



**Downtown Glendale Association
Board of Directors Meeting
Wednesday, June 3rd, 2026 - 10:00 a.m.
100 N. Brand Blvd., 6th Floor Conference Room
Glendale, CA 91203**

**For information related to access to this call, please call the Greater
Downtown Glendale office at (818) 476-0121**

AGENDA

1. a. Introductions – President, Randy Stevenson
 b. Visit from Mayor Ardy Kassakhian
2. Approval of March 11th 2026, Board Minutes *Action Item*
3. Announcements, public comment
4. **City Updates**
 - a. Status on Bridge Link Planters
 - b. New Businesses in the District
 - c. Artsakh Paseo Updates
 - d. Any new developments or new ownerships
 - e. Illegal Street Vending, homeless issues, and buskers
 - f. Downtown Dining Parklets
 - h. Status of Sears site development
 - i. Delivery Food Carts *Action Item*

Randy Stevenson, President • Rick Lemmo, V.P. & Dir. of Govt. Relations
Helen McDonagh, Treasurer • Raul Porto, Secretary
• Judee Kendell • David Tonyan • Jake Demirchyan

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5. Committee Updates

(Executive Committee)

- | | | |
|----|--|--------------------|
| a. | FY26 rough draft budget | <i>Action Item</i> |
| b. | Verdugo Wash Master Plan Project Development Update Item | |
| c. | Consideration of changing banks | <i>Action Item</i> |
| d. | Selecting new Board member from the Americana | <i>Action Item</i> |
| e. | Increase of annual assessments | <i>Action Item</i> |

(DISI Committee) – Helen McDonagh

- | | | |
|----|--------------------------------------|--------------------|
| a. | PR & Social Media Proposal – CMMC | <i>Action Item</i> |
| b. | Shut Down GDGA Mobile Application | <i>Action Item</i> |
| c. | Brand and Identity Task Force | |
| d. | Cruise Night | |
| e. | Taste Event, update | |
| f. | September Professional Women's Event | <i>Action Item</i> |

(SOBO Committee) – Randy Stevenson

- | | |
|----|-----------------|
| a. | Report from DMS |
| b. | Other |

6. Other

7. Next Board meeting: _____

8. Adjournment

BROWN ACT: *Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at the meeting room door as well as the DGA office door. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Ryan Huffman at 818 476-0120 x 420 at least 48 hours prior to the meeting.*



**Downtown Glendale Association
Board of Directors Meeting
March 11th, 2026 – 10:00 a.m.
100 N. Brand Blvd, 6th Floor Conference Room
Glendale, CA 91203
www.downtownglendale.com**

Present: Randy Stevenson, Rick Lemmo, Helen McDonagh, Raul Porto, Jake Demirchyan

Absent: Judee Kendall, David Tonyan

Guests: Arthur Mangassarian, Domenica Megerdichian

Staff: Marco Li Mandri/Ryan (NCA), Tom Lorenz/Solene Manoukian/Eliza Papazian (CMMC)

Minutes:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions	President, Randy Stevenson called the meeting to order at 10:00 a.m. Introductions were completed. Randy, Rick, Helen, Raul and Jake were present in person, consistent with Brown Act rules. Quorum was met.	<i>No Action Taken</i>
2. Approval of January 14th, 2026, Board Minutes	The January 14 th , 2026 Board of Directors meeting minutes were reviewed.	<i>Rick moved and Helen seconded the motion to approve the minutes. The minutes were approved unanimously.</i>

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3. Public Comments and Announcements	Randy opened the floor for public comments. 1. Domenica from the city of Glendale gave a brief background on her role within the City of Glendale. She also explained that she was interested in feedback regarding the robot food delivery machines. Discussion followed regarding insurance, impact to pedestrians, and who uses them.	<i>No Action Taken</i>
4. City Updates	Marco went through the following items:	
a. Departure of Bradley Calvert, replacement?	Domenica announced that Bradley departed the city of Glendale. Domenica explained that they have not identified a replacement for leading community development. Roubik is filling in as they work with a recruiter to find a permanent employee. Rick expressed interest in assisting with the review. Discussion followed.	<i>No Action Taken</i>
b. Annual Report to City Council Date	Domenica presented April 15 th at 3:00pm for the GDGA to present to the city council. Marco, Randy and Rick plan on attending this annual report meeting with the City Council	<i>No Action Taken</i>
c. Status on Bridge Link Planters	Marco explained to Domenica that the city purchased planters for the Brand Blvd. and Central Ave. bridges that go over the 134. The planters would be bought and placed by the city. Then the GDAG would plant and maintain them. Currently, the city needs to have an engineer work with Caltrans for the necessary approvals to place them. Marco stated he would work closely with Dom to get the project moving once we have the necessary approvals. Discussion followed.	<i>No Action Taken</i>
d. Status of Sears site development	Randy announced the project is moving forward.	<i>No Action Taken</i>
e. Artsakh Paseo Updates	Domenica explained that the City Economic Development currently picks the businesses that operate on the pop-up Artsakh shops. Helen requested the city provide a list of new businesses that open in the district at the next meeting. It was explained to Domenica that the city currently doesn't have a database to easily communicate with businesses. Discussion followed.	<i>No Action Taken</i>

f. Downtown Dining Parklets	Rick explained that Bradley was working on the dining parklets to be installed in the district, with the first location outside of Porto's Bakery. Dom and Raul gave an update on the status of the outdoor parklette adjacent to Porto's.	<i>No Action Taken</i>
g. Status of Public Rights of Way Task Force – Rick	Rick announced that he met on the streets with representatives from Glendale Fire, Glendale Police, City Inspectors, a City Attorney, and a few staff members from the Glendale Galleria and Americana at Brand. They reviewed illegal street vending and other public rights of way issues. Marco asked to be invited if another meeting is scheduled. It was explained that the planters have been helpful and having code enforcement work at night is needed.	<i>No Action Taken</i>
h. Brand Identity Task Force – City	Marco explained to Domenica that Bradley was interested in starting a branding task force before he left. The goal was to work with the city to brand downtown and build synergy between the city, GDGA, offices, hotels, restaurants, and businesses.	<i>No Action Taken</i>
i. Report on office vacancies	Marco reported on the paper that Arthur passed out after the last meeting on office vacancies in Downtown. The report explained that the office vacancy rate was 14% and 4/5 star is 29% based upon Class A, Class B and Class C offices in Downtown Discussion followed.	<i>No Action Taken</i>
Committee Reports		
Executive Committee	Randy and Marco went through the following items:	
a. FY26 rough draft Budget review	Marco reviewed the draft fiscal year 2026 budget, including assessments received, Administration, DISI, SOBO, Reserves, balances, and carryforward.	<i>Rick moved and Raul seconded the motion to accept the Executive Committee recommendation and approve the fiscal year 2026 budget. The motion was approved unanimously.</i>

b. Verdugo Wash Master Plan Project Update - Randy	Randy explained that Verdugo Wash Master Plan Project group has not met since that last update.	<i>No Action Taken</i>
c. Paying approved monthly contractors via ACH	Randy explained that for contracted line items that the Board has already approved, he is recommending only one check signature to be required and to start using ACH to process the payments. Currently, all checks over \$1,000 require two signatures on them. Raul suggested for the Board to review the supporting documents for all ACH payments. This would include payments made to NCA, DMS, CMMC, and Sedna Solutions. Marco's staff will work on setting up and implementing for payments in May.	<i>Rick moved and Helen seconded the motion to accept the Executive Committees recommendation to allow single check signatures and utilize ACH payments for contracted items already approved by the Board of Directors with supported backup . The motion was approved unanimously.</i>
DISI Committee	Helen and Marco went through the following items:	
a. PR & Social Media Update – CMMC report and update	Tom, Eliza, and Solene presented to the Board the direction and strategy they plan to use for social media and improving public relations. Helen recommended promoting the Glendale Summer of Soccer for the World Cup too.	<i>No Action Taken</i>
b. GDGA Website Update – Sedna Solutions	Marco reviewed that Sedna Solutions continues to update the website. Eliza announced they have a meeting setup with Sedna to ensure they are collaborating and working together.	<i>No Action Taken</i>
c. Small Business Summit Sponsorship Request	This event was briefly discussed but no action taken.	<i>No Action Taken</i>
d. Glendale Police Officers Association	The Board declined to sponsor as they have already approved sponsoring the annual police awards luncheon.	<i>No Action Taken</i>
e. Glendale Cruise Night Sponsorship	Rick explained that he would meet with Domenica to explain how the sponsorship for Cruise night has worked in the past. The \$5,000 is already approved in the budget and	<i>No Action Taken</i>

	historically the Ambassadors have provided another \$5,000 in support of the event.	
f. V-Day 2026 update	The Board of Directors reviewed the handout with pictures highlighting the success of Ambassadors passing out roses during valentine's day.	<i>No Action Taken</i>
SOBO Committee	Marco and Randy went through the following items:	
a. Report from DMS	Randy gave a brief update on services.	<i>No Action Taken</i>
6. Other	Randy opened the floor for any additional comments. 1. Helen announced April 2 nd is the Chamber State of the City event.	<i>No Action Taken</i>
7. Next Board Meeting	The next Board of Directors meeting will be held on June 3 rd , 2026, at 10:00 a.m. at 100 N. Brand Blvd., 6th Floor Conference Room.	<i>No Action Taken</i>
8. Adjournment	The meeting was adjourned at 11:10 AM.	<i>No Action Taken</i>

Minutes taken by Ryan Huffman and Marco Li Mandri, Staff/New City America

Downtown Glendale Association						
2026 DRAFT Budget 12/01/2025 - 11/30/2026						
		MAY 2026	Dec 1, 2025 - May 31, 2026	% Received	Annual Budget	% Annual Budget
Income		* Pending Check from City \$411,681.77 requested 5/21/26.6				
	Assessment Income	0.00	922,720.28	60.59%	1,522,896.17	83.27%
	Non Assessment - Special Events	0.00	0.00	-	-	-
	Interest Income	38.62	258.49	-	-	-
	Total	38.62	922,978.77	60.61%	1,522,896.17	83.27%
Balance Sheet - Carry Forward From Fiscal Year 2025			305,948.22	100.00%	305,948.22	16.73%
Total			1,228,926.99	67.20%	1,828,844.39	100.00%
Expense						
Administration		MAY 2026	Actual YTD Spent	Projected YTD	% Spent Budget	Annual Budget
	Travel		0.00	0.00	0.00%	0.00
	Telecommunications		2,594.60	3,500.00	37.07%	7,000.00
	Staff Contract	21,705.47	130,232.82	130,232.82	50.00%	260,465.63
	Printing & Copying	241.64	603.11	1,000.00	30.16%	2,000.00
	Postage & Mail		282.20	375.00	37.63%	750.00
	Office Supplies	211.38	1,894.29	2,000.00	47.36%	4,000.00
	Memberships		125.00	375.00	16.67%	750.00
	Insurance Liability		6,643.34	3,500.00	94.90%	7,000.00
	Legal Fees		0.00	1,250.00	0.00%	2,500.00
	Board Meetings		261.69	250.00	52.34%	500.00
	Bank Charges		0.00	100.00	0.00%	200.00
	Accounting Fees		270.00	3,750.00	3.60%	7,500.00
	Admin - Misc.		0.00	0.00	0.00%	0.00
	Total Administration	22,158.49	142,907.05	146,332.82	48.83%	292,665.63
	Reserves		0.00	37,996.88	0.00%	75,993.76
		0.00	0.00	37,996.88	0.00%	75,993.76

DISI		MAY 2026	Actual YTD Spent	Projected YTD	% Spent Budget	Annual Budget	% Annual Budget
	Business Attraction		0.00	0.00	0.00%	0.00	0.00%
	Advertising		257.14	3,750.00	3.43%	7,500.00	0.41%
	Annual Report		968.03	600.00	80.67%	1,200.00	0.07%
	Banners		1,485.00	7,500.00	9.90%	15,000.00	0.82%
	Events Coordinator		0.00	0.00	0.00%	0.00	0.00%
	Mobile App	231.00	1,386.00	0.00		0.00	0.00%
	Public Relations	8,000.00	45,277.42	50,000.00	45.28%	100,000.00	5.47%
	Placemaking		20,149.72	30,000.00	33.58%	60,000.00	3.28%
	Rent, Parking, Utilities	1,129.00	6,752.08	7,500.00	45.01%	15,000.00	0.82%
	Seasonal Displays	108.32	1,273.28	45,000.00	1.41%	90,000.00	4.92%
	Special Events		0.00	0.00	0.00%	0.00	0.00%
	Glendale Fire Awards		0.00	2,500.00	0.00%	5,000.00	0.27%
	Glendale Police Awards	5,000.00	5,000.00	2,500.00	100.00%	5,000.00	0.27%
	So. Cal Chess Tournament		0.00	5,000.00	0.00%	10,000.00	0.55%
	V-Day Special Event		894.76	1,250.00	35.79%	2,500.00	0.14%
	Chamber of Commerce		2,500.00	3,000.00	41.67%	6,000.00	0.33%
	City Events (Cruise Night)	5,000.00	5,000.00	2,500.00	100.00%	5,000.00	0.27%
	International Women's Day		0.00	7,500.00	0.00%	15,000.00	0.82%
	Special Projects		0.00	2,500.00	0.00%	5,000.00	0.27%
	Photography/Videos		0.00	0.00	0.00%	0.00	0.00%
	Website	695.00	4,170.00	5,250.00	39.71%	10,500.00	0.57%
	Total DISI	20,163.32	95,113.43	176,350.00	26.97%	352,700.00	19.29%
SOBO		MAY 2026	Actual YTD Spent	Projected YTD	% Spent Budget	Annual Budget	% Annual Budget
	Maint. Provider & Ops. Director	76,623.76	459,742.52	459,742.50	50.00%	919,485.00	50.28%
	Rent, Parking, Utilities	3,183.28	19,683.13	20,000.00	49.21%	40,000.00	2.19%
	Fuel	3,794.88	12,224.91	15,000.00	40.75%	30,000.00	1.64%
	Public Space Maintenance	901.61	6,571.95	12,500.00	26.29%	25,000.00	1.37%
	SOBO Misc.		591.81	3,750.00	7.89%	7,500.00	0.41%
	Capital Improvements		18,683.73	12,500.00	74.73%	25,000.00	1.37%
	Supplies	1,572.21	10,352.12	12,500.00	41.41%	25,000.00	1.37%
	Uniforms		3,254.48	4,250.00	38.29%	8,500.00	0.46%
	Ambassador Welfare	756.82	4,789.88	5,000.00	47.90%	10,000.00	0.55%
	Truck / P.W. Maintenance	233.04	2,464.98	5,000.00	24.65%	10,000.00	0.55%
	Automobile Insurance		6,181.51	3,500.00	88.31%	7,000.00	0.38%
	Total SOBO	87,065.60	544,541.02	553,742.50	49.17%	1,107,485.00	60.56%
TOTAL EXPENSES		129,387.41	782,561.50	914,422.20	42.79%	1,828,844.39	100.00%

There are currently no events.

Timeline

Upcoming stages will be included in the timeline soon!



Verdugo Wash Visioning Report adopted

November 2022



City selects consultant to prepare Verdugo Wash Master Plan

March 2025



Listening

October 2025 - Summer/Fall 2026

- Form the Project Development Committee (PDC)
- Form the Technical Advisory Committee (TAC)
- Convene first PDC meeting
- Hold first community meeting
- Engage the public through ongoing community outreach



Existing Conditions Analysis

October 2025 - July 2026

- Conduct necessary site evaluations and biological and hydrological studies
- Engage other governmental agencies, including the Los Angeles County Flood Control District and the U.S. Army Corps of Engineers



More Stages Coming Soon

The planning process for the Verdugo Wash Master Plan started in late 2025 and it is anticipated to take approximately three years to complete. Upcoming stages will be added soon.

[See less](#)

Document Library



Staff Report on Master Plan Consultant Selection

PDF (110.70 KB)



Verdugo Wash Visioning Report

Who's Listening?



Teresa Santilena

Community Development Department

Principal Planner (Long Range Planning)

Overview

Through a multi-year dialogue with the community and subject-matter experts, the City of Glendale will craft the Verdugo Wash Master Plan, which will explore possibilities for the future of the Verdugo Wash. A 9.4-mile stormwater channel, the Verdugo Wash runs from Crescenta Valley Regional Park to confluence with the Los Angeles River near the 134 freeway. The Wash has provided Glendale with vital flood control protections since it was constructed in the 1930s. The Master Plan will ensure continued protection against flooding while examining opportunities for more open spaces and parks, improved connectivity for walking and cycling, and a return to natural habitat for wildlife.

Frequently Asked Questions

? What is the Verdugo Wash?

? What will the Master Planning process consist of?

? What is the length and width of the Verdugo Wash?

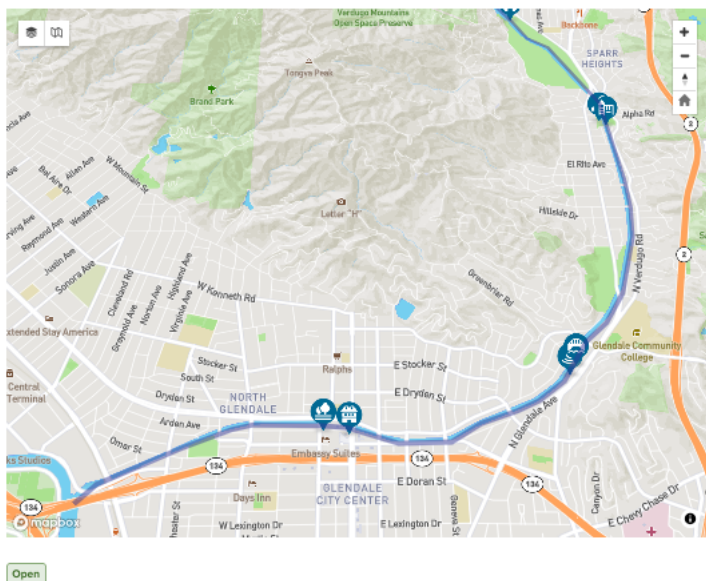
? Will the full length of the Verdugo Wash become a public park?

? Will the full length of the Verdugo Wash become a bike path?

[See more](#)

Map of the Verdugo Wash

The Verdugo Wash changes as it weaves through several different neighborhoods along the 9.4-mile channel. Select the icons on the map to view existing conditions at the Verdugo Wash. More visuals will be added during the course of the planning process.



Ask a Question or Leave a Comment

GREATER DOWNTOWN GLENDALE ASSOCIATION

Communications & Marketing Report
May 2026

Outreach & Engagement

- Boots-on-the-ground campaign continues
- Attended Glendale Chamber of Commerce meeting
- Monthly meetings held with Helen, Ryan, and Marco

Website

- Updates in progress in coordination with Shant
- New Business Resources page: in development
- New Listings page: in development
- Newsletter sign-up form created; integration underway

Social Media

Performance: Last 30 Days

Profile Visits	+9.7%	Increase over prior period
Organic Reach	58%	Reaching non-followers
Audience Geography	25%	Viewers from across LA County, beyond Glendale

Content & Series

- Conducted interview with Randy for a new social series spotlighting the GDGA
- Highlighting local businesses in the northern part of the district:
 - The Perfect Date
 - The Little Goat Cafe
 - Mignon Chocolates



Downtown Glendale

Your City Guide for Downtown G

Only for iPhone
Free · Designed for iPhone. Not verified for macOS.

[View in Mac App Store](#)

12

CATEGORY



Travel

DEVELOPER



Downtown Glendale Association

LANGUAGE

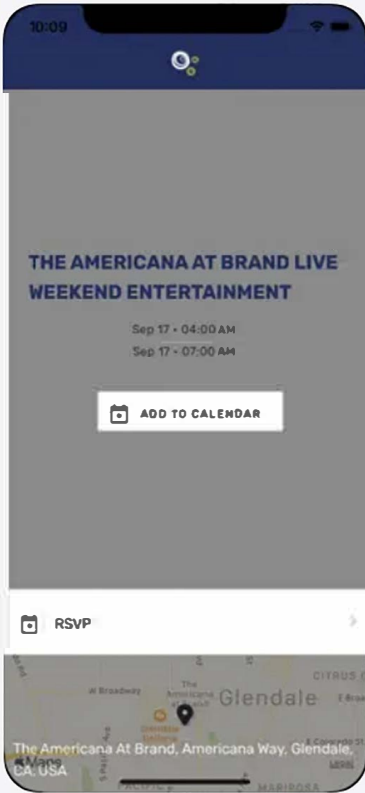
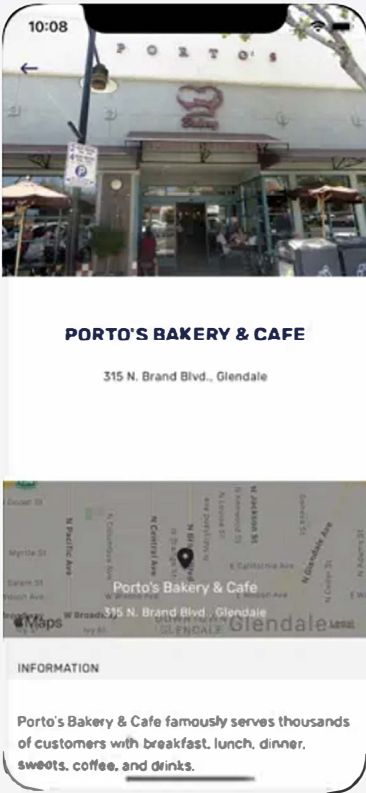
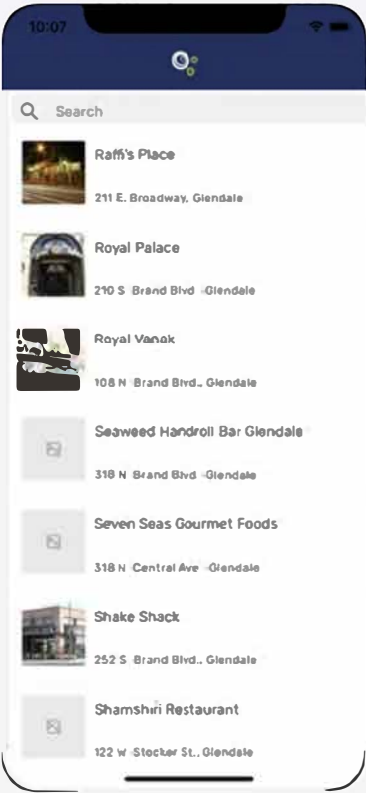
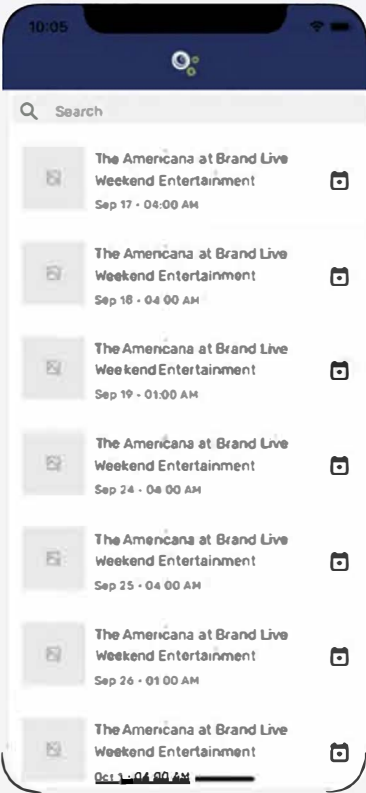
EN

English

SIZE

43.4

MB



Welcome to Downtown Glendale, California! We have it all. If you're looking for it, it's in Downtown Glendale. Shopping. Dining. Entertainment. Employment. Places to live. It's all here.

The Downtown Glendale app features the Downtown Glendale Business Directory with everything you need to plan your day and Events Calendar with all of the upcoming events happening in Downtown Glendale... [more](#)

Ratings & Reviews

This app has not received enough ratings or reviews to display an overview.

SAVE THE DATE:**Presented By Sponsor**

Benefits include:

\$10,000

"The Naming Sponsor brings you the 31st Annual Glendale Cruise Night" presented by (PRESENTING SPONSOR NAME)" wording in all press releases, advertising, media outreach, and on event web page. Headline atop banner on all posters, flyers and on main stage banner.

At least one mention during stage performance.

1 10' x 10' booth set up on Brand Blvd with electricity if needed.

Collateral materials included in swag bag if provided by sponsor.

2 classic car entries to event and event swag bags.

Recognition at the Parks, Recreation & Community Services Commission meeting.

Sponsor Name and business hyperlink listed on the Cruise Night webpage as a Sponsor.

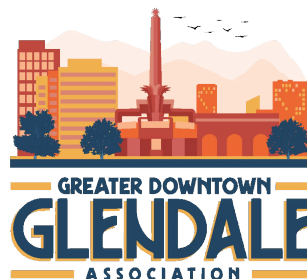
Invitation to VIP Section located backstage on the day of the event.

We are excited to partner with these wonderful 2026 sponsors!

2026 Glendale Cruise Night is Brought to You By:



Pacific BMW
DRIVING BEYOND THE STANDARD

Presented By:**Gold Sponsors**

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FUNERALS • CREMATIONS • CEMETERIES



DAILY NEWS
Local. News. Matters.



CRESCENT VALLEY WEEKLY
THE FOOTHILLS COMMUNITY NEWSPAPER



Open Water®

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COURTSIDE LAW GROUP



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