

**Downtown Burbank Partnership  
Meeting Agenda  
September 10, 2020 9:00 AM**

<https://burbankca.zoom.us/j/95365012947?pwd=Q2tUTGJiNjBnM3FVbTNPRXNtdnQxdz09>

**Meeting ID: 953 6501 2947**

**Password: 694185**

**A. ROLL CALL**

**B. ANNOUNCEMENTS**

**C. PUBLIC COMMENT**

At this time, anyone may address the Board for up to five minutes on any matter related to the PBID.

**D. RESPONSE TO PUBLIC COMMENT**

At this time, any Board Member can respond to comments made by the public.

**E. APPROVAL OF MINUTES**

**ACTION ITEM**

Minutes for the July 9, 2020, Board meeting will be presented for approval.

**F. TREASURER'S REPORT**

**ACTION ITEM**

The Treasurer's report as of August 31, 2020, will be presented for approval.

**G. StreetPlus Update**

Staff from StreetPlus will update the Board on the Downtown Burbank Hospitality and Social Outreach Services program.

*Staff Recommendation: Note and file.*

**H. Outdoor Dining Update & Discussion**

**ACTION ITEM**

Staff will provide an update on outdoor dining in Downtown Burbank including an overview of survey results, communal outdoor parklets and opportunities for future programming.

*Recommendation: Discuss and recommend direction to staff for future outdoor dining opportunities.*

**I. Downtown Burbank Leasing and Development Update**

Staff will update the Board on current available space and development projects in Downtown Burbank.

*Recommendation: Note and file.*

**J. Batman Statue Update**

Staff will update the Board on the forthcoming Batman Statue sponsored by Visit Burbank, and scheduled for install on the AMC walkway in September 2020.

*Recommendation: Note and file.*

**K. On-Going Operational Issues**

**ACTION ITEM**

Staff will ask the Board to consider transferring \$30,000 in funding from the PBID holding account to cover monthly ambassador fees for September of \$15,000, and \$15,000 in marketing expenses. For a list of additional operational expenses, please see attached financial statements.

**L. Future Agenda Items**

Board Members and staff may introduce new items for discussion, but no action may take place at this time, except to place the item on a future agenda.

- Street Performer Ordinance

**M. ADJOURNMENT: Next tentative meeting: October 1, 2020.**

<b><u>Downtown Burbank Partnership, Inc.</u> <u>Board Members</u></b>	<b><u>Community Development Department</u> <u>Key Staff</u></b>
<p>Michael Cusumano, Cusumano Real Estate Group, <b>Chair</b>            James O’Neil, Crown Realty &amp; Development Inc, <b>Vice Chair</b>            Frank Gangi, Gangi Development, <b>Treasurer</b>            Ted Slaughter, The Village Walk, <b>Secretary</b>            Michael DeLeon, Burbank Town Center            Christine Deschaine, Kennedy Wilson            Judie Wilke, Asst. City Manager            Patrick Prescott, Community Development Director            Dominick Scarola, North End Pizzeria            Brett Warner, Lee and Associates            Parham Yedidsion, Evolution Strategic Partners LLC            Barbara Holliday, Flappers Comedy Club (non-voting)</p>	<p>Simone McFarland, Asst. Community Development Director Business &amp; Economic Development Marketing Manager/Public Information Officer            Mary Hamzoian, Economic Development Manager            Marissa Minor, Economic Development Analyst            Erika DeLeon, Economic Development Analyst            Melissa Colasanto, Economic Development Analyst            Teresa Mackey, Downtown Burbank Partnership Bookkeeper            Bob Newman, StreetPlus Team Lead</p>

The PBID Board is comprised of eleven members originally appointed by the City Council. Regular meetings are held monthly the first Thursday of the month unless otherwise agenzized. The PBID Board’s primary function is to conduct business for the revitalization, improvement and activities for Downtown Burbank. The agenda packet consisting of all documentation relating to agenda items are on file in the Economic Development Division of the Community Development Department located at 150 N. Third Street during normal business hours and will be posted on the Downtown Burbank Website: [www.DTNBUR.com](http://www.DTNBUR.com)

This Downtown Burbank Partnership meeting is ADA accessible. In compliance with the Americans with Disabilities Act, if any special assistance is needed to participate in this meeting, please contact the ADA Coordinator at (818) 238-5021 voice or (818) 238-5035 TDD. Notification 48 hours in advance of this meeting will enable the City to make reasonable arrangements for special assistance.