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**Downtown Glendale Association**  
**Sidewalk Operations, Beautification and Order (SOBO)**  
**Wednesday, March 27<sup>th</sup>, 2019 – 10:00 am**  
**100 N Brand Blvd, 6<sup>th</sup> Floor Conference Room, Glendale, CA 91203**  
**[www.downtownglendale.com](http://www.downtownglendale.com)**

**Present:** Rick Lemmo, Joe Stitick, Jennifer Hiramoto, Randy Stevenson, Steven Sayers, Karla Alba

**Guest:** Bradley Calvert, City of Glendale

**Staff:** Marco Li Mandri, Nick Lemmo, and Jacqueline Benthem

**Minutes:**

<b>1. Introductions</b>	Randy Stevenson called the meeting to order at 10:00 am.	<b>No Action Taken</b>
<b>2. Public Comments and Announcements</b>	<p>Randy opened the floor for public comment and announcements.</p> <p>Bradley Calvert from the City of Glendale gave an update on shared mobility for the City of Glendale.</p> <p>The City is planning to do a one-year pilot program with 2 scooter Vendors. The RFP deadline is April 30<sup>th</sup>.</p> <p>The city will appreciate the feedback from the DGA. They already have Marco's recommendations in the RFP. Marco said that the liability for the DGA is very important. Discussion followed.</p> <p>Jennifer gave a couple important dates that are coming up:</p> <p>April 2<sup>nd</sup>: The Wilson Alleyway will be closed</p> <p>April 27<sup>th</sup>: Community workshop for the</p>	<b>No Action Taken</b>

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

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	Arts & Entertainment District May 1 <sup>st</sup> : Chess Park tavern.	
<b>4. Review of FY19 budget</b>	Staff went over the draft SOBO Budget for FY19. Part of Public Space Maintenance was used to buy flowers for the Spring displays. All items are within budget.	<b>No Action Taken</b>
<b>4. Update from DMS</b>	DMS Staff gave an update on the services being provided.	<b>No Action Taken</b>
<b>a. Meeting with north of 134 property owners</b>	Marco and Randy are going to plan a date to schedule a meeting with the north of the 134 property owners. Randy has a list and the DGA will provide the rest of the addresses.	<b>No Action Taken</b>
<b>5. Update from Operations Director</b>	Randy opened the floor to Staff for an Update.	
<b>a. Banked hours</b>	Staff reviewed the banked hours report. All extra hours are being used for the Spring Displays. It takes the ambassadors at least 3 hours per display.	<b>No action taken</b>
<b>b. Update on trash receptacles</b>	Staff explained that the trashcan placards need to be replaced with "Greater Downtown Glendale Association".	<b>No action taken</b>
<b>c. Number of trash receptacles needed and cost</b>	Staff showed a map with the number of trashcans needed for the North side. The City should purchase the trashcans because the General public is using them. Discussion followed.	<b>Steven moved and Rick seconded the motion to authorize staff to get the total amount of trashcans needed and talk to the city. The motion was unanimously approved.</b>
<b>6. Galleria lease agreement</b>	SOBO committee reviewed the revised lease agreement. All requested adjustments were made and improvements were done.	<b>Rick moved and Joe seconded the motion of the acceptance of the revised lease agreement. The motion was unanimously approved.</b>
<b>7. Next Meeting</b>	The next meeting will be May 22 <sup>nd</sup> at 10:00 and it will be held at 100 N. Brand Blvd in the 6 <sup>th</sup> floor conference room.	<b>No action taken</b>

Minutes taken by Jacqueline Benthem, staff.