

MINUTES

GARDEN GROVE DOWNTOWN COMMISSION

September 17, 2025

A Special Meeting of the Garden Grove Downtown Commission was called to order in the Municipal Service Center, 13802 Newhope Street, on Wednesday, September 17, 2025.

ROLL CALL: PRESENT: (5) Commissioners: Nguyen, Tran, Stewart, Tortolano, and Weimer

ABSENT: (2) Commissioners: Amoukhteh, Dang

ALSO PRESENT: Alexa Viramontes, City Liaison, Rosemarie Jacot, Recording Secretary, Bill Murray, Public Works Director, Andrea Vital, City Clerk Representative

ORAL COMMUNICATIONS

None

WRITTEN COMMUNICATIONS

None

MINUTES

Receive and file the minutes from July 10, 2025

It is was moved and seconded to receive and file the minutes from July 10, 2025

Commissioners:

Amoukhteh	AYE
Dang	ABSENT
Nguyen	ABSENT
Stewart	AYE
Tran	AYE
Tortolano	AYE
Weimer	AYE
ACTION:	APPROVED

FINANCIAL STATEMENTS

a. Receive and file the Financial Statements

It was moved and seconded to receive and file the Financial Statements for July and August, 2025

Commissioners:

Amoukhteh	AYE
Dang	ABSENT
Nguyen	ABSENT
Stewart	AYE
Tran	AYE
Tortolano	AYE
Weimer	AYE
ACTION:	APPROVED

DISCUSSION ITEMS

a. FY24-25 Budget Revision

An adjustment was made to the FY24-25 Budget. During FY24-25, an automated distribution of fees was applied to all funds across the City, which historically excluded the Downtown Assessment Fund. During this Fiscal Year, the Downtown Assessment Fund was included in the automated fee distribution and, upon review by the City, was reversed in the amount of \$17,100. The City is currently working with a consultant to assess current distribution of fees and may update how they are distributed for Fiscal Year 2026-27.

b. Landscaping Contract

The Downtown Assessment District's Landscape Maintenance contract will expire on October 31, 2025. The City released a Request for Proposals for landscaping services but did not receive any responses. Following the RFP process, the City engaged contractor Silverstone Property Management and obtained a quote for services. The Commission discussed service options. The City will obtain quotes for different service options and item will be tabled to next meeting.

MATTERS FROM COMMISSIONERS

- a. Commissioner Stewart shared concerns about electrical pedestals that had been broken and vandalized. The City is exploring options for addressing these issues and making future improvements.

MATTERS FROM STAFF

- a. City Liaison Alexa Viramontes shared an update about the process for assessment increase that had previously been discussed by the Commission. Quotes were requested for an Assessment Study.
- b. Rosemarie Jacot is retiring and this is her last meeting and this meeting was her last.
- c. The City's Public Works Director, Bill Murray, discussed the importance of Commission participation in meetings.

ADJOURNMENT

The meeting was adjourned at 11:00 a.m. The meeting of the Downtown Commission has been adjourned to November 13, 2025.

Respectfully Submitted

Alexa Viramontes