

# Weekly Management Report

## May 16, 2014

1. **Memo** – Follow-up from Budget Meeting of May 13, 2014 – Financial Services Department
2. **Memo** – Pedestrian Access During the I-5/HOV Project Construction at Buena Vista Street and San Fernando Boulevard – Public Works Department
3. **Letter** – Letter from County of Los Angeles Board of Supervisors to Governor Brown, May 5, 2014 – City Manager
4. **Summary** – League of CA Cities Summary of Governor Jerry Brown’s FY 2014-15 May Revised Budget Proposal – City Manager
5. **Memo** – Final Environmental Compliance Coordinator Recruitment Update – Burbank Water & Power
6. **Synopsis** – Downtown Burbank Partnership Meeting of May 8, 2014 – Community Development Department
7. **Synopsis** – Metro’s New Metrolink Burbank Bob Hope Airport Station Community Meeting of May 8, 2014 - Community Development Department
8. **Synopsis** – San Fernando Valley Council of Governments Board Meeting of May 8, 2014 – Community Development Department
9. **Synopsis** – Heritage Commission Meeting of May 8, 2014 – Community Development Department
10. **Synopsis** – Burbank Hospitality Association Meeting of May 14, 2014 – Community Development Department
11. **Synopsis** – Park, Recreation and Community Services Annotated Agenda/Meeting Summary – Park, Recreation and Community Services Department
  - Parks Recreation Community Services Board Meeting May 8, 2014
  - Cultural Arts Commission May 8, 2014
  - Athletic Federation May 6, 2014
  - Youth Board May 8, 2014





**CITY OF BURBANK**  
**OFFICE OF THE CITY MANAGER**  
**(818) 238-5800**  
**FAX (818) 238-5804**

**DATE:** May 16, 2014  
**TO:** Honorable Mayor and City Council  
**FROM:** Mark Scott, City Manager  
**SUBJECT: MAY 13, 2014 BUDGET MEETING FOLLOW-UP**

Attached is a list of City Council follow-up requests recorded by the Finance Department during the May 13, 2014 meeting. If City Councilmembers wish to add items to the list, please advise as soon as possible.

**FOLLOW-UP FROM COUNCIL BUDGET STUDY SESSIONS  
FY 2014-15 PROPOSED BUDGET**

REQUESTOR	INFORMATION / FOLLOW-UP REQUEST	REQUEST DATE	RESPONSIBLE DEPARTMENT	MANAGEMENT RESPONSE	DELIVERY DATE	STATUS
1	Gabel-Luddy Provide information on long-term policy issues to be addressed by the City Council	5/13/2014	City Manager	City Manager to prepare memo for the May 22 Budget Study Session		
2	Gabel-Luddy Discussion paper on utilizing RDA loan repayment funds for the Parking Authority	5/13/2014	City Manager / Public Works	The utilization of RDA loan funds will be included on the list of long-term policy issues. With regards to the funding needs of the Parking Authority, this is addressed by Public Works in the Parking Authority discussion paper.		
3	Gabel-Luddy Asked if possible to reverse the senior transportation fare subsidy that was phased out in FY 13-14	5/13/2014	Community Development	Memo will be provided to the City Manager for Council distribution prior to 5/22 meeting		
4	Gabel-Luddy Options to bring back the Lifeline program for the Sewer and Refuse Funds	5/13/2014	Public Works	Memo will be provided to the City Manager for Council distribution prior to 5/22 meeting		
5	Gabel-Luddy & Frutos Appropriate additional Gas Tax fund balance for street improvements in FY 14-15	5/13/2014	Public Works	Council direction will be incorporated in the Infrastructure overview to be presented on 5/22		
6	Frutos Provide information on projected city employee retirements over the next 5 years	5/13/2014	Management Services/Finance	Memo will be provided to the City Manager for Council distribution prior to 5/22 meeting		
7	Frutos Utilize additional Starlight Bowl revenues to fund security for the Starlight Bowl that is currently in the Police Department Budget	5/13/2014	Police & Park, Recreation & Community Services	Memo will be provided to the City Manager for Council distribution prior to 5/22 meeting		
8	Gordon Explore the possibility of a BUSD Joint Use Agreement Oversight Committee	5/13/2014	Park, Recreation & Community Services	Request added to the CM tracking list and will be addressed outside the City budget process.		

**FOLLOW-UP FROM COUNCIL BUDGET STUDY SESSIONS  
FY 2014-15 PROPOSED BUDGET**

REQUESTOR	INFORMATION / FOLLOW-UP REQUEST	REQUEST DATE	RESPONSIBLE DEPARTMENT	MANAGEMENT RESPONSE	DELIVERY DATE	STATUS
9	Gordon Provide a list of litigation expenditures broken out by claim	5/13/2014	Management Services	City Manager will address generically in memo to City Council (see item #1 above). Detailed analysis to claims settlements and litigation costs will be addressed outside the City budget process.		
10	Bric Provide information on policy relating to offering discounted or subsidized park permit fees for the Road Kings or other non-profit groups	5/13/2014	Park, Recreation & Community Services	Subsidized fees for non-profits will be included in the CM discussion of long term policy direction required from the City Council. Council policy direction regarding fee subsidies will be requested as part of the Citywide User Fee study during FY 2014-15.		
11	Talamantes Provide information on the process for selecting & negotiating terms for the Bloomberg Terminal and its application to the City's Purchasing Code	5/14/2014	City Treasurer	City Treasurer to provide memo to Council regarding process for selecting Bloomberg and fee negotiation process prior to 5/22 meeting.	5/15/2014	DONE - Memo sent via email by Ms. Kutka





**CITY OF BURBANK  
PUBLIC WORKS DEPARTMENT  
MEMORANDUM**

**DATE:** May 14, 2014

**TO:** Mark Scott, City Manager

**FROM:** Bonnie Teaford, Public Works Director  
By: Ken Johnson, Traffic Engineer

*B. Teaford*

**SUBJECT:** Pedestrian Access During the I-5/HOV Project Construction at Buena Vista Street and San Fernando Boulevard

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Staff has been working very diligently with Caltrans to ensure that Buena Vista Street and the pedestrian pathway across the railroad would remain open during the I-5/HOV project, except for some night or weekend (55 hour) closures only when necessary. The rail construction in this area will include building a shoofly (bypass) track and a rail overpass. Detour signage will be in place throughout the project to keep motorists and pedestrians apprised of what will be a frequently changing environment.

Caltrans has divided the construction of the railroad overpass into 13 construction stages (or segments) to keep Buena Vista Street open as long as possible. Buena Vista Street and the rail crossing will remain open to vehicles and pedestrians except during several weekend street closures. Of the 13 construction segments, eight will impact pedestrian travel across the intersection and tracks. Some segments will result in shifting of some travel lanes or the temporary closure of one lane.

Drawings that depict the eight significant segments (plus the final configuration) are attached. At the bottom corner of each drawing, staff provided a plain-language description of the construction to be completed in each of these segments and a description of the impact to pedestrian travel. Please note that Segment 4 shows a complete closure of Buena Vista Street, but this closure will only be in effect over 55 hours of a weekend. The final segment (Segment 13) involves roadway striping, and during this stage all pedestrian access will be available.

You will note that pedestrian access switches back and forth between the east and the west sides of Buena Vista Street throughout the project. As construction progresses, staff will work with the Police Department, the existing school crossing guard, and the school to make sure that they know the timing and extent of the changes in the crossing.

Caltrans met with school district personnel last month to discuss the construction, and City staff will meet with school officials again in early June. Caltrans has also mailed information to 3,000 residents and businesses around the construction area to inform them of the issues. City staff met with the Boys and Girls Club director last month to discuss the construction. They discussed the need for a shuttle between Washington School and the club beginning next year. Staff will discuss the request with Caltrans and Metro next week.

Caltrans has also developed an elaborate detour plan with detour signage on major routes. The detour is primarily for the closure of San Fernando Boulevard beneath the freeway, but it will be up for the entire project. Caltrans has agreed to modify or relocate the signage should we find that the current plan has some deficiencies. We have made some significant changes to traffic signals at Buena Vista / Glenoaks, Glenoaks/ Magnolia and San Fernando/Scott to better control traffic at these locations. We also have operational video cameras at Buena Vista/San Fernando to monitor the traffic operation during construction, and we can change the signal timing as needed to respond to any issues that arise.

Attachments:

Construction Segments (9 sheets excerpted from 394 sheets)

cc. Joy Forbes, Community Development Director  
David Kriske, Deputy City Planner  
Sean Corrigan, City Engineer  
Ricardo Sanchez, Civil Engineering Associate



DATE	COUNTY	ROUTE	POST MILES	SHEET	TOTAL SHEETS
07	LA	5	26.4/31.6	1721	1931

REGISTERED CIVIL ENGINEER  
**W. J. HANCKSON**  
 DATE: 8-2-12  
 PROJECT: 07-04-12  
 SHEET: RR-1C-006

PLANS APPROVAL DATE: 8-2-12  
 REGISTERED CIVIL ENGINEER: W. J. HANCKSON  
 PROJECT: 07-04-12  
 SHEET: RR-1C-006

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CITY OF BURBANK  
 PUBLIC WORKS DEPARTMENT

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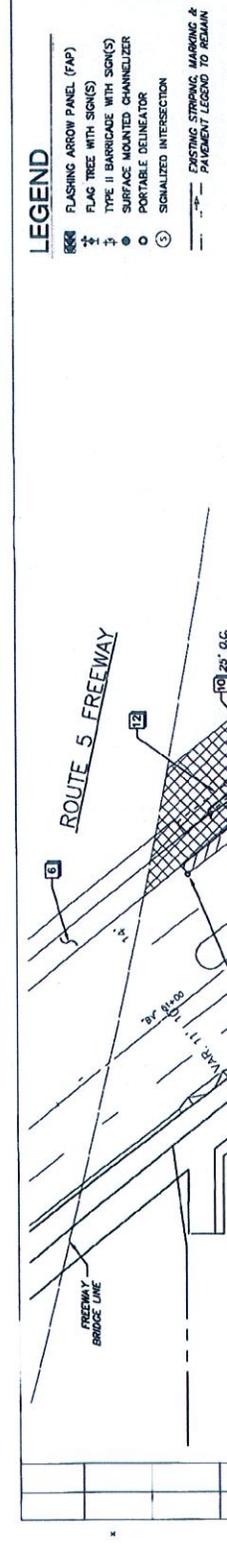
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CONSTRUCTION NOTES - SEGMENT 2 (cont.)  
 11 REMOVE EXISTING RETAINING WALL REFER TO CHIL DETAIL SHEET - RR-1C-007.  
 12 REMOVE EXISTING FENCE. REFER TO CHIL DETAIL SHEET - RR-1C-007.  
 13 REMOVE EXISTING GUARD RAIL REFER TO CHIL DETAIL SHEET - RR-1C-007.  
 14 CUT SLOPE BACK AT 1:1. REFER TO CHIL DETAIL SHEET - RR-1C-007.

TRAFFIC CONTROL PLAN  
 SEGMENT 2  
 BUENA VISTA STREET AT  
 SAN FERNANDO BOULEVARD

PROJECT NUMBER & PHASE  
 0700021111

UNIT 1812

RELATIVE HORIZONTAL SCALE  
 1" = 15' HORIZONTAL

RELATIVE VERTICAL SCALE  
 1" = 15' VERTICAL

DATE PLOTTED: 8/15/12  
 TIME PLOTTED: 8:45:58 AM

- **Segment 2**
- **Construction Summary**  
 Widen roadway and construct sidewalk on northeast corner of the intersection to shift traffic.
- **Pedestrian Impact**  
 Sidewalk on east side north of tracks closed. Pedestrian traffic will use west sidewalk.

DATE	07	COUNTY	LA	ROUTE	5	POST MILES TOTAL PROJECT	29.4/31.6	SHEET NO.	1723	TOTAL SHEETS	1931
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REGISTERED CIVIL ENGINEER  
**W. W. BURBANK**  
 8-3-12  
 DATE

PLANS APPROVAL DATE  
 REGISTERED CIVIL ENGINEER  
**MARILYN G. BURBANK**  
 8/20/13  
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**CITY OF BURBANK**  
 PUBLIC WORKS DEPARTMENT

PROJECT NO. RR-TC-008  
 SHEET 357 OF 394

TRAFFIC CONTROL PLAN  
 SEGMENT 3  
 BUENA VISTA STREET AT  
 SAN FERNANDO BOULEVARD

PROJECT NUMBER & PHASE  
 07000211181

UNIT 1812

SCALE 1/8" = 1'

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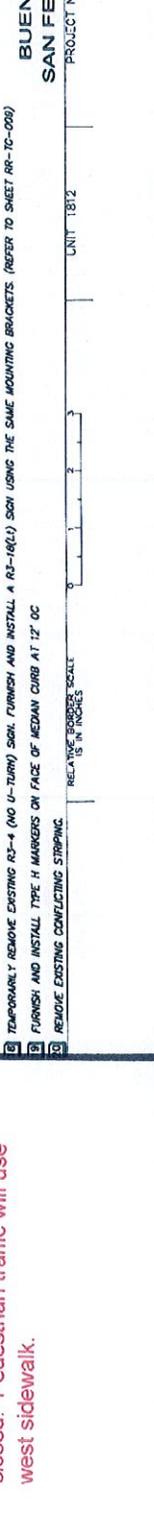
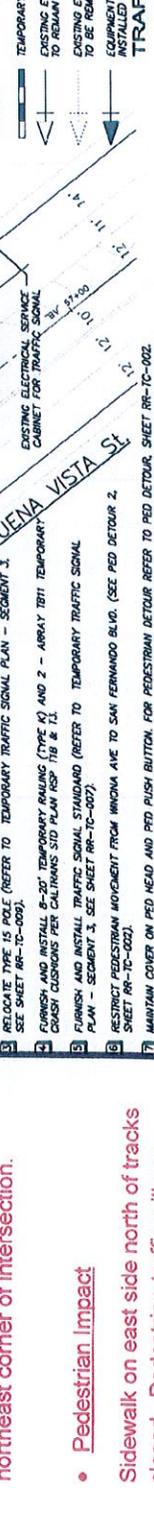
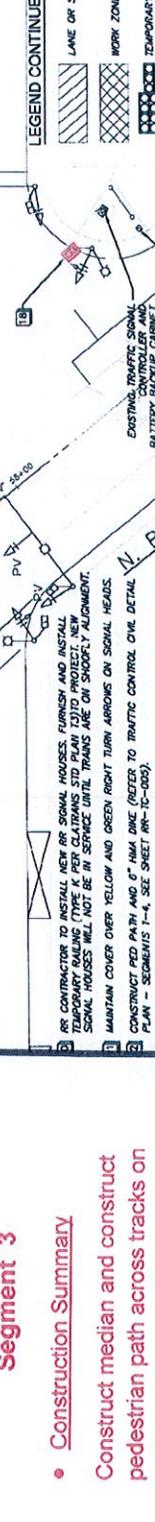
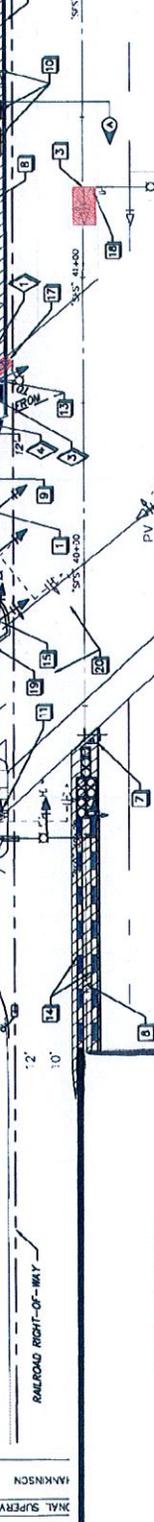
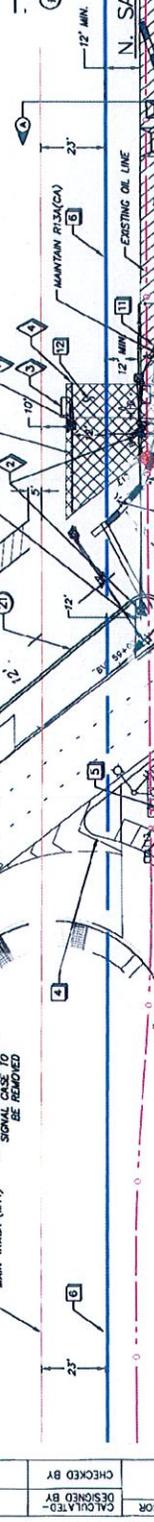
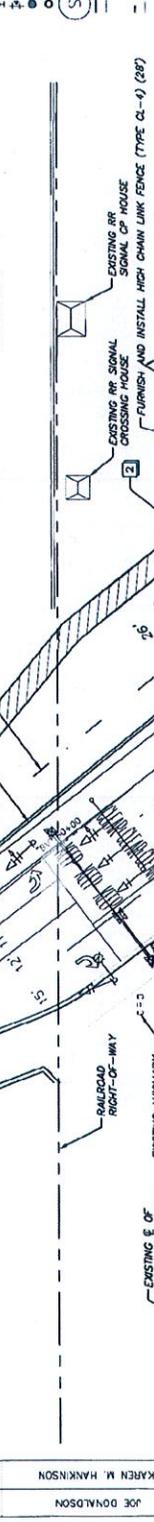
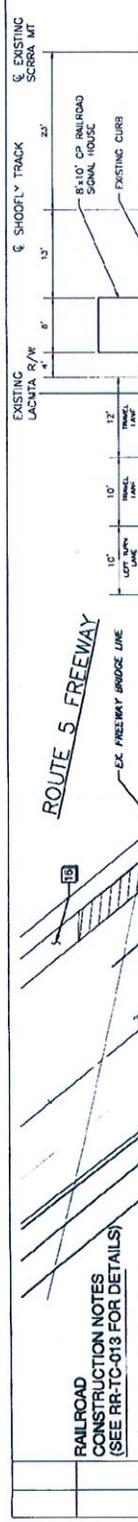
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**RAILROAD CONSTRUCTION NOTES**  
 (SEE RR-TC-013 FOR DETAILS)

- INSTALL CIVIC NO. 9 PED GATE PER SERRA STD. E58309 & E58310
- INSTALL CIVIC NO. 8 PER SERRA STD. E58308 & E58309
- INSTALL DETECTABLE WARNING STRIPS PER SERRA STD. E54018
- INSTALL PER SWING GATE PER SERRA STD. E54018

REVISIONS  
 REVISION NO. DATE REVISION BY

1 JOE DONALDSON  
 2 KAREN M. HANCKINSON

REVISIONS  
 REVISION NO. DATE REVISION BY

DATE PLOTTED	DATE PLOTTED	DATE PLOTTED	DATE PLOTTED
07/12/13	07/12/13	07/12/13	07/12/13
07/12/13	07/12/13	07/12/13	07/12/13
07/12/13	07/12/13	07/12/13	07/12/13

NO. SHEETS	DATE	PROJECT	ROUTE	COUNTY	DIST.
1727	5-5-12	29-4/31.6	5	LA	07
1931					

**REGISTERED CIVIL ENGINEER**  
**EXPIRES 5-5-12**  
**DATE**  
**REGISTERED CIVIL ENGINEER**  
**EXPIRES 5-5-12**  
**DATE**

**PLANS APPROVAL DATE**  
**REGISTERED CIVIL ENGINEER**  
**EXPIRES 5-5-12**  
**DATE**

**RAILROADS**  
**1 ADA PARKWAY, SUITE 200**  
**378 E. ARROW HIGHWAY**  
**SAN DIMAS, CA 91773**

**CITY OF BURBANK**  
**PUBLIC WORKS DEPARTMENT**

**WORK SHEET NO.**  
**RR-TC-012**

**PLAN NO.**  
**RR-TC-012**

**TRAFFIC CONTROL PLAN**  
**SEGMENT 4 (1 OF 2)**  
**BUENA VISTA STREET AT**  
**SAN FERNANDO BOULEVARD**  
**PROJECT NUMBER & PHASE**  
**07000211191**

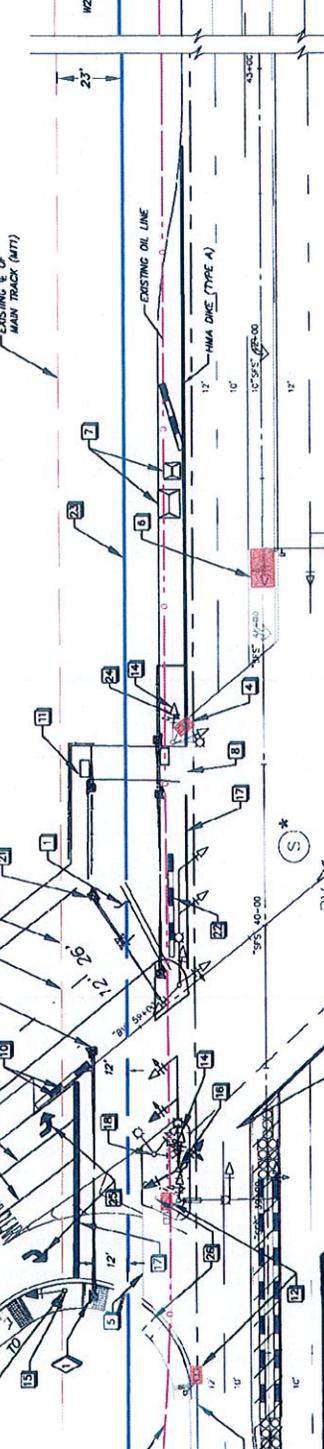
**UNIT 1812**  
**RELATIVE BORDER SCALE**  
**IS IN INCHES**

**LEGEND**

- FLASHING ARROW PANEL (FAP)
- FLAG TREE WITH SIGN(S)
- TYPE II BARRICADE WITH SIGN(S)
- SURFACE MOUNTED CHANNELIZER
- PORTABLE DELINEATOR
- TEMPORARY RAILING (TYPE K)
- SIGNALIZED INTERSECTION
- EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO REMAIN
- EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO BE REMOVED
- STRIPING, MARKING & PAVEMENT LEGEND
- CALTRANS STRIPING DETAIL NUMBER
- EXISTING EQUIPMENT TO REMAIN
- EXISTING EQUIPMENT TO BE REMOVED
- EQUIPMENT TO BE INSTALLED
- EXISTING  $\phi$  OF MAIN TRACK (MT)

**RAILROAD CONSTRUCTION NOTES**

- INSTALL CPUC No. 9, PER CROSSING DETAIL PLAN RR-TC-014



**Matchline A-A - See Sheet TC-013**

\* FOR THIS SEGMENT 4, THERE WILL BE NO TRAIN, VEHICLE OR PEDESTRIAN TRAFFIC ON BUENA VISTA BETWEEN WINONA AVENUE AND SAN FERNANDO BLVD

**Matchline B-B - See Sheet TC-013**

- COVER ON RED HEAD AND RED PUSH BUTTON FOR PEDESTRIAN DETOUR REFER TO SHEET RR-TC-002
- EXISTING SIGNAL HOUSE TO BE TAKEN OUT OF SERVICE AND REMOVED BY RAILROAD SIGNAL CONTRACTOR
- MAINTAIN COVER OVER YELLOW AND GREEN RIGHT TURN ARROWS ON SIGNAL HEADS
- FURNISH AND INSTALL 1-A POLE AND RIG-6 (L) SIGN (REFER TO RR-TC-008 AND RR-TC-010)
- FURNISH AND INSTALL TRAFFIC SIGNAL POLE WITH MASTARM ON FOUNDATION INSTALLED PER THIS SEGMENT (REFER TO RR-TC-003, RR-TC-016, AND RR-TC-017)
- INSTALL 24" WHITE LIMIT LINE
- REMOVE EXISTING PED RAMPS
- REMOVE EXISTING TRAFFIC POLES (REFER TO RR-TC-015, RR-TC-016, AND RR-TC-017)
- REMOVE AND SALVAGE EXISTING PRESIGNAL TRAFFIC POLES (REFER TO RR-TC-015, RR-TC-016, AND RR-TC-017)
- REMOVE AND SALVAGE CPUC No. 9
- REMOVE AND SALVAGE CPUC No. 9a
- MOVE TRAIN SERVICE TO SHOULDER AT THE END OF THIS SEGMENT. NOT USED THIS SHEET.
- COVER EXISTING RUM(CA). INSTALL TRAFFIC CONTROL FOR 2012 CALIFORNIA MUTED TA-34(CA).
- INSTALL TYPE IV PAVEMENT ARROW
- REMOVE EXISTING PED RAMPS

**Segment 4**

- Construction Summary**
- Construct Shoo Fly track and remove mainline track (55 hour weekend closure of all traffic)

- Pedestrian Impact**
- Pedestrian access between Winona Ave. and San Fernando Blvd. closed.

DATE PLOTTED	DATE	PROJECT NO.	SHEET NO.
05-21-12	05-15-12	29.4/21.6	1733/1931

REGISTERED CIVIL ENGINEER  
 DATE 05-21-12  
 5-LANE APPROVAL DATE  
 THIS DRAWING SHALL NOT BE USED FOR CONSTRUCTION UNLESS IT IS ACCOMPANIED BY THE SIGNATURE AND SEAL OF THE REGISTERED CIVIL ENGINEER.

RAILROADS  
 1 ADA PARKWAY SUIT 202  
 IRVINE, CA 92618

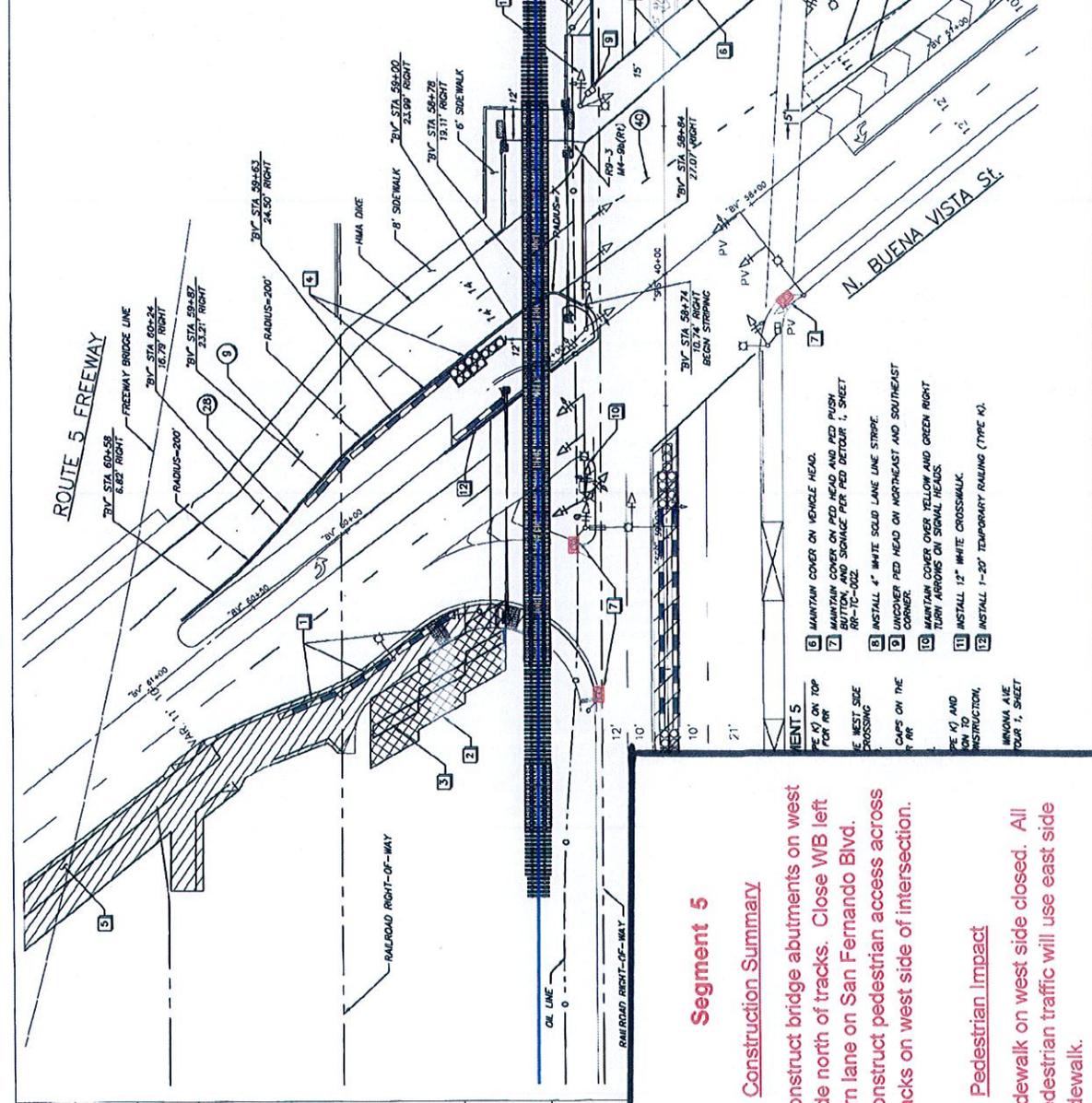
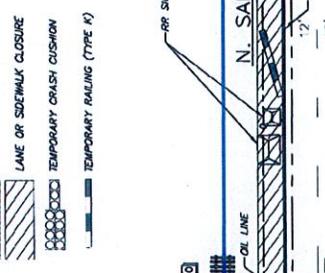
CITY OF BURBANK  
 PUBLIC WORKS DEPARTMENT

WORK SHEET NO.	RD SHEET NO.	SHEET
RR-1C-018	367 OF 394	367

**LEGEND**

FLASHER ARROW PANEL (FAP)	EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO REMAIN
FLAG TREE WITH SIGN(S)	EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO BE REMOVED
TYPE II BARRICADE WITH SIGN(S)	STRIPING, MARKING & PAVEMENT LEGEND
SURFACE MOUNTED CHANNELIZER	WORK ZONE
PORTABLE DELIMITER	LANE OR SIDEWALK CLOSURE
SIGNALIZED INTERSECTION	TEMPORARY CRASH CUSHION
	TEMPORARY RAILING (TYPE K)

Underground Service Alert!  
 Call: TOLL FREE 1-800-227-2600  
 TWO WORKING DAYS BEFORE YOU DIG



- SEGMENT 5**
- 1 MAINTAIN COVER ON VEHICLE HEAD.
  - 2 MAINTAIN COVER ON PED HEAD AND PED PUSH BUTTON, AND SIGNAGE PER PED DETOUR 1, SHEET RR-1C-006.
  - 3 INSTALL 4" WHITE SOLID LANE LINE STRIPE.
  - 4 UNCOVER PED HEAD ON NORTHEAST AND SOUTHWEST CORNER.
  - 5 MAINTAIN COVER OVER YELLOW AND GREEN RIGHT TURN ARROWS ON SIGNAL HEADS.
  - 6 INSTALL 12" WHITE CROSSWALK.
  - 7 INSTALL 1'-20" TEMPORARY RAILING (TYPE K).

TRAFFIC CONTROL PLAN  
 SEGMENT 5  
 BUENA VISTA STREET AT  
 SAN FERNANDO BOULEVARD  
 PROJECT NUMBER & PHASE 0700021119

SCALE: VERTICAL DIMENSIONS SCALE 1/8" = 1' HORIZONTAL DIMENSIONS SCALE 1/8" = 1'

- Segment 5**
- **Construction Summary**  
 Construct bridge abutments on west side north of tracks. Close WB left turn lane on San Fernando Blvd. Construct pedestrian access across tracks on west side of intersection.
  - **Pedestrian Impact**  
 Sidewalk on west side closed. All pedestrian traffic will use east side sidewalk.

DESIGNED BY	DATE REVISION
JOE DONALDSON	KAREN M. HANKINSON

CHECKED BY	DATE REVISION
NCSN	KAREN M. HANKINSON

DATE 07 COUNTY LA ROUTE 5 POST MILES TOTAL PROJECT SHEET TOTAL SHEETS 1740 1931

REGISTERED CIVIL ENGINEER  
 5-21-12  
 DATE  
 29.4/21.6

PLANS APPROVAL DATE  
 5-21-12  
 DATE

THE STATE OF CALIFORNIA  
 DEPARTMENT OF TRANSPORTATION  
 DIVISION OF HIGHWAYS

RAILPHOS  
 278 E JARVIS HIGHWAY  
 SAN ANTONIO, TX 78204

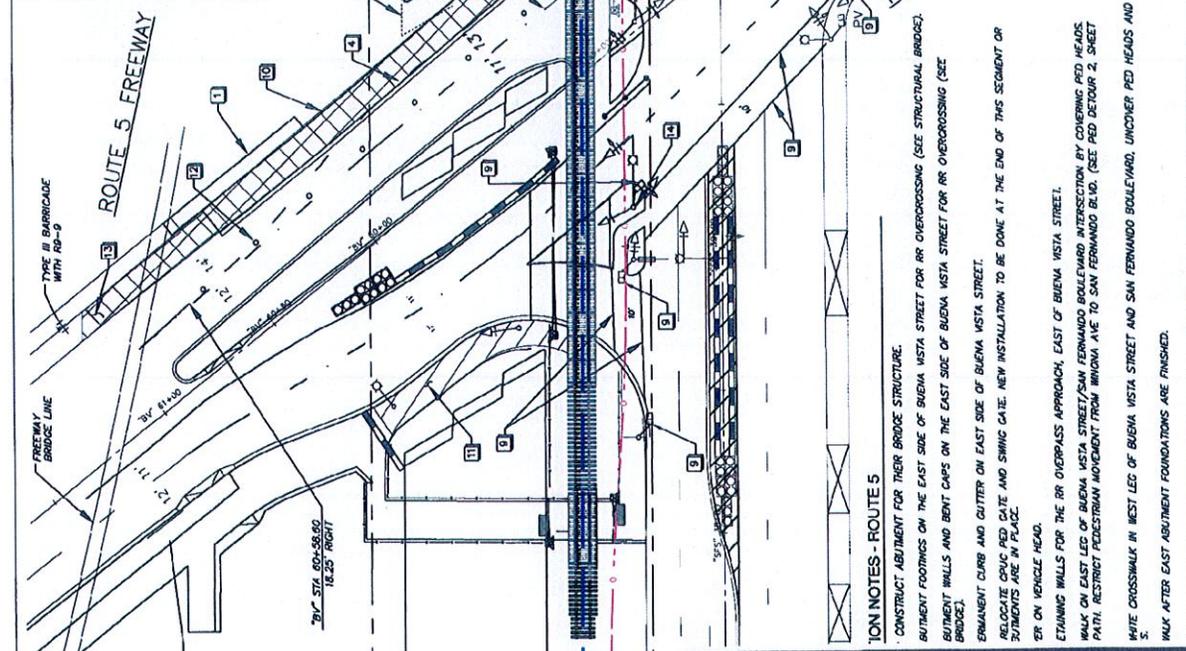
SR9A  
 SAN ANTONIO HIGHWAY  
 SAN ANTONIO, TX 78204

CITY OF BURBANK  
 PUBLIC WORKS DEPARTMENT

WORK ORDER NO. 88-0000000000  
 PLAN NO. RR-TC-025  
 SHEET 374 OF 394

**CONSTRUCTION NOTES - ROUTE 5**

- 11 PEDESTRIANS RESTRICTED IN THE AREA SHOWN.
- 12 FORCE NON-PARALLEL NO. 2 LANE TO TURN RIGHT AT SAN FERNANDO BLVD. TO MAINTAIN WORK ZONE FOR CURB AND GUTTER INSTALLATION. LANE TO REMAIN OPEN DURING NON-CONSTRUCTION HOURS. ESTIMATED TIMELINE FOR THIS CLOSURE 3 DAYS.
- 13 RESTRICT PEDESTRIAN MOVEMENT FROM WINNOMIA AVE TO SAN FERNANDO BLVD. (SEE PED DETOUR #2 SHEET 2 OF 19) ON SIGNAL HEADS.
- 14 MAINTAIN COVER OVER YELLOW AND GREEN RIGHT TURN ARROWS ON SIGNAL HEADS.
- 15 INSTALL FENCE AND HMA DIKE (TYPE A)
- 16 INSTALL DETECTABLE WARNING STRIPS PER SORRA STR. E54016.



**LEGEND**

- FLASHING ARROW PANEL (FAP)
- FLAG TREE WITH SIGN(S)
- TYPE II BARRICADE WITH SIGN(S)
- SURFACE MOUNTED CHANNELIZER
- PORTABLE DELINEATOR
- SIGNALIZED INTERSECTION
- EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO REMAIN
- EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO BE REMOVED
- STRIPING, MARKING & PAVEMENT LEGEND
- CALTRANS STRIPING DETAIL NUMBER
- EXISTING EQUIPMENT TO REMAIN
- EXISTING EQUIPMENT TO BE REMOVED
- EQUIPMENT TO BE INSTALLED
- LANE OR SIDEWALK CLOSURE
- WORK ZONE
- TEMPORARY RAILING (TYPE A)

**ION NOTES - ROUTE 5**

- CONSTRUCT ABUTMENT FOR THEIR BRIDGE STRUCTURE.
- BUTMENT FOOTINGS ON THE EAST SIDE OF BUENA VISTA STREET FOR RR OVERCROSSING (SEE STRUCTURAL BRIDGE).
- BUTMENT WALLS AND BENT CAPS ON THE EAST SIDE OF BUENA VISTA STREET FOR RR OVERCROSSING (SEE BRIDGE).
- EMANANT CURB AND GUTTER ON EAST SIDE OF BUENA VISTA STREET.
- RELOCATE CURB, PAVEMENT AND SIGNING. NEW INSTALLATION TO BE DONE AT THE END OF THIS SEGMENT OR FURTHER EAST IN PHASE.
- ER ON VEHICLE HEAD.
- STAINING WALLS FOR THE RR OVERPASS APPROACH, EAST OF BUENA VISTA STREET.
- WALK ON EAST LEG OF BUENA VISTA STREET/SAN FERNANDO BOULEVARD INTERSECTION, BY COVERING PED HEADS PATH. RESTRICT PEDESTRIAN MOVEMENT FROM WINNOMIA AVE TO SAN FERNANDO BLVD. (SEE PED DETOUR 2, SHEET 3).
- WHITE CROSSWALK IN WEST LEG OF BUENA VISTA STREET AND SAN FERNANDO BOULEVARD, UNCOVER PED HEADS AND WALK AFTER EAST ABUTMENT FOUNDATIONS ARE FINISHED.

RELAYING CONTRACT NO. 1812  
 15' IN INCHES  
 PROJECT NUMBER 18119  
 0700002119

**Segment 9**

- **Construction Summary**  
 Construct bridge abutments on east side and median north of tracks.  
 Construct curb & gutter on east side.
- **Pedestrian Impact**  
 Sidewalk on east side closed. All pedestrian traffic will use new west side access path across tracks and west side sidewalk.

DESIGNED BY JOE DONALDSON  
 CHECKED BY KAREN M. HANKINSON  
 REVISIONS

CITY OF BURBANK  
 PUBLIC WORKS DEPARTMENT

WORK ORDER NO. 88-0000000000  
 PLAN NO. RR-TC-025  
 SHEET 374 OF 394

TRAFFIC CONTROL PLAN  
 SEGMENT 9  
 BUENA VISTA STREET AT  
 SAN FERNANDO BOULEVARD

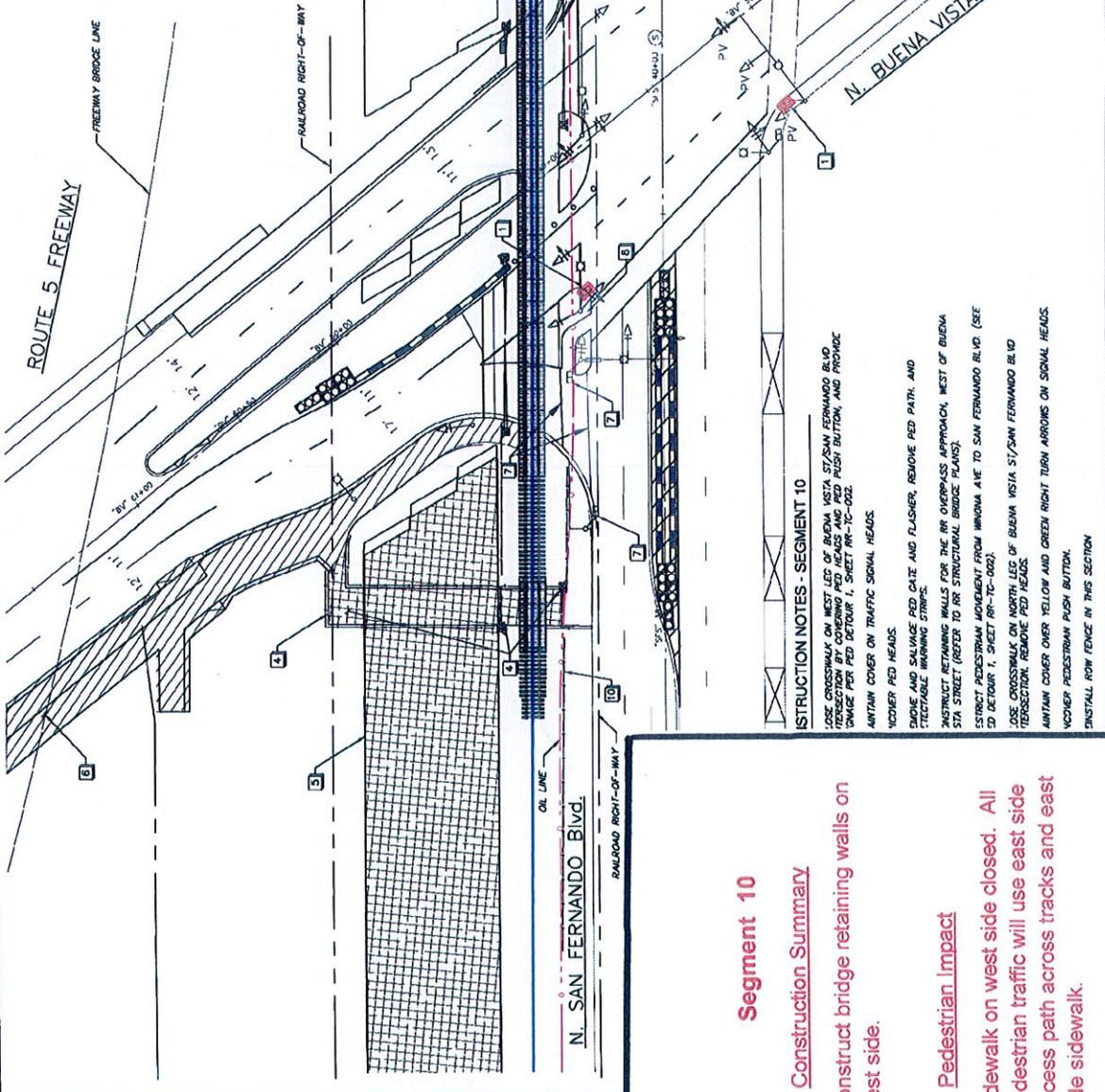
DATE PLOTTED 03/07/12  
 TIME PLOTTED 9:11:13 AM  
 SHEET 374 OF 394

DATE	07	COUNTY	LA	ROUTE	5	POSTAL PROJECT NO.	28-4/31.6	SHEET NO.	1741	PROJECT	1931
REGISTERED CIVIL ENGINEER											
PLANS APPROVAL DATE	6-5-12 DATE REGISTERED CIVIL ENGINEER										
REGISTERED CIVIL ENGINEER	KAREN M. JANKINSON 279 E. ARROW HIGHWAY SAN DIMAS, CA 91773										
REGISTERED CIVIL ENGINEER	KALIPROS 1 ADA PARKWAY, SUITE 202 RIVE, CA 92818										

CITY OF BURBANK  
PUBLIC WORKS DEPARTMENT

NO. ORDER NO.	NO. SHEET NO.	SHEET	375 OF 394
PLAN NO.	RR-TC-028	DATE PLOTTED	11/17/12
PROJECT NUMBER & PHASE	TRAFFIC CONTROL PLAN SEGMENT 10 BUENA VISTA STREET AT SAN FERNANDO BOULEVARD		

- LEGEND**
- FLASHING ARROW PANEL (FAP)
  - TYPE II BARRICADE WITH SIGN(S)
  - SURFACE MOUNTED CHANNELIZER
  - PORTABLE DELINEATOR
  - SIGNALIZED INTERSECTION
  - EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO REMAIN
  - EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO BE REMOVED
  - STRIPING, MARKING & PAVEMENT LEGEND
  - CALTRANS STRIPING DETAIL NUMBER
  - LANE OR SIDEWALK CLOSURE
  - WORK ZONE
  - TEMPORARY FALING (TYPE K)



**INSTRUCTION NOTES - SEGMENT 10**

- USE CROSSWALK ON WEST LEG OF BUENA VISTA ST./SAN FERNANDO BLVD INTERSECTION BY COVERING RED HEADS AND RED PUSH BUTTON, AND PROVIDE CHANGE PER PED DETOUR 1, SHEET RR-TC-002.
- MAINTAIN COVER ON TRAFFIC SIGNAL HEADS.
- REMOVE RED HEADS.
- REMOVE AND SALVAGE RED DATE AND FLASHER, REMOVE RED PATH, AND RECTANGULAR WARNING STRIPS.
- INSTRUCT RETAINING WALLS FOR THE RR OVERPASS APPROACH, WEST OF BUENA VISTA STREET (REFER TO RR STRUCTURAL BRIDGE PLANS).
- RESTRICT PEDESTRIAN MOVEMENT FROM WINONA AVE TO SAN FERNANDO BLVD (SEE CD DETOUR 1, SHEET RR-TC-002).
- USE CROSSWALK ON WEST LEG OF BUENA VISTA ST./SAN FERNANDO BLVD INTERSECTION, REMOVE RED HEADS.
- MAINTAIN COVER OVER YELLOW AND GREEN RIGHT TURN ARROWS ON SIGNAL HEADS.
- REMOVE PEDESTRIAN PUSH BUTTON.
- INSTALL ROW FENCE IN THIS SECTION.

- Segment 10 Construction Summary**
- Construct bridge retaining walls on west side.
  - Pedestrian Impact Sidewalk on west side closed. All pedestrian traffic will use east side access path across tracks and east side sidewalk.

DESIGNED BY	LOC DONALDSON
CHECKED BY	KAREN M. JANKINSON
DATE REVISED	

UNIT 1812  
RELATIVE BRIDGE SCALE  
15' = 1" INCHES



DIST	COUNTY	ROUTE	POST MILES TO PROJECT	SHEET TOTAL
07	LA	5	29.4/31.6	1744/1931

REGISTERED CIVIL ENGINEER  
 DATE 6-5-12  
 PLANS APPROVAL DATE  
 THE STATE OF CALIFORNIA HAS REVIEWED THESE PLANS AND HAS FOUND THEM TO BE IN ACCORDANCE WITH THE REQUIREMENTS OF THE PUBLIC WORKS ACT OF 1987.

RAULPHROS  
 1 ADA PARKWAY, SUITE 200  
 IRVINE, CA 92618  
 279 C. ARROW HIGHWAY  
 SAN DIMAS, CA 91773

CITY OF BURBANK  
 PUBLIC WORKS DEPARTMENT

DATE PLOTTED: 6/15/12  
 PLAN NO. RR-TC-029  
 SHEET 378 OF 354

PROJECT NUMBER & PHASE  
 UNIT 1812  
 0700021191

TRAFFIC CONTROL PLAN  
 SEGMENT 13  
 BUENA VISTA STREET AT  
 SAN FERNANDO BOULEVARD

- LEGEND**
- FLASHING ARROW PANEL (FAP)
  - FLAG TREE WITH SIGN(S)
  - TYPE II BARRICADE WITH SIGN(S)
  - SURFACE MOUNTED CHANNELIZER
  - PORTABLE DELINEATOR
  - SIGNALIZED INTERSECTION
  - EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO REMAIN
  - EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO BE REMOVED
  - EXISTING STRIPING, MARKING & PAVEMENT LEGEND TO BE INSTALLED
  - STRIPING, MARKING & PAVEMENT LEGEND
  - CALTRANS STRIPING DETAIL NUMBER



ROUTE 5 FREEWAY  
 FREEWAY BRIDGE LINE  
 RAILROAD RIGHT-OF-WAY/RETAINING WALL  
 E OF BRIGHTON SONG  
 E OF MANUANE TRACK  
 OIL LINE  
 RAILROAD RIGHT-OF-WAY

N. SAN FERNANDO Blvd.

N. BUENA VISTA ST.

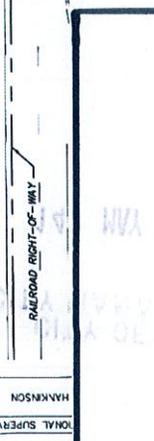
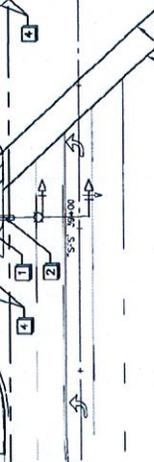
NOTES - SEGMENT 13

\*NOTE:  
 SPLIT PHASING RESTRICTION FOR NORTHBOUND AND SOUTHBOUND BUENA VISTA TRAFFIC TO BE REMOVED WITH RESTRIPING OF SOUTHBOUND BUENA VISTA ST (REFER TO SIGNING AND STRIPING PLANS, RR-SS-001) AND RED PUSH BUTTON.

REFER TO CIVIL PLANS, SHEETS RR-CG-001 TO RR-CG-009.  
 L PIPE IS TRAFFIC SIGNAL POLE (REFER TO FINAL TRAFFIC SIGNAL SHEET RR-TS-001).  
 (REFER TO SIGNING AND STRIPING PLANS, RR-SS-001).  
 L PED HEAD (REFER TO FINAL TRAFFIC SIGNAL MODIFICATION PLAN, RR-TM-001).  
 NO BUENA VISTA ST (REFER TO SIGNING AND STRIPING PLANS, RR-SS-001) AND RED PUSH BUTTON.

CONSTRUCTION SUMMARY  
 INSTALL permanent roadway markings and crosswalks

PEDESTRIAN IMPACT  
 Sidewalk on both sides of intersection open to pedestrians.



CHECKED BY	DATE REVISION
HANKINSON	
CHECKED BY	DATE REVISION
KAREN M. HANKINSON	
DESIGNED BY	DATE REVISION
JOE DONALDSON	
CALCULATED BY	DATE REVISION

APPROVED: \_\_\_\_\_  
 PUBLIC WORKS DIRECTOR

REVISIONS:  
 REVISION NO. DATE BY

DATE PLOTTED: 6/15/12  
 PLAN NO. RR-TC-029  
 SHEET 378 OF 354





SACHI A. HAMAI  
EXECUTIVE OFFICER

# COUNTY OF LOS ANGELES BOARD OF SUPERVISORS

KENNETH HAHN HALL OF ADMINISTRATION  
500 WEST TEMPLE STREET, ROOM 383  
LOS ANGELES, CALIFORNIA 90012  
(213) 974-1411 • FAX (213) 620-0636

MEMBERS OF THE BOARD

GLORIA MOLINA

MARK RIDLEY-THOMAS

ZEV YAROSLAVSKY

DON KNABE

MICHAEL D. ANTONOVICH

May 5, 2014

The Honorable Edmund G. Brown, Jr.  
Governor of California  
State Capitol  
Sacramento, CA 95814

Dear Governor Brown:

In the last decade, Southern California has lost more than \$3,000,000,000 in entertainment production wages, and total employment in the entertainment industry has dropped from 152,525 to 136,380. Feature filming has dropped 50% from its peak in 1996. In 1997, every big-budget film but one was filmed at least partially in Los Angeles County; but in 2013, only two movies with production budgets bigger than \$100,000,000 were even partially filmed here in the historic home of the entertainment industry.

According to the Wall Street Journal, since 1996, the number of feature-film and documentary film production days in Los Angeles has dropped by roughly 65% while the number of movies shot in Georgia and other states has steadily increased. Georgia, Massachusetts, Louisiana, New York and North Carolina are all successfully poaching production away from California by offering generous incentives. Georgia offers a 20% tax credit that has led to a 300% increase in its share of top-grossing movies. The tax incentive program in Massachusetts propelled it from 18<sup>th</sup> place in film-production to 11<sup>th</sup> place in only five years. Louisiana's tax incentive program added 6,145 jobs in film-production between 2010 and 2012 and quadrupled that state's share of top-grossing movies. Meanwhile, in the last 10 years roughly 16,000 Californians have left the entertainment industry altogether, suggesting a dearth of opportunity in our state's signature industry. While this change may be due to multiple factors, the contrast between California's statistics and those of competing states is startling and serves as a reminder that prompt action is required.

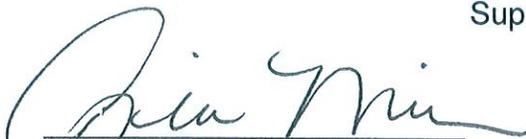
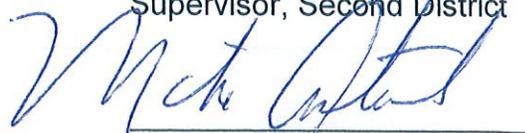
Accordingly, we are asking that State government support and provide tax incentives and other reforms to make California competitive with other states which are successfully luring film and television production away. Los Angeles County is proud of its Hollywood heritage. We have taken steps locally to strengthen our hometown industry such as adopting the State's model film ordinance and best practices and approving major studio expansions for Disney and Universal Studios. We have also streamlined the application process for film permits, made it easier for studios to film on County property and partnered with the Motion Picture Association of America on anti-piracy efforts. We stand ready to work with you on a statewide basis to further protect and encourage the production of motion pictures here at home.

Thank you for your attention to this urgent request.

Sincerely,



DON KNABE  
Chairman of the Board  
Supervisor, Fourth District

  
GLORIA MOLINA  
Supervisor, First District  
MARK RIDLEY-THOMAS  
Supervisor, Second District  
ZEV YAROSLAVSKY  
Supervisor, Third District  
MICHAEL D. ANTONOVICH  
Supervisor, Fifth District

SAH:ct

c: Each Mayor, Los Angeles County  
Each City Manager, Los Angeles County

08032514\_10\_5-sig\_ltr\_Entertainment\_050514

14 MAY 13 6:52 AM  
CITY MANAGER  
OFFICE OF THE CITY MANAGER





**CITY OF BURBANK  
CITY MANAGER'S OFFICE**

**DATE:** May 16, 2014

**TO:** Honorable Mayor and City Council

**FROM:** Mark Scott, City Manager *MS*

**SUBJECT: League of California Cities' summary of Governor Jerry Brown's  
FY 2014-15 May Revise**

---

On May 13, 2014 the League prepared the following summary of Governor Jerry Brown's FY 2014-15 May Revise budget proposal. The document describes the impact of the budget proposal on local issues.

**Governor Unveils FY 2014-15 May Revise**  
*Minor, But Positive, Adjustments for Programs of City Interest*

Gov. Jerry Brown took to the podium earlier today to release his much anticipated FY 2014-15 May Revise budget proposal. Despite the improved fiscal picture, Governor Brown called on the Legislature to “*follow a policy of restraint going forward.*” Among the highlights for cities is a modest boost in funds for front-line law enforcement funding to \$40 million, a proposal to begin to repay pre-2004 owed local government mandates, additional augmentations to drought relief programs and some modest changes to the Governor’s Infrastructure Finance District proposal.

The state’s financial picture has continued on an upward trend with billions in additional revenues generated by the passage of Proposition 30 in 2012 as well as an uptick in capital gains tax receipts. The State Controller estimates that state revenue receipts have exceeded the Governor’s January revenue budget estimates by \$2.17 billion, which has considerably improved the state’s fiscal outlook for FY 2014-15.

In response to calls for increased spending on various state programs, the Governor once again stressed legislative fiscal restraint in order to avoid the boom-and-bust budget cycles that plagued the state for decades. “*First, you have a desire, then someone tells you how to turn that desire into a need, and then after a while the need gets turned into a right, then the right gets turned into a law, then sometimes the law turns into a lawsuit,*” said the Governor.

He stressed that the government needs to manage the needs of competing interests going forward and find creative ways to satisfy these needs with the money available. He said that revenues must be conserved since other legal funding obligations, such as those under Proposition 98 and pension liabilities, may take precedent.

While state revenues have increased, so have ongoing expenditures. More than 1 million additional people (total of four million) are expected to sign up for California’s expansion of Medi-Cal under the federal Affordable Care Act. This is projected to cost an additional \$1.2 billion per year than estimated in January. Increased costs for state pension obligations based on recent changes in CalPERS estimates of longer life expectancy will result in an addition \$1 billion in ongoing state costs phased in over three years. The state will also face increased costs for contributing to a new plan the Governor announced today to address deficits in teacher retirement funds.

Such discipline may not be welcomed by the Legislature, however, which has been moving budget proposals to restore funds to existing programs, or enact new programs such as universal preschool. While the Governor has ultimate veto power over such spending enhancements, the May Revise budget proposal is now in the hands of the Legislature. The budget must be reviewed and finalized before it is sent package back to the Governor to meet the June 15 Constitutional deadline.

### **A Revised Rainy Day Fund**

Over the last decade there have been several attempts to create a state reserve fund to better prepare the state for fiscal downturns. Voters approved Prop. 58 in 2004 to require the state to adopt a balanced budget and to direct 3 percent of annual revenues into a Rainy Day Fund, but dire budget conditions and various loopholes revealed that Prop. 58 had little effect. To address this, under former Speaker John A. Pérez (D-Los Angeles) Assembly Democrats, released a Rainy Day Fund proposal building an \$8 billion reserve by FY 2016-17 late last year. However, support for the overall plan quickly plateaued after the Governor released his own proposal in January.

Acknowledging the need for a sustainable rainy day fund, Gov. Jerry Brown called a special legislative session in early April to explore and create a new proposal. On May 8, the Governor, along with legislative leaders from both houses, unveiled a bipartisan rainy day fund agreement. This new plan is expected to replace the current rainy day fund constitutional amendment, ACA 4, currently on the November 2014 statewide ballot.

The new proposal, as outlined in the May Revise would:

- Allocate 1.5 percent of annual GF to the Rainy Day Fund.
- Increase deposits when capital gains revenues rise to more than 8 percent of GF tax revenues, an increase from the Governor's January proposal of 6.5 percent. Create a Prop. 98 reserve, where spikes in funding would be saved for future years, smoothing out school spending (without impacting the guaranteed level of funding under Prop 98 and not begin to operate until the existing obligations to schools are repaid).
- Double the maximum size of the reserve from 5 to 10 percent of revenues.
- Require half of each year's deposits for the next 15 years to be used for supplemental payments to the Wall of Debt other long-term liabilities. After that time, at least half of each year's deposit would be saved, with the remainder used for supplemental debt payments or savings.
- Allow transfers to be suspended and withdrawals to be made from the Rainy Day Fund when needed during recessions within prescribed limits.
- Require in the Constitution that the state provide a multiyear budget forecast to help better manage the state's long term finances.

As with previous "rainy day" efforts, this latest one will need to be carefully monitored as to its effectiveness in establishing a true and reliable state reserve fund that would help avoid some of the "boom and bust" turmoil experienced in the past.

### **Infrastructure Finance Districts (IFD)**

The May Revise includes several changes to the January budget proposal to revise existing Infrastructure Finance District (IFD) Law. Under the updated proposal, current IFD law would remain available to all cities and counties, and the Governor's IFD proposal would now become Enhanced Infrastructure Financing Districts (Enhanced IFD) Law. The Governor's goal is to make Enhanced IFD's more useable than the current IFD law, including lowering the existing statutory two-thirds voter approval requirement to create a district to 55 percent. In brief, the Governor's proposal would:

- Expand the types of projects that Enhanced IFDs can fund.
- Allow cities and counties to create new Enhanced IFDs and to issue related debt, subject to 55 percent voter approval.
- Allow Enhanced IFD projects to overlap with former Redevelopment Agency (RDA) project areas.
- Maintain current IFD prohibition on the diversion of property tax revenues from K-14 schools and requires entities seeking Enhanced IFD creation to garner approval of the city that would be contributing revenue to the Enhanced IFD.

However, in order to enjoy these Enhanced IFD powers, the Governor's proposal comes with several caveats relating to redevelopment dissolution. These requirements include:

- Demonstrating that a city has remitted all of the unencumbered cash assets of its former RDA to the affected taxing entity — also known as a Receipt of a Finding of Completion from the Department of Finance;
- Compliance with all State Controller's Office RDA audit findings; and
- Conclusion of any outstanding legal issues between the successor agency, the city that created the RDA and the state.

In addition, the May Revise would:

- Allow funds received by cities and counties from the Vehicle License Fee Swap to be securitized to fund Enhanced IFDs. *(The League will be seeking more information on this concept.)*
- Clarify that entities participating in an Enhanced IFD can seek voter approval to levy new fees or assessments to support projects identified in an Enhanced IFD project plan.
- Make affordable housing projects eligible for Enhanced IFD funding.

- Require that any low- or moderate-income housing that is removed as part of an Enhanced IFD be replaced (as is already required by current IFD law).
- Require long-term affordability covenants for affordable housing created or replaced as part of an Enhance IFD project plan: 55 years for rental units and 45 years for owner-occupied units.

## **Transportation**

The Governor does not propose significant changes to his original January transportation budget proposal.

The January budget proposal included an appropriation of \$850 million from Cap-and-Trade revenues, \$600 million of which would go to transportation.

The \$600 million is broken down as follows:

- \$100 million to local governments to support implementation of sustainable communities strategies required by SB 375 (Chapter 728, Statutes of 2008). The grant program will be coordinated by the Strategic Growth Council, and disadvantaged communities and projects that reduce greenhouse gas (GHG) emissions will be prioritized.
- \$200 million for low carbon transportation programs. This money will support the Governor's goal to deploy 1.5 million zero-emissions vehicles by 2025 (mainly through rebates) and for supporting research and development.
- \$250 million for the construction of the initial segment of High-Speed Rail (HSR) in the Central Valley.
- \$50 million for a competitive grant program for existing rail operators for capital improvements to integrate rail systems and provide connectivity to the HSR system.

For additional details on Cap-and-Trade funding, please see Environmental Quality.

In addition to the Cap-and-Trade revenues, the budget proposal included \$351 million in GF loan repayments, including \$100 million to cities and counties for preservation of local streets and roads that will be allocated using existing highway user tax formulas. The May Revise includes additional contract resources to advance 22 highway projects associated with this funding.

## **Environmental Quality**

The May Revise reduces the proposed budget allocation of Prop. 39 funds by \$10.5 million for a total allocation of \$352.5 million for energy efficiency projects to K-12 and community colleges.

The \$352.5 million is broken down as follows:

- \$307 million and \$37.5 million to K-12 and community college districts, respectively, for energy efficiency project grants.
- \$5 million to the California Conservation Corps for continued technical assistance to K-12 school districts.
- \$3 million to the Workforce Investment Board for continued implementation of the job-training program.

The May Revise does not alter the January budget proposal to include an appropriation of \$850 million from Cap-and-Trade revenues, \$250 million of which would go to energy efficiency and clean energy, natural resources, and waste diversion.

Allocations of particular note within the \$250 million are as follows:

- \$80 million for energy efficiency upgrades/weatherization and renewable energy projects in low-income dwellings within disadvantaged communities.
- \$20 million for the Department of Water Resources for water and infrastructure efficiency projects that also result in energy savings. This proposal will provide additional funding for grants that support water use efficiency projects, such as leak loss detection and repair projects that have a demonstrated ability to reduce GHG emissions. The proposal also supports efficiency upgrades at two State Water Project facilities, Thermalito and Hyatt, which will result in more efficient generation of clean power and improved system reliability.

- \$30 million for the Department of Fish and Wildlife to implement projects that provide carbon sequestration benefits, including restoration of wetlands (including those in the Delta), coastal watersheds and mountain meadows.
- \$50 million for the Department of Forestry and Fire Protection to support urban forests in disadvantaged communities and forest health restoration and reforestation projects that reduce wildfire risk and increase carbon sequestration.
- \$30 million for the Department of Resources, Recycling, and Recovery to provide financial incentives for capital investments that expand waste management infrastructure, with a priority in disadvantaged communities. Investment in new or expanded clean composting and anaerobic digestion facilities is necessary to divert more materials from landfills, a significant source of methane emissions.

For additional details on Cap-and-Trade funding, please see Transportation.

## **Emergency Drought Response**

Building upon the work of the interagency Drought Taskforce and urgency legislation passed in February, which allocated \$687 million in drought relief, the May Revise includes the following one time allocations to further assist with the worsening drought:

- Department of Forestry and Fire Protection: An increase of \$53.8 million General Fund and \$12.2 million other funds to expand firefighter surge capacity, retain seasonal firefighters beyond the budgeted fire season, provide additional defensible space inspectors, and enhance air attack capabilities to suppress wildfires. Of these additional resources, \$10 million is available to support local grants for fire prevention projects or public education efforts that benefit owners of habitable structures in state responsibility areas.
- Department of Water Resources: An increase of \$18.1 million General Fund to comprehensively assess current surface and groundwater conditions, expedite water transfers, provide technical guidance to local water agencies, and provide additional public outreach through the Save Our Water campaign.
- Department of Social Services: An increase of \$5 million General Fund to provide food assistance for communities most impacted by the drought.
- Office of Emergency Services: An increase of \$4.4 million General Fund for the State Operations Center to continue to provide local communities with technical guidance and disaster recovery support related to the drought.
- Department of General Services: An increase of \$5.4 million special funds to implement water efficiency and conservation measures in state-owned facilities.
- State Water Resources Control Board: An increase of \$4.3 million General Fund to continue enforcement of drought-related water rights and water curtailment actions.

## **Groundwater Management**

The May Revise builds upon the Water Action Plan and actions proposed in the Governor's January budget, which proposed to allocate \$618.7 million. The significant changes are as follows:

- Sustainable Groundwater Management Program: An increase of \$2.5 million General Fund in FY2014-15 and \$5 million annually for four additional years to support local groundwater management efforts, including:
  - Planning and Oversight: Assess the status of groundwater basins; develop groundwater basin sustainability metrics; track development and implementation of groundwater monitoring programs by local agencies; and review and assess groundwater plans developed by local agencies.
  - Local and Regional Technical Assistance: Offer technical assistance, including guidance and tools for local and regional agencies related to: collecting and reporting local groundwater data, preparing and updating groundwater management plans, assessing the status of local groundwater basins, establishing appropriate and effective groundwater governance, preparing local groundwater basin water budgets to determine sustainable yield, and forming governance structures for managing groundwater basins.

## Public Safety

Front-Line Public Safety Funding for Cities: Proposes to increase the original \$27.5 million in local public safety grants for cities by \$12.5 million to a total of \$40 million.

Prop. 172 Allocations of Sales and Use Tax — Law Enforcement: Gross tax receipts for the Law Enforcement Account have seen and \$18 million increase in the current year, and a \$10.6 million increase in FY 2014-15 (The California Police Chiefs estimate that 7 percent of this amount, or \$742,000, will go to cities, based on the Prop. 172 (1993) formula that created the account)

## Trial Court Funding

After several years of severe budget cuts and tension with the Administration, the May Revise includes an augmentation of \$86.3 million for trial court workload obligations. The Administration plans a similar 5 percent increase in FY 2015-16. This will cover staff costs related to security requirements triggered by new trial court construction.

In addition, the proposal outlines a two-year strategy to stabilize court funding

- \$42.8 million for trial court employee benefit costs (this factors in a reduction in pension cost expenditures by an estimated amount spent by trial courts on employee contributions).
- Trial Courts will have three years to meet the standard for equal sharing of pension costs with employees imposed by the Public Employees' Pension Reform Act (PEPRA).
- \$30.9 million in General Fund monies to backfill anticipated losses in trial court revenues from fees. This arises from a projected shortfall in two types of fee revenue:
  1. Court-specific fees charged for a service (ex: photocopies) — this will not be backfilled by state as it is not part of the allocation from the Trial Court Trust Fund
  2. Fees comprising a significant part of base trial court funding — these funds will be backfilled.
- \$2.1 million General Fund and \$152,000 from other funds to address increased rent costs for the California Supreme Court, Courts of Appeal, and the Administrative Office of the Courts.

## California Department of Corrections

The federal three-judge panel overseeing the prison system has granted the state a two-year extension to meet the population cap of 137.5 percent of design capacity. Feb. 28, 2016 is the new deadline. This extension provides the state more time to:

- Reduce the prison population without endangering public safety.
- Invest in rehabilitation services in ways that will reduce recidivism (mental health services, job training, housing assistance).

Recidivism Reduction: The May Revise provides an additional \$9 million for a total of \$49 million for the development of re-entry centers, which will improve placement of inmates as they return to the community. The focus of these efforts will be inmates who are six to 12 months from their release date and provide case management services, mental health services, employment services, and assistance securing ID cards, housing, and enrollment in Medi-Cal/CalWORKS.

Funding Increase for County Probation: County Probation Departments will receive \$11.3 augmentation to help manage increase in Post Release Community Supervision population portion of their caseloads. This is due to the increase in the rate at which non-violent, non-serious second-strike offenders in prison can accumulate good time credits. The May Revise increases this rate from 20 percent to 33.3 percent of an inmate's sentence. Another factor in this increase is the removal of the Division of Parole from the Post Release Community Supervision equation. Initially inmates were released under parole supervision, and at some point transferred to counties. The May Revise anticipates all supervision to occur under County Probation.

Community Correctional Facilities (CCF):\_There is an estimated \$107 million remaining from monies allocated to Corrections under last year's SB 105 (Realignment follow-up legislation). This is due to inmates not being transferred to the CCFs as quickly as anticipated.

## **Employment Relations**

The May Revise makes no changes to the January budget proposal to consolidate all public works and prevailing wage enforcement activities within a single unit within the Department of Industrial Relations. This would be funded by a new registration fee on contractors who choose to work on public works projects. The program would total \$11.4 million with 83 positions, an increase of 20 positions over prior enforcement levels.

## **State Pensions**

The May Revise included several provisions that reflect the state's increasing costs of its pension obligations, including the recent increases in life expectancy assumptions of state retirees. Due to increased life expectancy, \$1 billion will be phased in over a three year period. Estimated costs for FY 2014-15 will be \$430 million (\$254 million General Fund).

In related actions, there are several examples where the state is seeking to leverage increased contributions by employees, including for teacher and trial courts employee costs.

- CalSTRS: Proposal includes participation and shared responsibility from all stakeholders: state, school districts, and teachers. The state will fully phase in its contribution increase over three years going from 3 percent in FY 2013-14 to 6.3 percent in FY 2016-17. Within three years, teachers will have a contribution increase from 8 percent to 10.25 percent of pay. Over a seven year phase-in, schools districts will increase their contributions from 8.25 percent to 19.1 percent of payroll. This proposal is expected to eliminate the unfunded liability in 30 years.
- Trial Courts: The Governor's augmentation to trial court funding discusses the increase in retirement, retire healthcare, and health care costs for employees within the trial courts. It is noted that *"trial courts generally have little control over these costs with one exception — the amount each employee pays toward retirement"*. The proposal directs \$42.8 million to help cover part of the employee costs the courts are facing, but commits to increased funding provided there is progress towards the courts meeting the Public Employees' Pension Reform Act (PEPRA) standard of equal sharing of pension costs for all employees.

## **State Mandate Repayment**

The state is required to reimburse local agencies and school districts for new or higher level of service mandates. Currently the state owes \$900 million to local agencies for mandate debt that is supposed to be repaid by FY 2020-21. The May Revise repays \$100 million of the \$900 million owed to local government for pre-2004 mandate reimbursements. Of this 25 percent of this would go to cities and would be appropriated based off the percentage of debt owed. The remaining amount would go to counties (73 percent) and special districts (2 percent). These amounts are allocated with the Administration's expectation that it will be directed toward improving public safety and the implementation of the 2011 Realignment.

## **Community Care Licensing**

The January Budget contained \$7.5 million and 71.5 positions for quality enhancement and program improvement in Community Care Licensing. A specialized complaint hotline will assist in acquiring information and dispatching incoming complaints to regional offices. The May Revise makes no adjustments to this item.





*Always There for You!*

## Burbank Water and Power

### MEMORANDUM

DATE: May 1, 2014

TO: Mark Scott, City Manager

FROM: Ron Davis, General Manager, Burbank Water and Power 

**SUBJECT: FINAL ENVIRONMENTAL COMPLIANCE COORDINATOR  
RECRUITMENT UPDATE**

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#### **PURPOSE**

In response to a request by Council Member Frutos to be kept apprised of the Burbank Water and Power (BWP) Environmental Compliance Coordinator (ECC) recruitment process, regular update memos have been provided to the City Manager. This is the final update memo that names the selected candidate.

#### **BACKGROUND**

Ms. Claudia Fierro was selected as the best qualified candidate. She has an excellent educational background and relevant experience. Ms. Fierro possesses a Bachelor of Science Degree in Electrical Engineering with an emphasis in power engineering. She has worked at the Imperial Irrigation District for the past six years and her primary responsibility has been utility environmental and regulatory compliance, including coordinating all compliance activities for on-site generation.

Forty (40) candidates applied for the ECC position and Ms. Fierro was the only one that had utility experience and the only one with dual electrical and environmental engineering credentials. Her multi-disciplinary expertise is ideally suited to this position and her recruitment represents an outstanding opportunity for the Power Supply Division to gain an ECC with both electrical and environmental engineering experience.

Ms. Fierro accepted the position and began work at BWP on March 31, 2014. This position has long been needed and we are glad to have it filled with such a well-qualified candidate.

c: Betsy Dolan  
Fred Fletcher  
Kathleen Hillesland





# memorandum

**DATE:** May 9, 2014

**TO:** Mark Scott, City Manager

**FROM:** Joy R. Forbes, Community Development Director 

**SUBJECT:** Downtown Burbank Partnership Meeting - May 8, 2014

- Staff announced that Tender Greens, Asian Box, and Portugal Peri Peri Chicken will be opening in the summer of 2014.
- Staff announced that the 2013 Downtown Burbank Annual Report was approved by City Council on May 6<sup>th</sup> and will be distributed to the Downtown Burbank merchants and property owners.
- Staff provided an update on the Downtown Burbank Arts Festival which took place April 19-20<sup>th</sup>. The PBID worked in collaboration with the Recycle Center and Burbank Water and Power to host "Earth Day" on April 19<sup>th</sup>. The Creative Talent Network (CTN) also participated in the event, showcasing 34 booths on a special 'Animation Road Trip' block. Sponsorships for The Arts Festival amounted to \$6,250 for the Partnership which helped offset event expenses.
- Staff presented the new rebranding and marketing campaign for the PBID featuring a new logo, website design, and ad campaign. The new website is more user friendly and provides a section for "on the spot" updates from social media. The new rebranding and marketing campaign was unanimously approved by the Board.
- Staff presented preliminary site renderings and a draft budget for the MUD Paseo upgrades. The proposed renderings include string lights, several potted plants, and repaving of the concrete in the alley. The Board voted to move forward with the proposed plans with a not to exceed budget of \$30,000.
- Staff presented an update on the displaced trash bins in the paseo adjacent to Zamba. Three recycle bins were removed from the paseo and two trash bins temporarily remain. It was determined that expanding a trash enclosure on AMC Property to include the two displaced bins from the Melt and Noah's bagels was the best option. Staff continues to wait for a cost estimate from AMC for the expansion of the trash enclosure and will provide an update at the next meeting.
- Staff provided an update and showed proposed renderings of the upgrades and enhancements that GPI is considering for the Palm Paseo. Staff will provide ongoing updates to the Board as the project progresses.
- The PBID will have a joint meeting with the TBID on May 21, followed by their next meeting scheduled for June 5, 2014.





# memorandum

**DATE:** May 9, 2014

**TO:** Mark Scott, City Manager

**FROM:** Joy R. Forbes, Community Development Director 

**SUBJECT:** **Metro's New Metrolink Burbank Bob Hope Airport Station Community Meeting – MAY 8, 2014**

- The City hosted a community meeting for Metro to present their proposed Metrolink Burbank Bob Hope Airport Station. Approximately 20 residents were in attendance in addition to Vice Mayor Frutos, Transportation Commission Vice Chair Janet Diel, City and Metro staff, and Burbank Airport Authority and their consultants.
- Don Sepulveda, Metro Executive Officer, Regional Rail presented a PowerPoint presentation and conducted Q&A for the new Metrolink Burbank Bob Hope Airport Station which included information regarding: 1) the project purpose, 2) schedule, 3) location, and 4) station design and features.
  - The project is jointly funded by Metro and the Airport with Measure R funds.
  - The purpose of the project is to provide a direct connection for commuters along the Metrolink Antelope Valley Line (AVL) from Lancaster to the Airport. Currently, these commuters have to travel on the Metrolink AVL to Union Station and are required to transfer to a bus to arrive to the Airport.
  - The project should be completed by 2015 and is located at San Fernando Road at Hollywood Way (the footprint of the station will be built in both the City of Los Angeles [Sun Valley] and in Burbank).
  - The station was designed with Burbank in mind and includes station canopy design elements that mimic the look of the stealth bomber, paying homage to Burbank's history with Lockheed.
- Residents did not express trepidation for the project, but inquired about various issues including:
  - The station design elements and amenities, i.e., canopy design, landscaping, bike locker availability, signage, drop off (kiss-and-ride) locations, and restroom availability; pedestrian and transit accessibility to the station (including ADA), connectivity to the Airport; and parking.
- Metro noted that a pedestrian crossing would not be provided allowing access from the north-side of the station, due to safety concerns and noted that the existing pedestrian crossing at the Downtown Burbank Metrolink Station was a design element they would not utilize in the best interest of safety.
- Metro noted that they would be considering adding additional bus service to the new Metrolink Station
- Maintenance issues will still need to be resolved.



# memorandum

**DATE:** May 9, 2014

**TO:** Mark Scott, City Manager

**FROM:** Joy R. Forbes, Community Development Director 

**SUBJECT:** **San Fernando Valley Council of Governments Board Meeting  
– May 8, 2014**

- During announcements, Vice Chair Talamantes reported that the Burbank City Council had their annual reorganization meeting where Mayor Gordon and Vice Mayor Frutos were appointed.
- The Board discussed that the Executive Director's contract (Afriat Consulting) was ending in June and voted to release a Request for Qualifications to engage the services of another firm (since the main lead at Afriat Consulting left to form his own consulting company). Qualifications received will be distributed to the Board Members prior to their next meeting on June 19, 2014 at 11am.
- The Board again had a discussion on voting structure and dues and the need to weight the dues and remove the unanimous voting requirement. They feel the COG continues to remain stagnant with these two issues and they need to come to a resolution. Vice Chair Talamantes stated there are other models to look at which could serve the COG well. They decided to form a subcommittee who will meet in the coming weeks and bring back a proposal for the Board to discuss at their June meeting.
- The Board received a report regarding Access Services.



# memorandum

**DATE:** May 12, 2014  
**TO:** Mark Scott, City Manager  
**FROM:** Joy R. Forbes, Community Development Director   
**SUBJECT:** **Heritage Commission Meeting – May 8, 2014**

Staff discussed the Heritage Commission's idea to designate long-standing Burbank businesses as non-historic resources and suggested two options:

- a. Work with local businesses to encourage them to apply to have their buildings designated as historic resources, or,
- b. Partner with other boards and commissions (such as the Civic Pride Committee) or the Chamber of Commerce to recognize businesses for their long service to the community.

The Commission also discussed the status of the Historic Sign Survey and provided staff with comments on the draft survey and discussed outreach being done for Historic Preservation Month.

All members of the Heritage Commission were present except for Karen Volpei-Gussow. No members of the public attended the meeting. The meeting adjourned at approximately 6:50 PM.

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CITY OF BURBANK



# memorandum

**DATE:** May 15, 2014

**TO:** Mark Scott, City Manager

**FROM:** Joy R. Forbes, Community Development Director 

**SUBJECT:** BURBANK HOSPITALITY ASSOCIATION MEETING – MAY 14, 2014

- Staff presented website and social media analytics for March and April 2014. The Visit Burbank website displayed a 49% increase in new visitors in March and 48% increase in April; reports also show visitors are staying longer on the site. The Visit Burbank Facebook page continues to gain momentum achieving over 2,000 “Likes” as of April. The Visit Burbank Twitter account is also gaining momentum with nearly 300 followers.
- Staff presented statistics on tourism in California obtained from the 6<sup>th</sup> Annual Orange County Tourism Conference. In 2013, travelers spent nearly \$113 billion annually in California. Tourism is one of the top five employment sectors for the state with 931,000 tourism related jobs. In 2014, travel is estimated to increase by 2.6% and spending is expected to increase 5.9%.
- Staff presented three concepts for a signature event in Burbank to increase the leisure travel market. Ideas included a marketing campaign to boost overnight stays in conjunction with existing annual events in Burbank, the creation of a “Stay and Play” weekend where staff would work with a third party to produce a concert at the Starlight Bowl with hotel package tie-ins, and working in collaboration with TRIO Entertainment to promote VIP packages and hotel tie-ins for the three concerts. The Board chose to move forward with the collaboration with TRIO Entertainment as a pilot program to gauge the interest in overnight leisure travel in conjunction with performances at the Starlight Bowl.
- The Board voted to sponsor the 2014 Starlight Bowl at the “Season Sponsor” level worth \$5,000. The sponsorship includes banner ads, on-line marketing, season box seat tickets, and the Visit Burbank logo on all ticket stubs.
- The Board approved another six-month term for the marketing/consulting services contract with Robin Faulk Marketing.
- The agenda item for Board Renewals was tabled for next month since one of the Board Members up for renewal was not present.
- The next meeting is scheduled for June 11, 2014.



CITY OF BURBANK

**PARK, RECREATION AND COMMUNITY SERVICES  
ANNOTATED AGENDA/MEETING SUMMARY**

**Meeting:** Park, Recreation and Community Services Board Meeting    **Date:** May 08, 2014

**Staff Present:** Judie Wilke, PRCS Director; Marisa Garcia, Assistant Director; Gaby Flores, Deputy Director; Johnathan Frank, Administrative Officer; Grace Coronado, Administrative Analyst; Melissa Colasanto, Senior Clerk; Erin Barrows, Recreation Manager; Mike Graceffo, Recreation Coordinator; Carol Silver Mercado, Recreation Supervisor; Jason Dyer, Recreation Coordinator

**Board Members Present:** Terry Hirsh, Jonathan Barta, Mickey Depalo, and Armond Aghakhanian.

**Board Member Absent:** Barry Gussow

**Liaisons Present:** Council Member Talamantes

Item Discussed	Summary	Direction or Action, if any
1 Recognition	The following recognitions took place: <ul style="list-style-type: none"> <li>• Track and Field Coaches</li> <li>• Southern California Municipal Athletic Federation (SCMAF) - Girls Basketball Team - Firehawks</li> <li>• Leadership Burbank Class of 2014</li> <li>• Counselor in Training Program (C.I.T.) Participants</li> </ul>	N/A
2 Oral Communications	Shelly Rizzotti spoke on behalf of the Dog Park and expressed her support in moving forward with the development.	NA
3 Responses to Oral Communications	Chair Hirsh and Board Members Barta, Depalo, and Aghakhanian thanked Ms. Rizzotti for her comments and expressed their support in developing a dog park in Burbank.	N/A
4 Written Communications	None	N/A
5 Announcements	Ms. Flores invited the community to the May 2014 gallery show at the Creative Arts Center which will be held from May 9th through May 29th, and the Memorial Day Ceremony on Monday, May 26th at 11:00 a.m. at the McCambridge Park War Memorial.	N/A

**CITY OF BURBANK**  
**PARK, RECREATION AND COMMUNITY SERVICES**  
**ANNOTATED AGENDA/MEETING SUMMARY**

		<p>Ms. Flores announced the following:</p> <ul style="list-style-type: none"> <li>• 2014 Starlight Bowl Concert Series line-up;</li> <li>• Unveiling of the Burbank Neighborhood Leadership Program (BNLP) Class of 2014's literacy mascot, Dewey the Dragon, on Wednesday, May 21st at 6:30 p.m., and the BNLP Class of 2014 graduation on Saturday, May 31st at 10:00 a.m. at the Council Chambers;</li> <li>• Aquatics Lottery Registration will be held on Saturday, May 10th from 7:00 a.m. to 12:00 p.m. at the Community Services Building and open registration will be from 3:00 to 5:00 p.m.; McCambridge Pool will be open on Saturday, May 24th for recreation swim from 12:00 to 5:00 p.m. and Verdugo Aquatic Facility from 11:00 a.m. to 6:00 p.m.;</li> <li>• Summer Camps begin on June 9th; and</li> <li>• Afterschool Daze open registration starts on Saturday, June 14th at 9:00 a.m.</li> </ul>	
6	Park Board Comments	<p>Board Member Barta commented on the student art display at the Creative Arts Center, and recognized the staff who organized the event.</p>	N/A
7	Feasibility of Developing an Off-Leash Dog Park Update	<p>The Board received an update on the feasibility of developing an off-leash dog park. Ms. Wilke commented that staff is in support of developing a dog park. Subsequently, Ms. Wilke commented on the viability of developing an off-leash dog park and noted that City Council (Council) recommended that the Park Board work with staff and community to discuss potential dog park locations.</p> <p>Ms. Wilke indicated that a viable site has not been identified for the dog park project. Therefore, staff is not comfortable with conducting community outreach until a site is identified</p>	<p>4-0 The Board approved that each Board Member make one site selection for further exploration. As a result, the following three sites were selected:</p> <ul style="list-style-type: none"> <li>• Starlight Bowl Parking Lot,</li> <li>• Whitnall Highway Easement South, and</li> <li>• Johnny Carson Park South.</li> </ul> <p>The Board also recommended that staff schedule a meeting for the Board to visit each</p>

**CITY OF BURBANK  
PARK, RECREATION AND COMMUNITY SERVICES  
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	<p>that meets the established criteria and minimally impacts the community. At the same time, staff is working with the City Manager on how to best move forward with the proposed dog park project. Additionally, staff believes that a portion of the development costs could be offset through grant opportunities, and private and non-profit sponsorships/partnerships. However, it is important to note that funding has not been allocated towards the development or ongoing maintenance needs of the project.</p> <p>Ms. Wilke proceeded by sharing potential dog sites and the pros and cons of the respective locations. The following 12 locations of potential dog parks sites were shared with the Board: Brace Canyon Park, Bel Aire Park, Johnny Carson Park North, Johnny Carson Park South, Whitnall Hwy Easement South, Whitnall High Easement North, Palm Park, Starlight Bowl Parking Lot, Wood Lot Area, Cabrini Basin, Interstate 5 – Right of Way, and Lundigan Park. Lastly, Ms. Wilke discussed various dogs parks in close proximity to city boundaries.</p> <p>Ms. Wilke also noted that an email address for set up for the public to email staff regarding the dog park – <a href="mailto:Burbankdogpark.gov">Burbankdogpark.gov</a></p> <p>Feasibility of Developing an Off-Leash Dog Park Update Oral Communication:</p> <ul style="list-style-type: none"> <li>• Anthony Brawer indicated that not all dog parks have restroom facilities and expressed his support of this project.</li> </ul>	<p>of the three aforementioned sites.</p> <p>4-0 Board reopened oral communication period to hear input from the community in attendance in regard to this project.</p>
8	<p>City of Burbank Dodger Night Event</p>	<p>4-0 Board approved staff to move forward with the Dodger Night event. The Board recommended that the City Partner with the Burbank Sunrise Kiwanis Club to purchase the</p>

CITY OF BURBANK  
**PARK, RECREATION AND COMMUNITY SERVICES**  
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		changes made by the Dodgers for the 2014 season is the group ticket process. Subsequently, this would affect the City with ticket sales.	minimum of 500 tickets totaling approximately \$8,000.
9	Proposed Fiscal Year 2013-2014 Budget	Ms. Wilke provided the Board with an overview of the Department's proposed budget for Fiscal Year 2014-2015 Budget.	Note and file.
10	Consent Calendar	<p><u>Approval of Minutes</u> Minutes of the April 21, 2014 meeting were approved.</p> <p><u>City Council Agenda Items Update</u> Noted and filed.</p> <p><u>Contract Compliance</u> Noted and filed.</p> <p><u>Park Patrol Report</u> Noted and filed.</p> <p><u>Departmental Operations Update</u> Noted and filed.</p>	4-0 Board approved the Consent Calendar.
10	Additional Comments from Board	Board Member Barta expressed his interest in reviewing the Starlight Bowl's mission statement.	Staff will bring back this item at the Board's regularly scheduled meeting on June 12th.
11	Intro of New Agenda Items	None	N/A
12	Adjournment	The meeting adjourned at 9:19 p.m.	N/A

CITY OF BURBANK  
**PARK, RECREATION AND COMMUNITY SERVICES**  
**ANNOTATED AGENDA/MEETING SUMMARY**

**Meeting:** *Burbank Cultural Arts Commission*      **Date:** *5-8-14*

**Members Present:** *Edward Clift, Barbara Beckley, Edward Arno, Cynthia Pease, Mary Elizabeth Michaels, Jan Osborn*

**Absent:** *Brian Miller, Lynda Willner, Peggy Flynn, Barbara Beckley*

**Staff Present:** *Gaby Flores, Kristen Smith, Noah Altman, Vickie Cusumano*

**Liaisons Present:** *Jess Talamantes*

Item Discussed	Summary	Direction or Action, if any
1 Three Dimensional Art Projections	Three Dimensional Art Projection discussion	Chair Clift facilitated a discussion on Three Dimensional Art Projection with the Commission. Three Dimensional Art Projection involves digital mapping with the use of a projector to display art on the outside/inside of buildings. The Commission was invited to see an example of Three Dimensional Art Projection at Woodbury University on Friday, May 9.
2 Valley Nonprofit Resources Endorsement	Commission member Osborn asked at the April meeting to place this item on the agenda for endorsement from the Commission. The Commission has supported this event through endorsement in the past.	The Commission voted to endorse the upcoming Valley Nonprofit Resources event on September 14, 2014.
3 Commission Meeting Locations in 2014	The Commission previously expressed a desire to hold meetings at a variety of locations.	The May meeting was held at Ovrom Community Center. Staff has compiled a list of confirmed locations for future monthly meetings. The June meeting will be held at the Creative Arts Center.

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4	Art in Public Places Update	Commission members expressed an interest in receiving an update on Art in Public Places projects.	No update at this time. The Commission expressed interest in having a representative from the Bob Hope Airport come and speak at a future meeting on the art that will be featured as part of the airport expansion project.
5	2013/2014 Burbank Cultural Arts Commission Goals Taskforces	<p>The Cultural Arts Commission has established 8 goals to be accomplished over the next year:</p> <p>Goal 1: Colorful Arts Destination Map</p> <p>Goal 2: Paint Electrical Boxes</p> <p>Goal 3: Make Measurable Progress at Starlight Bowl</p> <p>Goal 4: Participate in Burbank On Parade</p> <p>Goal 5: Monthly Representation at Chamber Mixers</p> <p>Goal 6: Clearly Define Mission/Identity</p> <p>Goal 7: Fix Website</p> <p>Goal 8: Collaborate and Support Burbank Arts Organizations/Artists through convening</p> <p>Goal 9: Obtain Funding For Commission Priorities</p>	<p>Goal 1: Colorful Arts Destination Map</p> <p><b>Commission Member Miller was not present at the meeting. Commission Member Michaels explained the arts app would require assistance from Woodbury students.</b></p> <p>Goal 2: Paint Electrical Boxes</p> <p><b>Staff provided an update to the Commission that Burbank Water and Power had responded to questions the subcommittee had about the painting and maintenance of the electrical boxes. Burbank Water and Power has been approached to see if they are interested in partnering with the Commission through sponsorship of this program. The City Attorney will be assisting the subcommittee in creating the legal related documents. The subcommittee will continue to meet to establish guidelines, timeline, process, and budget for the electrical box project.</b></p> <p>Goal 3: Make Measurable Progress at Starlight Bowl</p> <p><b>Staff announced the 2014 Starlight Bowl season</b></p>

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	<p>lineup to the Commission. Marketing materials on the Starlight Bowl was distributed at the meeting. Staff provided an update to the Commission on the theater camp that will be offered for children this summer at the venue.</p> <p>Goal 4: Participate in Burbank On Parade</p> <p>Commission members voted to combine subcommittee goals 4 &amp; 5. The new goal 4 will be named Participation/Community Outreach.</p> <p>Goal 5: Monthly Representation at Chamber Mixers</p> <p>No update given. Commission members voted to combine subcommittee goals 4 &amp; 5.</p> <p>Goal 6: Clearly Define Mission/Identity</p> <p>Chair Cliff also requested all Commission members to set up a twitter account and tweet using the hash tag word #burbankarts before the next meeting.</p> <p>Goal 7: Fix Website</p> <p>Staff has worked with the website company to update banners on home page to reflect current events happening in the community. Staff has been assisting with updates to the Burbankarts.com website and Facebook page. Staff has reached out to registered arts organizations encouraging them to post events or send events to be posted on Burbankarts.com. A meeting is being coordinated</p>
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CITY OF BURBANK  
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<p>with Woodbury Social Media staff to review the website and provide feedback on how to drive additional traffic to burbankarts.com.</p> <p>Goal 8: Collaborate and Align Goals with Arts Organizations</p> <p>Commission Member Osborn provided an update that the subcommittee had met and will be scheduling three arts convening meetings for local arts organizations to attend this year. The next Arts Convening meeting will be held in June and will focus on how to market your organizations through social media. A panel of experts in the social media field is currently being gathered to lead this discussion including Drew Sugars from the Public Information Office.</p> <p>Goal 9: Obtain Funding For Commission Priorities</p> <p>Commission Member Flynn was not present.</p> <p>Councilmember Talamantes commented that this subcommittee tried to coordinate schedules with him to meet in the Fall but was unable to do so.</p> <p>Commission Member Osborn reminded the Commission that she felt it was important to figure out a full year budget for future projects before meeting with City Council members.</p>		
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**CITY OF BURBANK**  
**PARK, RECREATION AND COMMUNITY SERVICES**  
**ANNOTATED AGENDA/MEETING SUMMARY**

		<p>C)Brown Act:  The Board discussed and shared some concerns regarding the Brown Act. Mr. Beardsley expressed that he would like to receive a report regarding the suspension hearings so the Board Members are made aware of situations that arise.  Ms. Garcia informed the Board that they will contact the City Attorney's office regarding this matter and possibly have a report drawn up for the Board regarding hearings and the decisions.</p>	C)/N/A
New Business		<p>A)Violation of Probation Procedure:  Ms. Barrows shared that staff had noticed that there is no violation of probation procedure written anywhere. Staff was requesting to get their suggestions as to how to deal with this if it is to arise. Discussion ensued among the Board members.  Ms. Tabet suggested creating a sub-committee to create rules for probation violations.  Committee volunteers are: Mr. Beardsley, Ms. Sartoris and Ms. Tabet.   Suspension Hearing Sub-Committee Selection:  Ms. Barrows informed the Board that there is one hearing possibly two coming up, 3 Board members names and 1 alternate were drawn for the up-coming hearings.</p>	A)Motion made by Ms. Tabet and Seconded by Mr. Beardsley to creation a sub-committee to review Probation Violation Rules. Approved 6-0
Additional Agenda Items Staff Report		<p>Mr. Dyer shared information with the Board regarding the first Track and Field meet in San Dimas, total of 22 participants. Burbank won 2- first places and 2-second places and a Third place. He also shared that the volunteer coaches in Track and Field will be recognized at the Park Board on Thursday May 8. Lastly Mr. Dyer shared the Mid- Season classic is set for both Baseball and Softball 7/9 division. Girls will be on May 9, 2014 6:30 at McCambridge #2 and the Boys will be on May 16, 2014 6:30 at Schafer.  Board commended the Staff for a job well done on the new</p>	

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	Track and Field program and is proud to see the numbers increasing with participants.	
Adjournment	Adjournment at 7:05 p.m.	

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**Meeting:** *Youth Board*

**Date:** 5/8/2014

**Board Members:** Sandi Assaf, Skyler Bercini, Dalton Burroughs, Revin Diego, Chris Gradijan, Christina Gradijan, Sean Mayor, Melanie Ohanian, Lauren Ryan, Tyler Roope

**Board Members Absent:** Marianna Deffendini, Danielle Dominguez, Andi Khalaf, Heather Ryan

**Staff Present:** Christine Rumfola, Maritza Cuevas, Judie Wilke

**Board Liaisons:** None

Item Discussed	Summary	Direction or Action, if any
Oral Communications	None	Note and File
Written Communication	Distributed photos and discussed the Boards & Commissions Dinner.	Note and File
1 Teen Recreation Programs	<ul style="list-style-type: none"> <li>• Teen Pool Party May 17– distributed flyers/posters</li> <li>• Teen Pool Party - June 28</li> <li>• Go Skateboarding Day - June 21</li> <li>• Reviewed Scooter Spectacular – April 27</li> </ul>	Note and file
2 Youth Resource Program	Distributed promotional material and discussed the Youth Leadership Program.	Note and file
3 Park, Recreation and Community Services Board Meeting	No report	Note and file
4 Sustainable Burbank Commission	Board Liaisons were unable to attend but reviewed the meeting minutes with the group.	Note and file
5 Youth Task Force	Melanie Ohanian and staff reported that the Youth Task Force hosted small focus groups with teens on April 23 <sup>rd</sup> to get a better idea about current issues facing youth today.	Note and file

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6	Goals & Objectives	<ul style="list-style-type: none"> <li>• Care Walk – Youth Board voted to volunteer at the Care Walk on May 10 from 6:30 – 10:00am</li> <li>• City Council Recognitions on May 13<sup>th</sup>: 40<sup>th</sup> Anniversary &amp; Austin Cook Award Winner – staff discussed the format of the City Council Meeting, and the expectations of the Youth Board.</li> <li>• Fundraising Distribution: Staff reported that Youth Board has fundraised \$364.16 this year. The Youth Board voted to donate the following funds: <ul style="list-style-type: none"> <li>○ \$100 – Relay For Life</li> <li>○ \$100 – Family Service Agency</li> <li>○ \$164 – Pack for Success.</li> </ul> </li> </ul>	<p>Note and file</p> <p>Note and file</p> <p>Secretary Danielle Dominguez will write letters on behalf of Youth Board regarding the donations. Staff will coordinate money exchange.</p>
7	School Reports	School representatives gave reports from their schools.	Note and file
8	June Meeting	The Youth Board voted to go dark in June.	Note and file