



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, November 17<sup>th</sup>, 2016 – 3:30 pm**  
**100 N Brand Blvd, 6<sup>th</sup> Floor Conference Room, Glendale, CA 91203**  
**www.downtownglendale.com**

**Present:** Brent Gardner, Joe Stitick, and Jennifer McLain

**Staff:** Marco Li Mandri, Nick Lemmo, Ryan Huffman

**MINUTES:**

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
<b>1. Introductions</b>	Brent Gardner called the meeting to order at 3:30 pm	<b>No action taken.</b>
<b>2. Public Comments and Announcements</b>	Brent opened the floor to public comment and announcements	<b>No action taken.</b>
<b>3. Approval of August 18<sup>th</sup>, 2016 Minutes</b>	Brent reviewed the August 18 <sup>th</sup> , 2016 SOBO Committee Minutes. Discussion followed.	<b>Joe motioned and Brent seconded the approval of the August 18<sup>th</sup>, 2016 minutes. The minutes were approved unanimously.</b>
<b>4. Review of budget YTD for SOBO FY16</b>	Brent went over the SOBO Budget for FY 2016. Discussion followed.	<b>No action taken.</b>
<b>5. Update on City items:</b>	Brent reviewed the proposal for parking meter revenue sharing. Discussion followed.	<b>No action taken.</b>
<b>6. Consideration for in-house operations or select another vendor</b>	Brent reviewed the proposal to bring the SOBO Maintenance provider to an in-house operation.	<b>No action, affirmation, or declaration made. The Committee recommends this action item be brought up at the next DGA</b>

		<b>Board Meeting.</b>
<b>7. Update from Operations Director</b>	Brent opened the floor to the Operations Director for updates: a. Banked Hours- Nick explained the current banked hours report.	<b>No action taken.</b>
<b>8. Next Meeting</b>	Next meeting for the SOBO Committee will be for January 11 <sup>th</sup> , at 12:30 pm.	<b>No action taken.</b>

**Minutes taken by Ryan Huffman, staff.**