al Fresco Budget and is exploring purchasing uniformed tents for the parklets following LA County guidelines for restaurants to use when Al Fresco Dining resumes in the District. Furthermore, the sidewalk permit fees have been waived through March 31. The City of Glendale is working closely with the County to update businesses on new information that becomes available.	No Action Taken

d. Status on grant for COVID related work	Jennifer announced The City of Glendale accepted the DGA’s application for the Business Organization Grant and awarded the association with a \$15,000 grant which was received by the Association in November. In addition to the Business Organization Grant, the Economic Development team is working on Round 2 funding for the Small Business and Low-Income Business Grant. Since last August, the City has helped 177 qualified businesses receive a one-time grant of \$5,000, which has helped many restaurants and businesses keep their doors open in the district and throughout the city.	No Action Taken
e. Status on trash receptacles (10), ten more for this fiscal year	Jennifer explained the City received the trash cans and installed them in the Northern part of the District. She will be looking into see if they have the budget to purchase and install ten more this fiscal year.	No Action Taken
5. Committee Reports		
Executive Committee	Joe and Marco went through the following items:	
a. YTD Rough Budget review for year-end FY 20	The draft final budget for FY 2020 was reviewed. Marco went over the budget categories and items. Due to the COVID 19 pandemic, the Board will have a large carry forward coming into FY 2021.	Rick moved and Randy seconded the approval of the FY2020 budget. The motion was approved.
b. Executive Committee presentation of the (90%) budget for FY 21	The proposed budget for 2021 was reviewed. It appears that the 2021 budget will have a carry forward of almost \$300,000. Discussion followed and Marco explained that the Board is using a 90% budget because of the pandemic and the unknown guarantee collection of assessments. DISI was the biggest category impacted by the budget. Marco explained as a working budget, DISI events will come to the Executive Committee that need to be sponsored. They can authorize events, and then report to the Board of the transfer funds from unallocated to DISI. This budget will be a work in progress throughout the year as the stay at home	Rick moved and Raul seconded the presented 90% working budget for FY21. The motion was approved unanimously.

	orders are lifted and continued to be reviewed by the Board.	
c. Board meeting schedule for 2021, frequency, dates	Joe explained the helpfulness of setting meeting dates for the year. Discussion followed and it was determined that the Board will continue to meet quarterly unless it's later determined to meet more frequently. The next meetings will be in April and July.	No Action Taken
DISI Committee	In Helen's absence, Marco went through the following items:	
a. PR and Social Media report – response to video promotion for Downtown	The Board reviewed the report provided by Mustang Marketing.	No Action Taken
b. Website update, mobile application	The Board reviewed the report supplied by Sedna Solutions.	No Action Taken
c. Mario Lopez contest pending	Rick explained that Mario Lopez and Mustang Marketing agreed to pause the video promotion until most likely September.	No Action Taken
SOBO Committee	Randy went through the following items:	
a. Report from DMS, Nick L	Nick gave an update on services and banked hours. They stated they have been emptying trash cans more frequently due to the take out only option at restaurants. Pressure washing has increased and they will start to break down and put away the winter holiday decorations.	No Action Taken
b. Homeless in the District	DMS Staff stated that the homeless has increased in the district. Discussion followed.	No Action Taken
6. Other	Joe opened the floor for additional comments or questions a. Marco stated at the next SOBO Committee meeting, he would like to discuss Civil stay away orders.	No Action Taken
7. Next Meeting	Next meeting will be April 13 th , at 10:00am. They set another meeting for July 13 th at 10:00am too. It will still most likely be a Zoom meeting.	No Action Taken

Minutes taken by Ryan, Staff/New City America