



Joe Stitick, President  
Raul Porto, Vice President  
Helen McDonagh, Treasurer  
Rick Lemmo, Secretary  
Brent Gardner  
Phil Lanzafame

**Downtown Glendale Association**  
**Sidewalk Operations, Beautification and Order (SOBO)**  
**Thursday, August 18<sup>th</sup>, 2016 – 1:30 pm**  
**100 N Brand Blvd, 6<sup>th</sup> Floor Conference Room, Glendale, CA 91203**  
**www.downtownglendale.com**

**Present:** Brent Gardner, Joe Stitick, Kevin Dizon (GPD), Tad Dombroski, and Jennifer McLain

**Staff:** Nick Lemmo

**MINUTES:**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Introductions</b>	Brent Gardner called the meeting to order at 1:30 pm	<b>No action taken.</b>
<b>2. Public Comments and Announcements</b>	Brent opened the floor to public comment and announcements: a. Kevin Dizon announced that there would be an increased enforcement in the downtown area prior to the holiday season. He also said that they would be increasing the policing in the downtown area. b. Jennifer McLain gave more information regarding tech week and the Maryland Paseo. Discussion Followed.	<b>No action taken.</b>
<b>3. Approval of June 16<sup>th</sup>, 2016 Minutes</b>	Brent reviewed the June 16 <sup>th</sup> , 2016 SOBO Committee Minutes. Discussion followed.	<b>Joe motioned and Brent seconded the approval of the June 16<sup>th</sup>, 2016 minutes. The minutes were approved unanimously.</b>
<b>4. Review of budget YTD for SOBO FY16</b>	Staff went over the SOBO Budget for FY 2016. Discussion followed.	<b>No action taken.</b>

<p><b>5. Update from the City</b></p>	<p>Brent opened the Floor for City updates:</p> <p>a. Demonstration Block Progress- The committee instructed that staff is to set a meeting with Dan Hardgrove with the City of Glendale to bridge any gaps in the Demonstration block plan.</p> <p>b. Parking Meter Meeting Update- Tad Dombroski informed the committee that City Council had approved the rate increase for the downtown area. They would begin implementing it too. Members from the DGA Board would be meeting with the city later in the day to discuss any sharing of parking meter revenue.</p> <p>c. Progress of Maryland Avenue Improvements- Jennifer McLain informed the committee that the closure of Maryland Avenue for the Paseo would commence on 8/29. Staff announced that the DGA would provide and assist in moving 8 concrete planters. The DGA would also provide 12 Tables, Chairs, and Umbrella set-ups for the Paseo. In addition, the DGA would increase patrols of Maryland Avenue and lock all tables and chairs nightly. They would also store any games that were put out for the public to use. Finally, the DGA would make sure the street was pressure washed before the opening of the Paseo.</p> <p>Discussion followed.</p>	<p><b>No action taken.</b></p>
<p><b>6. Status of Workers Comp Audit Update, approval to supplement NCPs contract to accommodate reclassification of workers</b></p>	<p>The committee reviewed the Status of the workers comp Audit Update.</p>	<p><b>No action, affirmation, or declaration made. The Committee recommends this action item be brought up at the next DGA Board Meeting.</b></p>
<p><b>7. Update from Operations Director:</b></p>	<p>Brent opened the floor to the Operations Director for updates:</p>	<p><b>Joe Motioned and Brent seconded the</b></p>

	<p>a. Banked Hours- Nick explained the current banked hours report.</p> <p>b. New Committee Members- Brent and Nick discussed the need to add new committee members.</p> <p>c. Authorization to purchase dog-waste disposal systems and bag rolls. Discussion followed</p>	<p><b>approval for the purchase of Dog-Waste disposal systems and bag rolls not to exceed \$5,000.00. The motion was approved unanimously.</b></p>
<p><b>8. Next Meeting</b></p>	<p>Next meeting for the SOBO Committee will be set soon.</p>	<p><b>No action taken.</b></p>

Minutes taken by Nick Lemmo, staff.