



Downtown Downey Improvement Association
Board of Directors Meeting

Directors:

Jorge Villa, President
Charlene Roche, Vice President
Jessica Flores, Secretary
Ray Mesler, Treasurer
Mario Guerra, Board Member
Mario Trujillo, Board Member
Michael Calvert, Board Member
Maurice Patterson, Board Member
Alexis Suarez, Board Member
Ante Trinidad, Board Member

Meeting Day and Time (on Zoom): June 6th, 2022 2:00 pm

<https://us06web.zoom.us/j/82892851489?pwd=aFc1TWVSbHVnWDU2UIBOa0g3Wm11UT09>

Meeting ID: 828 9285 1489
Passcode: 942148

Office:

8255 Firestone Boulevard Suite 308, Downey CA 90241
(562) 507-0585 / hans@downtowndowney.org

1. Introductions – President Jorge Villa
2. Approval of May 2nd, 2022 Board minutes..... **Action Item**
3. Public Comment
4. Approval of AB 361 to continue virtual meetings..... **Action Item**
5. Committee Reports:
 - (Executive Committee) - Jorge Villa, President
 - a. Financial report - Ray Mesler
 - b. Update from Executive Director, Hans Fritz
 - (DISI | District Identity & Streetscape Identity) - Alexis Suarez, Chair
 - a. Update from Eric Pierce - Social Media and PR
 - b. DDIA Business Mixer: planning, execution and outcome
 - (SOBO | Sidewalk Operations, Beautification & Order) - Maurice Paterson, Chair
 - a. District Maintenance Services - Nick Lemmo
 - b. Security/Vandalism incident report - Lt. Rosario
6. Downtown Parking Study Presentation - Jessica Flores
7. Other
8. (Close Session) Night Market Proponent Selection **Action Item**
9. Next Board Meeting

BROWN ACT: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at 8255 Firestone Blvd. Downey, CA. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Hans Fritz at 562-507-0585 at least 48 hours prior to the meeting.



**Downtown Downey Improvement Association
Board of Directors
8255 Firestone, Downey, CA 90241
Monday, May 2nd, 2022 – 2:00 p.m.
Zoom Meeting**

Present: Jorge Villa, Mario Guerra, Charlene Roche, Maurice Patterson, Jessica Flores, Ray Mesler, Ante Trinidad, Alexis Suarez
Absent: Mario Trujillo, Michael Calvert
Guests:
Staff: Hans Fritz, Eric Pierce, Nick Lemmo
Minutes:

<i>Item</i>	<i>Discussion</i>	<i>Action Taken?</i>
1. Introductions	Jorge Villa called the meeting to order for the meeting of the DDIA. This was a Zoom meeting due to the COVID pandemic. Everyone was on zoom video for the meeting, consistent with the Brown Act rules.	No Action Taken
2. Approval of April 4th, 2022 Board Minutes	The minutes of the April 4 th , 2022 Board meeting were reviewed by the Board.	Charlene Roche moved and Jorge Villa seconded the motion. The minutes were approved unanimously.
3. Public Comment – Announcements	Hans opened the floor for community and public announcements: None	No Action Taken
4. Approval of AB 361 to continue virtual meetings	Hans explained AB 361. The approval would allow us to continue meeting online for the next 30 days.	Mario Guerra moved and Ray Mesler seconded the motion to continue to hold virtual meetings and reevaluate at the next meeting. The motion was approved unanimously.
5. Committee Reports	Executive : Hans explained a new version of the financial report. He asked Ray Mesler to elaborate more on the financial	No Action Taken.

	<p>status. Hans then reported on his progress for the month. Hans talked about the revamping of DISI and SOBO committees; past and future events including the launching of a Night Market on Thursdays and the DDIA mixer sponsorship levels.</p> <p>DISI : Eric Pierce updated the board on social media engagement and newsletter feedback. Hans updated the board on the outcomes from the first DISI meeting the previous month which are: issuing an RFP for an event planner and donation to LACADA request.</p> <p>SOBO : Nick Lemmo updated the board on the pressure washing schedules and images of areas Nick's team had cleaned. Hans updated the board on the suspect on a bike in parking lots looking into cars. Jessica said they are looking into movable bollards or speed bumps for the top level of the parking structure. Mario suggested we invite Council Members to board meetings.</p>	
6. Other	<p>Jorge Villa asked that we bring Ante on the Board at the beginning of the meeting.</p> <p>Jessica Flores announces she is leaving on maternity leave in July. Her replacement will be Marlin Ramirez.</p>	Jorge Villa started the motion. Mario Guerra seconded. It was approved unanimously.
7. Next Board of Directors Meeting	The next board meeting is on June 6th at 2:00 pm	No action taken.

Minutes taken by Hans Fritz

DDIA Monthly Budgets Simplified 2021-2022

	May Budget	May Actual	Total Allocations	June Budget
Cash on hand (COH)	\$76,613.05	\$76,613.05		\$47,096.61
Deposits	\$64,000.00	\$0.00		\$64,000.00
TOTAL	\$140,613.05	\$76,613.05		\$111,096.61
Expenses				
Administration				
62110 · Accounting	\$333.00	\$4,284.45	\$4,000.00	\$0.00
62840 · Bank Charges	\$25.00			\$25.00
62870 · Insurance	\$250.00	\$3,291.00	\$3,000.00	\$0.00
65030 · Printing and Copying	\$16.00			\$16.00
62890 · Rent	\$950.00	\$1,692.48	\$11,400.00	\$950.00
62900 Staff Administration	\$7,000.00	\$4,000.00		\$7,000.00
65050 · Telephone, Telecommunications	\$85.00			\$85.00
62990 Admin Misc.				
Total 62100 · Administration	\$8,659.00	\$13,267.93		\$8,076.00
DISI District Identity & Streetscape Identity				
65100 Advertising	\$150.00			\$150.00
65300 Branding	\$316.00			\$316.00
65500 DISI Staff Admin.	\$1,250.00			\$1,250.00
65600 PR/Social Media	\$3,000.00	\$3,000.00		\$3,000.00
65630 Website/ Maintenance	\$200.00			\$200.00
Total 65000 DISI	\$4,916.00	\$3,000.00		\$4,916.00
SOBO Sidewalk Operations, Beautification & Order				
67110 Maintenance Provider	\$11,000.00	\$10,999.92		\$11,000.00
67130 Supplies	\$416.00	\$1,012.15	\$5,000.00	\$664.00
67140 Uniforms	\$83.33	\$1,021.46	\$1,000.00	\$0.00
67200 SOBO Misc.		\$214.98	\$0.00	\$0.00
Total 67000 · SOBO	\$11,499.33	\$13,248.51		\$11,664.00
68000 · Contingency				
Total Expense	\$25,074.33	\$29,516.44		\$24,656.00
Over/Under Budget		-\$4,442.11		
Net COH	\$51,538.72	\$47,096.61		\$86,440.61



THE
DISTRICT @ DOWNEY

**YOU'RE INVITED TO THE
DOWNTOWN DOWNEY
IMPROVEMENT
ASSOCIATION MIXER**

**JUNE
8TH
2022**

5:30 PM - 7:30 PM

RSVP

NAME
CONTACT

DDIA @ DFCU

AT DOWNEY FEDERAL CREDIT UNION

8237 3rd St., Downey CA 90241

**JOIN US FOR
DRINKS &
APPETIZERS**

**50/50 RAFFLES
CASH ONLY**

**ANY DONATION IS
TAX-DEDUCTIBLE**



Downtown Downey Improvement Association

Business Mixer for Property and Business Owners

Day and Time: Wednesday, June 8th 5:30 pm to 7:30 pm

Downey Federal Credit Union: 8237 3rd Street Downey, CA 90241

1. 4:30 pm - Set up

- Step and repeat
- Lights
- Camera
- Other

2. 5:00 pm - Interview Board Members

- Jorge Villa, President
- Charlene Roche, Vice President
- Jessica Flores, Secretary
- Ray Mesler, Treasurer
- Mario Guerra, Board Member
- Mario Trujillo, Board Member
- Michael Calvert, Board Member
- Maurice Patterson, Board Member
- Alexis Suarez, Board Member
- Ante Trinidad, Board Member

3. 5:30 pm - Event starts

Meet and greet with everyone attending

- 50/50 raffle sale

4. 6:00 pm - Presentation

- Mentioned dignitaries present
- Jorge Villa/Hans Fritz welcomes everyone for attending
- Brief introduction of what the DDIA is and what it does
- Upcoming plans: Night Market and Special Events, safer and cleaner parking structure
- 50/50 raffle winner announcement
- Questions

5. 7:30 pm - Event ends

BROWN ACT: Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The Corporation posts all Board and Committee agendas at 8255 Firestone Blvd. Downey, CA. Action may not be taken on items not identified as such and posted on the agenda. Meeting facilities may be accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify Hans Fritz at 562-507-0585 at least 48 hours prior to the meeting.

