



Downtown Glendale Association

Board of Directors

Wednesday, October 5th, 2022 – 10:00 a.m.

100 N. Brand Blvd, 6th Floor Conference Room

Glendale, Ca 91203

Zoom Video Conference

www.downtownglendale.com

Present: Rick Lemmo, Randy Stevenson, Bradley Calvert, Helen McDonagh, Raul Porto

Absent: Steven Sayers

Guests: Ani Pogossian, Lieutenant Alex Krikorian/GPD, Officer Shaun Carlson/GPD, Yazdan Emrani, Sarkis Oganessian

Staff: Emma Frawley/Mustang Marketing, Marco Li Mandri and Ryan/NCA, Nick Lemmo/DMS

Minutes:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions	President, Rick Lemmo called the meeting to order at 10:05 am. Introductions were completed. This was a hybrid/Zoom meeting due to the COVID shelter in place requirements. Everyone was in person or was on Zoom video for the meeting, consistent with the Brown Act rules.	No Action Taken
2. Approval of July 13th, 2022 Board Minutes	The minutes from the July 13 th , 2022 Board meeting were reviewed.	Bradley moved and Helen seconded the motion to approve the minutes from the July 13th, 2022 Board meeting. The minutes were approved unanimously.

**Rick Lemmo, President / Government Relations • Raul Porto, Vice President
Randy Stevenson, Vice President • Helen McDonagh, Secretary / Treasurer
Steven Sayers • Bradley Calvert • Judee Kendall**

**100 N. Brand Boulevard • Suite 508 • Glendale, CA 91203
Phone: 818.476.0121 • Fax: 818.484.2618 • Info@DowntownGlendale.com
www.DowntownGlendale.com • Facebook & Twitter: DWTNGlendale • #DWTNGlendale**

3. Approval of continuing to meet virtually, AB 361	<p>Marco explained the Governors AB361 which allows provisions to the Brown Act during the pandemic to meet virtually with the public. Because of the health hazards it was determined to continue to allow to meet virtually; however, the conference room will be booked to allow all those that feel safe to attend in person.</p>	<p>Randy moved and Bradley seconded the motion to continue to meet virtually and review again at the next Board meeting. The motion was approved unanimously.</p>
4. Public Comments and Announcements	<p>Rick opened the floor for public comments and announcements.</p> <p>a. Lieutenant Krikorian announced that Officer Shaun Carlson has joined the Downtown Glendale PD team. He also stated that Chief of Police would be retiring. Captain Andrew Jenks would be the interim Glendale Police Chief. He discussed the homeless has been taking over areas since the Ascenia employee who worked in the area went out of medical leave. Glendale PD is working with Parks on a new contract to help expand homeless services.</p>	<p>No Action Taken</p>
5. City update on current projects	<p>Bradley and Ani reviewed the following updates with the Board of Directors:</p>	
a. Bridge Link Process	<p>Bradley announced the city has identified funding to purchase the planters for the 134 overpasses. Marco will work with Bradley on the purchase and install.</p>	<p>No Action Taken</p>
b. Tech on Tap	<p>Ani announced that tech on tap isn't happening this month because of Tech Week.</p>	<p>No Action Taken</p>
c. Update from the Alex Theatre	<p>Bradley announced that they would be recommending to the city to modernize the facility in November. He will follow up at the next Board meeting with further updates.</p>	<p>No Action Taken</p>
d. News racks – when can we get them removed?	<p>Marco explained the news racks are abandoned. They collect trash and stickers. The city will work with Marco on coordinating the removal of unused news racks.</p>	<p>No Action Taken</p>
e. Artsakh Street improvements project Presentation by- Sarkis Oganessian -	<p>Yazdan Emrani and Sarkis Oganessian from the City of Glendale Public Works department gave a through update on the 10-phase plan for the Artsakh Street improvement project. The project will add new outdoor seating, landscape, and lighting. They will add shade structures, public art, and change the roadway alignment. It will be between Harvard and Wilson. The</p>	<p>No Action Taken</p>

Deputy Director of Public Works	construction is projected to start in April 2023. Any questions can be asked to Sarkis the project manager. Marco did recommend to think about the trees with a large canopy to provide shade. Also, think about the speed of cars traveling down the one-way.	
6. Committee Reports		
Executive Committee	Rick and Marco went through the following items:	
a. Letter regarding Zoning code & process changes, Sent to City Council Meeting August 23	Rick reviewed the letter sent to city council with the Board of Directors.	No Action Taken
b. Set Annual Meeting date, authorize staff to send out letters and nomination forms.	Marco reviewed the annual nomination process.	Helen moved and Randy seconded the motion to set the annual meeting date for November 30th, 2022 at 10am and for staff to mail out the letters and nomination forms. The motion was approved unanimously.
c. Helen McDonogh resignation	Rick announced that Helen withdrew her resignation from the Board. Helen will continue on the Executive Committee, Board of Directors, and as the DISI Committee Chair.	No Action Taken
d. Nomination of Judee Kendall to serve on the Board as a Community at Large rep (tenant)	Rick explained that the Executive Committee recommended to appoint Judee Kendall from the Chamber of Commerce to the Board of Directors. Discussion followed.	Helen moved and Randy seconded the motion to approve Judee Kendall to join the Board of Directors. The motion was approved unanimously.

e. YTD Rough Budget review for FY22	Marco reviewed the budget, the collected assessments, and carry forward. Marco reviewed the ADMIN, DISI, and SOBO categories. Staff will work on finding out who has not paid assessments. Marco said the budget is in good shape and will be able to help purchase additional trash cans and plant the bridge link planters.	No Action Taken
f. Bylaws amendment	Marco explained that staff drafted an updated bylaws that added the following: This Board tenant must be in good standing with its landlord to be eligible to be accepted to serve on the Board. This will allow the business tenant to follow the same standard as the property owner, as they have to be current on their assessments. Rick explained the Executive Committee recommended that the statement should be the following: Any such business tenant must be in good standing with its landlord to be eligible to serve on the Board of Directors. The motion was approved unanimously.	Randy moved and Raul seconded the motion to accept the Executive Committee recommendations and update the bylaws to state: Any such business tenant must be in good standing with its landlord to be eligible to serve on the Board of Directors. The motion was approved unanimously.
DISI Committee	Helen went through the following items:	
a. Appoint new Chair, recommendation to the Board	Helen announced since she withdrew her resignation from the Board, she would continue to serve as the Chair of the DISI Committee.	No Action Taken
b. Bridge Link planters – production update	Bradley explained he will work with Marco on the purchase of the planters. He has identified funding and expects them to be purchased.	No Action Taken
c. Police Awards Luncheon on 10/6/22, authorization for donation	Rick explained that the Glendale Police are having their annual awards luncheon and reached out for sponsorship. He recommended a \$5,000 sponsorship.	Helen moved and Raul seconded the motion to sponsor the Glendale Police awards luncheon. The motion was approved unanimously.
d. Update from Mustang	Emma reviewed her report and gave an update on social media. Rick would like to increase	

	followers. Emma will promote the new Dodger Store.	
e. FUSE contract update	Rick announced he is working on the FUSE contract and should have a contract in place by November or December 1 st .	No Action Taken
f. Holiday Fall displays	Staff explained that fall displays will be out next week. They have 12 locations identified for hay, pumpkins, and scarecrows. The price of pumpkins has gone up drastically compared to last year. Staff will get the locations to Emma to be shared and posted on social media. Staff also asked Ani to turn on the power for the holiday tree lights.	No Action Taken
g. Update from SEDNA	The report on the website and mobile application was reviewed. Staff relayed that Sedna has been very quick to add events, articles, and reports to the website.	No Action Taken
h. Creation of Intl. Women's Day Task Force	Helen explained they will be creating the task force now that FUSE is hired. The city will be involved in producing the event too. Emma and Ani will need to start working together, so once the events coordinator is up and running, they will be ready to go. Helen will be the chair of the task force. They will also ask Judee to help with the event.	No Action Taken
SOBO Committee	Randy went through the following items:	
a. Report from DMS, Nick L	Staff reviewed the newly brand trash cans that were installed throughout the district.	No Action Taken
b. Homeless in the District	Staff reviewed the homeless situation going on in the district.	No Action Taken
c. Identify location for new trash receptacles.	Staff will be reviewing the trash cans placed in the district and identifying new potential locations.	No Action Taken
7. Other	<p>a. Ani announced the opening of the following new businesses:</p> <ul style="list-style-type: none"> • Chanel Fragrance and Beauty Boutique- Americana • Jaaaaan Restaurant- Artsakh Ave. (Coming Soon) • La Rochelle Restaurant – 204 N. Brand Blvd. • Dodger Clubhouse – Glendale Galleria • Artie's Express- Glendale Galleria • Saint Laurent- Americana 	No Action Taken

	<p>b. Ani gave the following update on Tech Week:</p> <p>The Sixth Annual Glendale Tech Week events will take place October 17-20, 2022 which will consist of panel discussions, a pitch festival, closing award ceremony and various networking events. More information can be found on the website: www.glendaletechweek.com.</p>	
8. Next Meeting	<p>The next meeting will be the Annual meeting to be held on November 30th at 10am. It will be a Zoom/hybrid meeting. The conference room location is at 100 N. Brand Blvd, on the 6th floor.</p>	No Action Taken

Minutes taken by Ryan, Staff/New City America