

**Downtown Burbank Partnership  
Meeting Agenda  
July 11, 2019 9:00 AM**

City of Burbank, Community Services Building  
150 North Third Street, Room 101 Burbank, CA 91502

**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 June 6, 2019 Board meeting will be presented for approval.

**F. TREASURER'S REPORT**

**ACTION ITEM**

The Treasurer's report as of June 30, 2019 will be presented for approval.

**G. Car Classic Update**

Staff will update the Board on the Car Classic event, taking place on Saturday, August 3rd.

**H. Hospitality and Social Outreach Ambassador Program Update**

Staff will provide an update on the Downtown Burbank Ambassador Program and information on street performer outreach and management.

**I. 5-Year Budget Forecast**

Staff will provide a 5-year budget forecast to the Board for review.

*Staff recommendation: Note and File.*

**J. On-going Operational Issues**

**ACTION ITEM**

Staff will ask the Board to consider transferring \$55,000 in funding from the PBID holding account to cover monthly ambassador fees of \$15,000, marketing expenses of \$17,000, Car Show event expenses of \$20,000 and mural expenses of \$3,000. For a list of additional operational expenses please see attached financial statements.

**K. 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.

**L. ADJOURNMENT: Next tentative meeting: August 2019**

<b><u>Downtown Burbank Partnership, Inc. Board Members</u></b>	<b><u>Community Development Department Key Staff</u></b>
Michael Cusumano, Cusumano Real Estate Group, <b>Chair</b> James O’Neil, Crown Realty & Development Inc, <b>Vice Chair</b> Michael Wilford, HW LLP, <b>Treasurer</b> Ted Slaughter, The Village Walk, <b>Secretary</b> Michael DeLeon, Burbank Town Center Justin Hess, Assistant City Manager Frank Gangi, Gangi Development Barbara Holliday, Flappers Comedy Club Patrick Prescott, Community Development Director Dominick Scarola, North End Pizzeria Brett Warner, Lee and Associates	Simone McFarland, Asst. Community Development Director Business & Economic Development Marketing Manager/Public Information Officer Mary Hamzoian, Economic Development Manager Marissa Minor, Economic Development Analyst Tigran Yeremyan, Economic Development Analyst

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)

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