

**TRAFFIC & TRANSPORTATION COMMITTEE
MARCH 9, 2006 MINUTES**

The regular meeting of the Burbank Traffic & Transportation Committee was held in the City Council Chambers, 275 East Olive Avenue, on the above date. Michael Flad, Committee Chair, called the meeting to order at 1:30 p.m.

Members Present: Michael Flad, Chair
Sam Asheghian
Gary Bric
Hank Jannace
David Kriske
Lt. Rick Madrid
Brian Malone
Rene Salas
Gregory Scher
Joseph Spaulding
Joe Terranova, Vice Chair

Members Absent: None

Staff Present: Rabie Rahmani – Traffic Engineer, Public Works
Ken Johnson – Traffic Engineer, Public Works
Jeanne Keeler – Parking Analyst, Public Works
Jacqui Batayneh – Recording Secretary, Public Works
Bonnie Teaford – Interim Public Works Director

I. APPROVAL OF MINUTES

It was moved and seconded to approve the minutes from the November 10, 2005 meeting. Mr. Bric and Mr. Farquhar abstained from voting.

II. ORAL COMMUNICATIONS: (Limited to items on the printed agenda or items regarding the business of the Traffic & Transportation Committee)

A. Public

Mr. Olson advised the committee that residents are concerned with public safety on the Chandler Boulevard bike path, particularly with crossover traffic. Mr. Olson feels that there is a need for professional assessment of the area between Mariposa Street and Pass Avenue, and suggested that the committee move forward with a study to provide the public with safety options. Mr. Olson asked that the Burbank Police Department also respond with their opinions in regards to the safety of the Chandler Bikeway. Mr. Johnson agreed to collect data and gather information for the next committee meeting.

Mr. Herman spoke in support of agenda item E, the Large Vehicle Parking Ordinance proposal. Mr. Herman feels that it is important that the overnight parking prohibition of large vehicles is enforced, and suggested that the fee structure be designed to employ staff to impose the ordinance. Mr. Herman informed the committee that there is still a problem with trucks parking on the overpass on Alameda Avenue, and that many of the City's street signs have panels missing or are not illuminated. Mr. Herman also spoke in support of a Chandler Bikeway study with emphasis on safety issues and signal modifications. Mr. Herman suggested that the City install a traffic signal at the Flower Street and Alameda Avenue underpass for better visibility.

B. Committee Members/Staff

Mr. Terranova suggested that staff prepare an additional Chandler Bikeway report and present the findings to Council. Mr. Flad advised staff to focus on the need for public safety rather than convenience. Mr. Malone suggested that data collected include studies on traffic vs. safety concerns. Mr. Kriske advised the committee that staff is addressing many traffic issues, and a number of signals on and around Chandler Boulevard will be upgraded.

III. REPORTS

A. Taxi Cab Report – None

B. Taxi Cab Rates– Ken Johnson

Mr. Johnson reported that the cities of Los Angeles and Burbank eliminated the \$.50 taxi cab surcharge, since gasoline prices dropped below \$2.73 per gallon. Mr. Bric asked if there is a motion required to add or eliminate the surcharge. Mr. Johnson informed the committee that the City's municipal code does not require a motion for the fee. The city of Burbank automatically follows the city of Los Angeles when adding or eliminating the taxi cab surcharge. Mr. Johnson advised the committee that rate changes in cab fares do require a motion by the committee. Mr. Johnson informed the committee that the presentation of the annual allocation of taxi cab permits is scheduled for the next committee meeting, and will include People's Cab and City Cab applications.

C. Duties and Responsibilities of the Traffic and Transportation Committee – Ken Johnson

Mr. Johnson asked the committee to review the responsibilities and requirements of the Traffic and Transportation Committee, defined in the Burbank Municipal Code, Section 2-421. Mr. Terranova asked if staff is responsible for providing traffic studies to the public. Mr. Kriske informed the committee that environmental impact documents and guidelines for traffic studies are available to the community. Lt. Madrid informed the committee that the Police Department discusses traffic studies with the Traffic Engineering Department on a regular basis. Mr. Johnson advised the committee that the City's Traffic Engineering Department looks at road improvements, as traffic and residents increase. Mr. Malone asked if the Mayor has designated a representative to meet with the committee as a liaison. Mr. Malone informed the committee that he will volunteer as the designated representative. Mr. Flad advised the committee that members might rotate quarterly as liaisons. Mr. Flad suggested that the committee wait until May, when the Council appoints its annual liaisons, before making any final decisions. The committee agreed not to modify Section 2-421 of the Burbank Municipal Code and approved Mr. Malone to volunteer for communications with City Council.

A motion was made by Brian Malone and seconded by Gary Bric to have committee members rotate quarterly as Traffic and Transportation Committee liaisons. The motion passed unanimously.

D. Downtown Parking Management Program Update – Jeanne Keeler

Ms. Keeler reported that staff presented a comprehensive downtown parking management implementation plan to City Council for their consideration and input on January 31, 2006. Council determined that the scope of the plan was too broad for full implementation and directed staff to return with a modified plan that narrows the focus of the user-fee parking system to San Fernando Boulevard and possibly a few nearby parking structures. Ms. Keeler informed the committee that a meeting is scheduled with downtown business owners on March 15, 2006 to discuss the parking plan. City Council also requested that staff move forward with the installation of Smart Signage and agendize the draft Valet Parking Ordinance for their consideration.

Mr. Spaulding asked what the anticipated costs are for parking in metered areas. Ms. Keeler advised the committee that staff recommends \$1.00-\$2.00 per hour. Mr. Bric informed the committee that he is not in favor of placing meters in the downtown area. Ms. Keeler advised the committee that the decision to place meters in downtown is in response to merchant

concerns regarding parking on San Fernando Boulevard. Staff's recommendation for meters is to adhere to a one hour time limit and work in conjunction with police enforcement's sight technology. Mr. Bric asked if the meters will create revenue for the City, or if no-cost meters are a possibility. Ms. Keeler informed the committee that the revenue offsets the cost of equipment and enforcement. Mr. Flad advised the committee that the issue of revenue was discussed at the Council meeting on March 15, 2006. Mr. Terranova asked if users will be able to extend time restrictions by adding additional money to meters. Ms. Keeler advised the committee that consideration of time limitations and fees are options for analysis as the parking plan proceeds. Ms. Keeler advised the committee that the financial and rate analyses will go to Council with the ability to return to the committee as a future agenda item.

Ms. Keeler informed the committee that following Council direction to focus on user-fee parking to San Fernando Boulevard, staff determined that parking structures in close proximity would not be considered at this time due to the added costs of design and construction required for the installation of gates. Mr. Flad asked about the operation and implementation of Smart Signage. Mr. Johnson advised the committee that the location of changeable message signs at garage entrances will provide parkers with space availability and give locations of other structures with parking vacancies. Each garage will work independently, with one technological location providing the information. Mr. Johnson advised the committee that funding for Smart Signage is already in place.

E. Large Vehicle Parking Prohibitions Update – Ken Johnson

Mr. Johnson advised the committee that the City of Burbank currently has regulations prohibiting commercial vehicles from parking in commercial and residential areas. The proposed regulations are primarily aimed at the parking of recreational vehicles in neighborhoods. Staff feels that a complete prohibition is overly restrictive and it would limit the desired use of the recreational vehicles. Mr. Johnson informed the committee that staff suggests that a ban on parking of large vehicles during the late night hours, between 2:00 AM and 6:00 AM, would achieve the desired goal of removing vehicles that park for long periods on residential streets, but it would allow the loading and unloading of vehicles for use. Mr. Bric asked how residents can obtain a permit in advance. Mr. Johnson informed the committee that the Public Works Department will issue permits for a suggested maximum period of 24 hours. Lt. Madrid advised the committee that permits should not be issued for more than 72 hours, and no more than two permits per month should be issued to an individual large vehicle owner. Mr. Bric expressed concern regarding street visibility while large recreational vehicles park on corners, or too close to driveways, in residential neighborhoods. Mr. Johnson advised the committee that the length of the vehicle and the parking distances from driveways can be incorporated into the ordinance. Mr. Flad asked what the front yard setback is, and what the length limitations of large vehicles are. Mr. Kriske informed the committee that in the R-1 Zone the setback is 25 feet, and the maximum length of a recreational vehicle parked in a front or side yard cannot exceed 22 feet. Mr. Kriske added that the Large Vehicle Parking Ordinance will improve safety given that time restrictions will allow only short term parking.

Mr. Terranova inquired about the permit cost and the number of permits a large recreational vehicle owner will be allowed to purchase in one month. Mr. Johnson suggested no more than two permits in one month, and a time separation between permits. Lt. Madrid advised the committee to include the owner's address on the permit for enforcement purposes; excluding the owner's name to protect against identity theft.

A motion was made by Joe Terranova and seconded by Brian Malone to issue temporary parking permits to owners of large recreational vehicles for a period no longer than 24 hours and no more than two non-consecutive permits per month. The permit will include the address of the owner only and will limit the vehicle length to 22 feet. The motion passed unanimously.

Mr. Terranova advised the committee that civil codes CVC 22505, 22507 and 22507.5 are not in the Burbank Municipal Code for recreation vehicle prohibition. Lt. Madrid advised the committee that all codes are enforceable once they are adopted as part of the City's Municipal Code. Mr. Flad informed the committee that a motion to adopt CVC 22507 as part of the Burbank Municipal Code can be presented to Council in the future. Mr. Johnson advised the committee that staff will re-examine the civil code issues and return with an update before making a Council presentation. Mr. Terranova requested introducing the Large Recreational Vehicle Ordinance proposal with the inclusion of the fee resolution to Council as soon as possible.

A motion was made by Brian Malone and seconded by Sam Ashegian to issue one temporary parking permit to the large recreational vehicle owner for a \$10.00 fee. The motion passed unanimously.

Mr. Johnson advised the committee that members will be notified when the presentation of the Large Vehicle Ordinance proposal goes to Council, in approximately four to six weeks. Mr. Flad and Mr. Malone feel that public education regarding the Large Vehicle Ordinance is extremely important. Mr. Johnson informed the committee that staff will work with the City's Public Information Office to distribute information to the community via Burbank TV6 and the City's website. Mr. Malone suggested placing articles in the newspaper to keep the community informed of the Large Recreational Vehicle Ordinance proposal.

IV. OTHER BUSINESS – None

V. FUTURE AGENDA ITEMS:

- Mr. Johnson requested discussion of Future Agenda Items A, B and C on the March 9, 2006 agenda.
- Mr. Bric requested discussion of 321 Sunset Boulevard and possibly restricting the number of vehicles parked at that address.
- Mr. Terranova requested discussion of traffic calming devices.
- No parking signs on Walnut (requested by Jan Bartolo - Park & Rec. Board meeting).

VI. ADJOURNMENT

There being no further business to discuss, the meeting was adjourned at 3:58 p.m. The next regularly scheduled meeting will be held on Thursday, May 11, 2006.

Respectfully submitted,

Ken Johnson, Traffic Engineer

KJ:jb