

## Weekly Management Report February 20, 2015

1. **Memo** – Los Angeles Department of Water & Power Water Tunnel Project – Public Works Department
2. **Memo** – Los Angeles County Regional Park and Open Space District Grant Award, Replacement of Playground Equipment at Earthwalk Park – Parks and Recreation Department
3. **Synopsis** – San Fernando Valley Service Council Meeting of February 4, 2015 – Community Development Department
4. **Synopsis** – Burbank Hospitality Association Meeting of February 18, 2015 – Community Development Department
5. **Synopsis** – Transportation Commission Meeting of February 9, 2015 – Community Development Department
6. **Synopsis** – Burbank Cultural Arts Commission Meeting of February 12, 2015 – Parks and Recreation Department
7. **Synopsis** – Art in Public Places Meeting of February 11, 2015 – Parks and Recreation Department
8. **Notes** – City Notes, February 20, 2015 – City Manager





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

**DATE:** February 20, 2015  
**TO:** Mark Scott, City Manager  
**FROM:** Bonnie Teaford, Public Works Director *B Teaford*  
By: Sean Corrigan, Chief Assistant Public Works Director/City Engineer  
**SUBJECT:** Los Angeles Department of Water & Power Water Tunnel Project

---

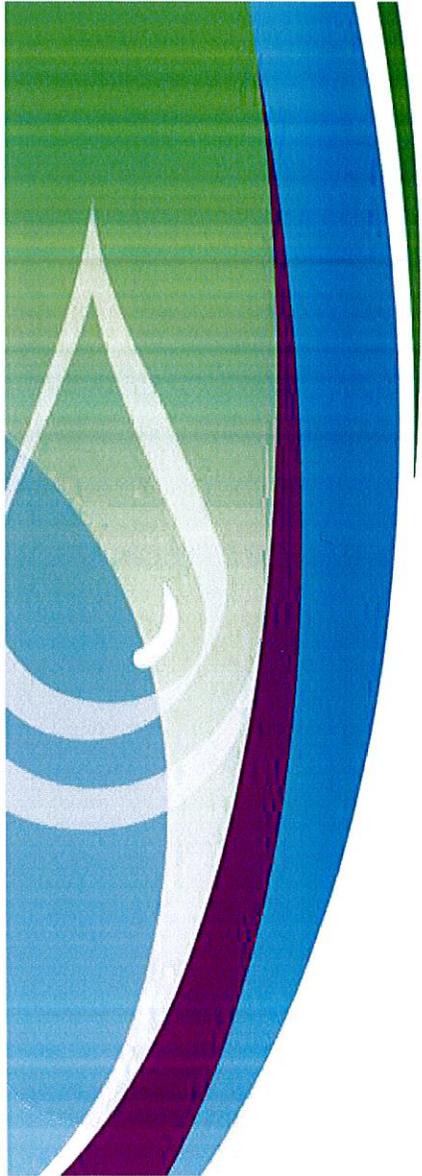
The City of Los Angeles has been developing a project over the last decade to install a new water pipeline from North Hollywood, through Burbank (in the Whitnall Highway utility corridor), and under the river to the new Headworks Reservoir. The new Headworks Reservoir is under construction. The segment in Burbank may begin in 2017. Sean Corrigan attended a community meeting on February 12, 2015, for the North Hollywood segment, which is scheduled to begin in March 2015.

The community meeting focused on the local impacts of the tunnel launching pit which will be constructed at the intersection of Strohm Avenue and Burbank Boulevard in North Hollywood. Approximately 30 people attended, most concerned about the loss of street parking near the popular Sam Christensen Studio. A copy of the presentation by Los Angeles staff is attached. Please note that the page numbering on this version provided by Los Angeles is not consecutive, but all the pertinent information is included.

The pit is scheduled to be in operation between March 2015 and January 2017. The impact to Burbank of this work is primarily shown on pages 31 and 32 of the attachment. Westbound Burbank Boulevard travel lanes will be reduced approaching the Los Angeles boundary to safely transition to the two-lane plan for the North Hollywood tunnel launching pit. Los Angeles plans to construct a parking lot in the Whitnall Corridor to mitigate the parking impacts of the project. This parking lot is shown in red on page 31.

Attachment:  
City of Los Angeles PowerPoint Presentation

cc:  
Joy Forbes, Community Development Department Director  
Ken Johnson, Assistant Public Works Director/Traffic



Los Angeles  Department of Water & Power

# River Supply Conduit Improvement Upper Reach ~ Units 5 & 6 (RSC 5 & 6)

## COMMUNITY MEETING

### February 12, 2015

## Work Area 12 Burbank at Strohm



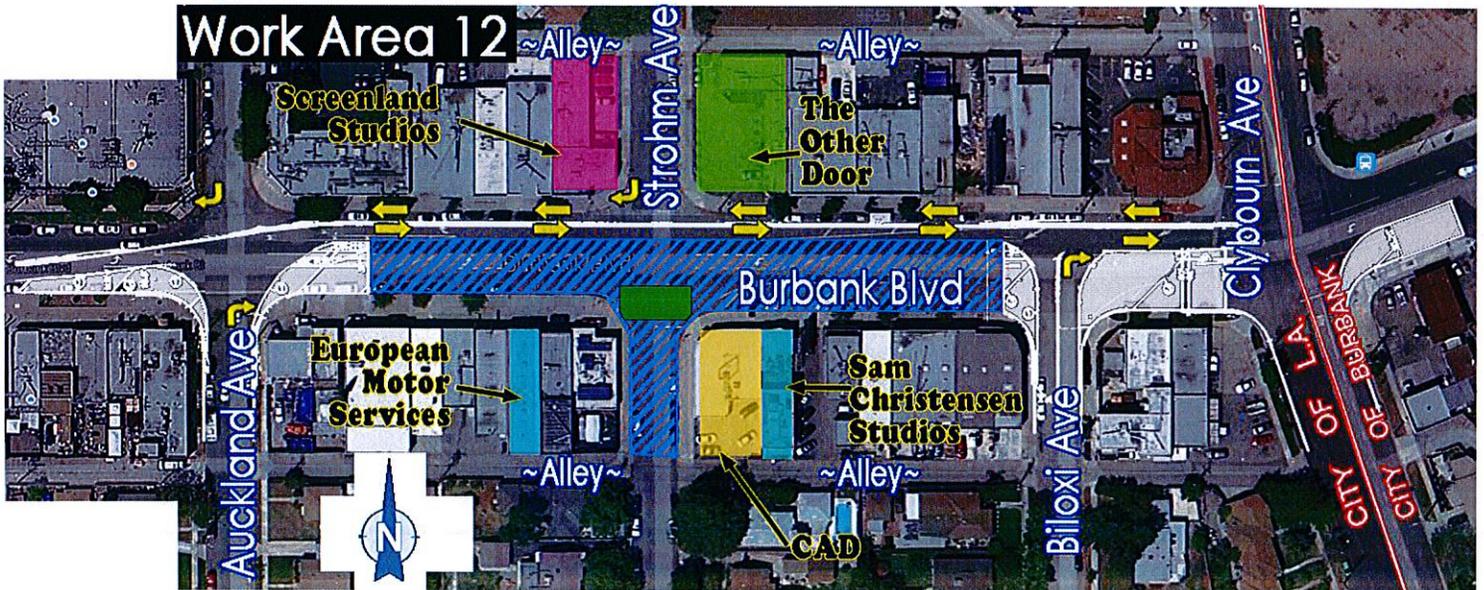
---

Presented by: Johan Torroledo, M.S.,P.E.  
LADWP Project Management



# Purpose of Community Meeting

- Provide overall project description
- Review construction work on Work Area 12.
- Review mitigation measures





## Meeting Agenda

---

1. Presentation
  - Project Team
  - Project Information
  - Community Outreach & Mitigations
  - Construction Updates
    - ✓ Work Area 12
  - Project Schedule
  - Contact Information
2. Q & A
3. Open House: One-on-One with Project Team



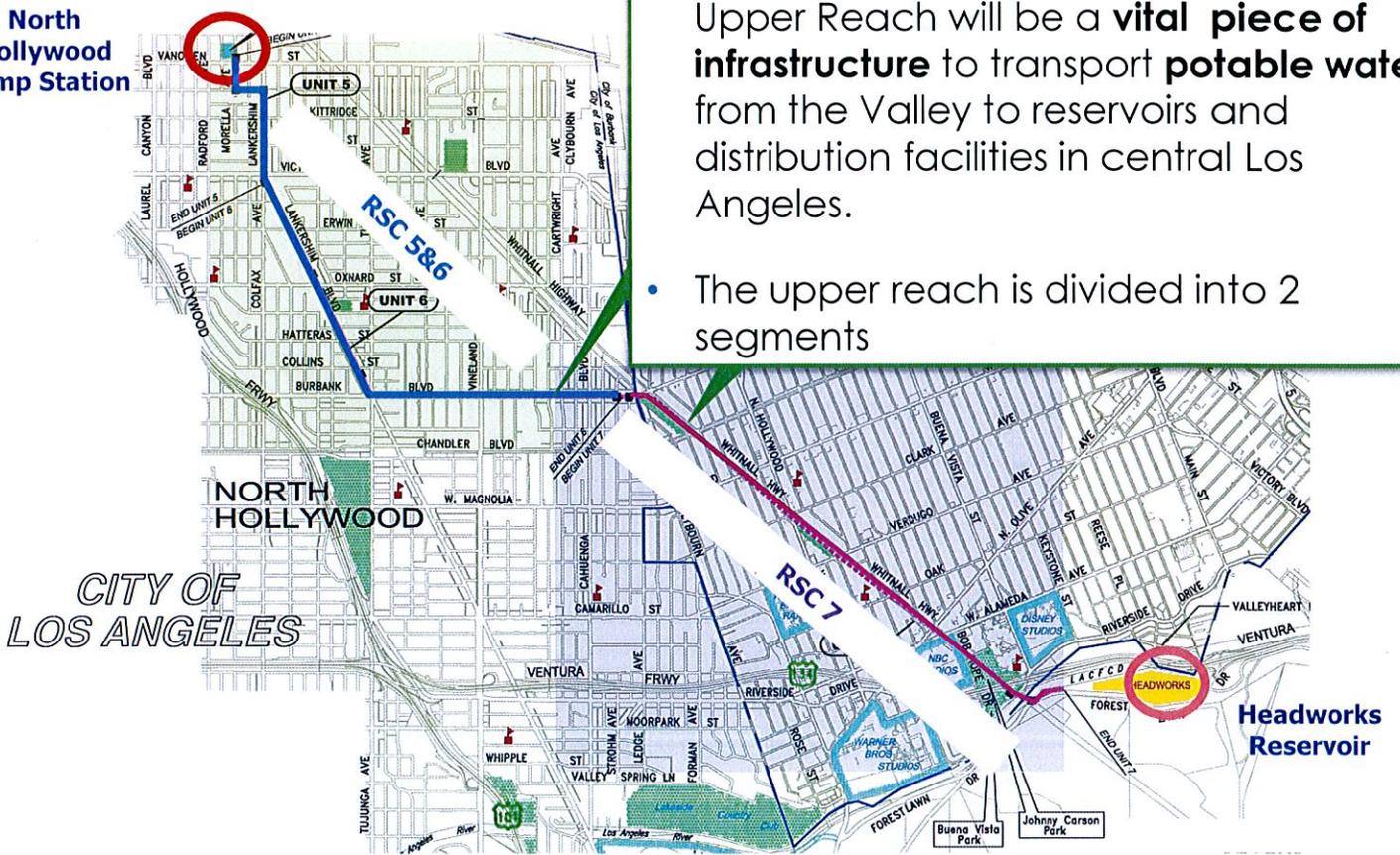
## Project Team

Construction Phase Team	
<b>General Contractor:</b>	W.A. Rasic Construction & SAK Joint Venture
<b>LADWP Project Management Team:</b>	Johan Torroledo, Project Manager (PM)
	Ali Sabouni, Construction Manager
	Fidencio Madero, Assistant PM
	Jonathan Villanueva, Resident Engineer (RE)
	Matthew Venable, Resident Engineer (RE)
<b>LADWP Community Relations Team:</b>	Stephanie Spicer
	David Rahimian
	Greg Bartz
<b>On site Phone Number:</b>	To be provided once a phone line is set on the trailer.
<b>Project Website</b>	Project Team Contact Information Available at • <a href="http://www.ladwp.com/rsc5and6">www.ladwp.com/rsc5and6</a> <b>sign up for updates</b>

# Project Overview

## River Supply Conduit - Upper Reach

North Hollywood Pump Station



- The River Supply Conduit Project - Upper Reach will be a **vital piece of infrastructure** to transport **potable water** from the Valley to reservoirs and distribution facilities in central Los Angeles.
- The upper reach is divided into 2 segments



# Project Overview

## River Supply Conduit - Upper Reach

North Hollywood Pump Station



### RSC 5&6 Project Details

1. **Location:** Primarily along Lankershim Blvd & Burbank Ave
2. **Diameter:** 78 inch diameter potable water pipeline.
3. **Length:** 15,800 feet, or approximately 2.7 miles
4. **Estimated Overall Duration:** 3 Years total
5. **Method Of Construction:**
  - a. Tunneling
  - b. Cut and Cover
6. **Number of Work Areas:** 12 Work Areas (3 sub-work areas)
7. **All Work Areas will not be open at the same time.**



## Project Overview

---

### Why is this project necessary?

This project is required for compliance with federal and state water quality regulations.

1. **Safety:**

- a. Replace **aging infrastructure**
- b. Increased water pressure required to meet California Department of Public Health requirements.

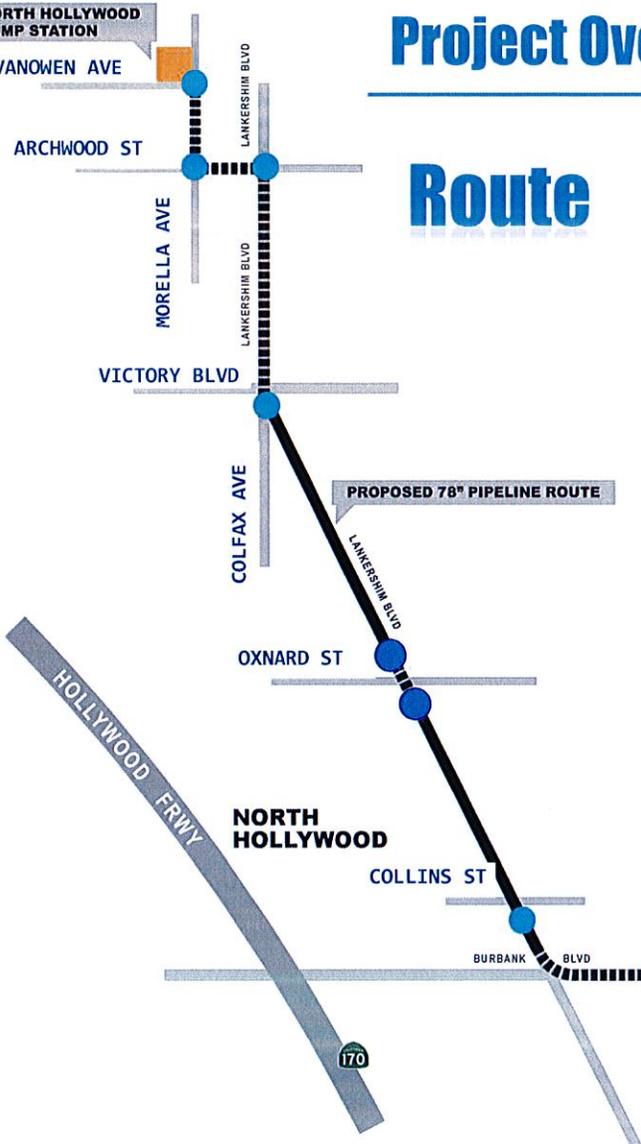
2. **Reliability:**

- a. Provide a more **reliable supply of water** to the central Los Angeles area .
- b. **Increased pipeline capacity:** Drought & Removal of open-air reservoirs which reduce in-city water supply.
- c. Allow **greater operational flexibility** and an **improved water distribution** system for the City of Los Angeles.

# Project Overview

## Route

Method	Length
Cut and Cover	5,411 ft
TBM Tunneling	10,357 ft



### LEGEND

-  PIPELINE ROUTE
-  TUNNELING
-  OPEN TRENCH
-  TUNNELING/ JACKING PIT

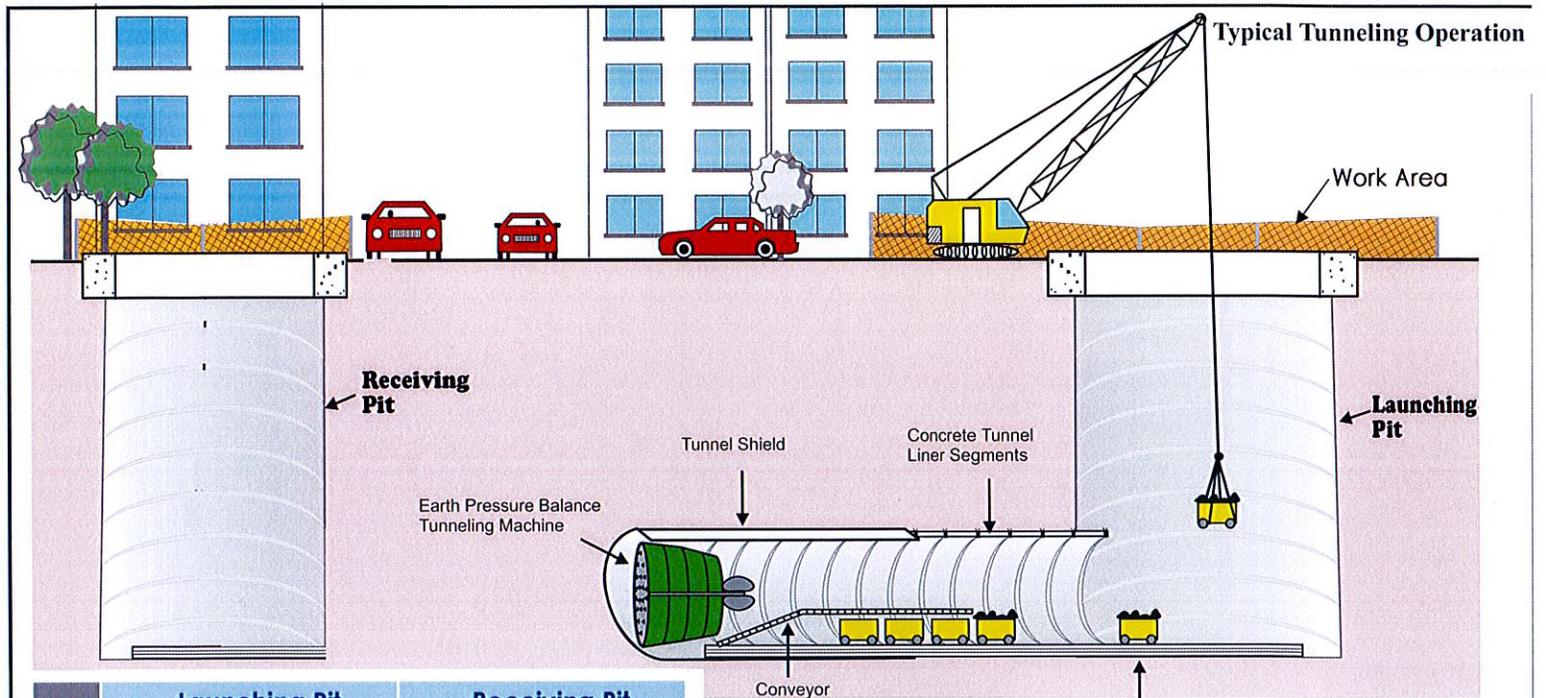
### LEGEND

-  PIPELINE ROUTE
-  TUNNELING
-  OPEN TRENCH
-  TUNNELING/ JACKING PIT

**WA 12**



# Project Overview → Method: Tunneling (TBM)



	Launching Pit	Receiving Pit
Short Tunnels	Vanowen & Morella	Archwood & Morella
	Archwood & Morella	Archwood & Lankershim
	Lankershim North of Oxnard	Lankershim South Of Oxnard

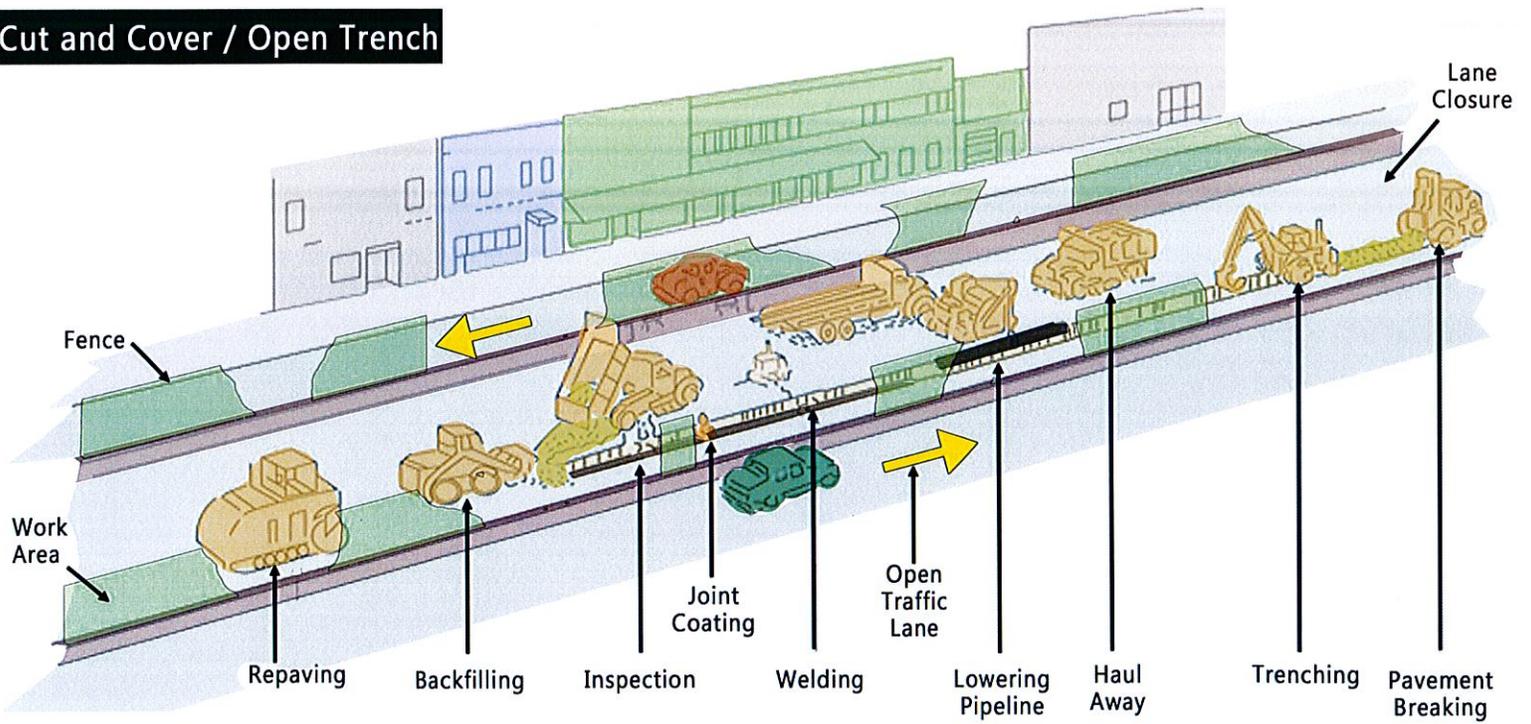


	Launching Pit	Receiving Pit
Long Tunnels	Burbank & Strohm	Lankershim & Collins
	Lankershim & Victory	Lankershim & Archwood



# Project Overview → Method: Cut and Cover

## Cut and Cover / Open Trench



Lankershim & Victory to Lankershim & Collins



# Project Overview

## Community Outreach

Pre-Construction Outreach Activity Phases	Date
• Environmental Documentation Outreach & EIR	2007 -2008
• Preconstruction Phase Outreach	July 2013 - date

A study of the proposed project description, location, alignment, alternatives, and impacts was executed in the EIR process.

- Main community concerns identified via outreach efforts:

Loss of Business    Parking    Access to Homes/Business    Noise & Vibration    Dust

- **Mitigation Measures** → Modifications/efforts implemented to reduce and manage impacts from construction activities
  - Integrated into project design and enforced through contract specifications.



# Community Outreach: Mitigation Measures

Commitment	Mitigation Measures
Promote <b>business</b> visibility and activity	<ol style="list-style-type: none"><li>1. Public notifications and visible signage in each work area indicating that businesses are open during construction.</li></ol>
Maintain <b>access</b> to home and businesses	<ol style="list-style-type: none"><li>1. Driveways will remain accessible to vehicles.</li><li>2. Uninterrupted mail service, emergency vehicle access, and trash pick-up</li><li>3. Reduced space needed in various Work Areas, wherever possible (WA 1, 2, 13), to maintain sidewalk access.</li></ol>



## Community Outreach: Mitigation Measures

Commitment	Mitigation Measures
<p><b>Traffic lanes and parking</b> will be removed temporarily as required by LADOT for safety reasons.</p>	<ol style="list-style-type: none"><li data-bbox="565 814 1526 913">1. Traffic control plans pre-approved by LADOT to manage traffic impact.</li><li data-bbox="565 966 1526 1123">2. Traffic warning signs in areas surrounding all work sites, to inform motorist of the construction zone ahead.</li><li data-bbox="565 1176 1526 1270">3. Flaggers at several Work Areas where road closure is required.</li></ol>



## Community Outreach: Mitigation Measures

Commitment	Mitigation Measures
<b>Dust Management</b>	<ol style="list-style-type: none"><li>1. Use of water trucks, street sweepers, and manual broom each day at active work areas</li><li>2. No idling of construction vehicles/equipment for long durations.</li><li>3. Compliance with all rules and regulations<ul style="list-style-type: none"><li>• South Coast Air Quality Management District (SCAQMD)</li><li>• California Air Resources Board (CARB)</li><li>• Environmental Protection Agency (EPA).</li></ul></li><li>4. The contractor required to follow EPA-adopted Tier 2 emissions standards, reducing emissions by up to two-thirds from the levels of previous standards</li></ol>



## Community Outreach: Mitigation Measures

Commitment	Mitigation Measures
<b>Noise &amp; Vibration Management</b>	<ol style="list-style-type: none"><li data-bbox="337 682 1542 787">1. Sound barriers at work sites and sound walls at critical locations.</li><li data-bbox="337 808 1542 871">2. Noise monitored on a regular basis during construction.</li><li data-bbox="337 913 1542 1018">3. Equipment restrictions: Tier 2 non-road diesel mobile construction equipment.</li><li data-bbox="337 1039 1542 1249">4. At vibration sensitive locations, where feasible, soldier pile shoring system to be pre-drilled by means of an auger and placed with a crane, in order to avoid more invasive vibratory driving measures.</li><li data-bbox="337 1270 1542 1480">5. Construction-induced ground vibration levels due to tunneling operations not exceed a peak particle velocity of 0.02 inches per second, that is to be <b>below threshold of human perception</b></li></ol>



## Community Outreach: Mitigation Measures

Commitment	Mitigation Measures
<b>Condense project duration wherever possible, without compromising safety</b>	<ol style="list-style-type: none"><li>1. Work around school schedules.</li><li>2. Traffic Control Plans.</li><li>3. Changes in drawings and specifications to reduce the duration of the Project. A few included:<ol style="list-style-type: none"><li>a. Extended work hours tunneling activities</li><li>b. Reduced work areas via design modifications.</li><li>c. Option to work from 9pm-7am, inside tunnel to reduce duration (LAPD approval required)</li></ol></li></ol>



## Community Outreach: Mitigation Measures

---

Commitment	Mitigation Measures
<b>Open Communication &amp; Updates</b>	<ol style="list-style-type: none"><li data-bbox="396 947 1511 1083">1. Community meetings: Community meeting will be held for each work area and project website will contain updates.</li><li data-bbox="396 1136 1511 1220">1. Dedicated project staff including Resident Engineers, and Community Liaisons</li></ol>



# Community Outreach

## Community Outreach- Construction Phase

Future Construction Outreach Activity	Date
<ul style="list-style-type: none"> <li>Door-to-door contact with businesses and homeowners</li> </ul>	TBD
<ul style="list-style-type: none"> <li>Presentation at Local Neighborhood Councils &amp; Homeowner Associations.</li> </ul>	TBD
<ul style="list-style-type: none"> <li>Coordination with City agencies &amp; Delivery services:</li> </ul>	On-going
<ul style="list-style-type: none"> <li><b>Community Meetings &amp; Notification prior to construction groundbreaking</b> At each work area.</li> </ul>	TBD (<3 months in advance)
<ul style="list-style-type: none"> <li><b>Door-hanger Notification prior to starting in each construction work area.</b></li> <li>Delivery of door hanger construction notices to residences and businesses within 300 feet of the trunk line alignment, not less than 14 days nor more than 28 days prior to beginning field construction in a specific work area.</li> </ul>	TBD (<14 days in advance)
<ul style="list-style-type: none"> <li><b>Electronic Notifications via email or project website</b></li> <li><a href="http://www.ladwp.com/rsc5and6">www.ladwp.com/rsc5and6</a> <b>sign up for updates</b></li> </ul>	



## Construction Update

### Work Area 12

February 12 at 6pm



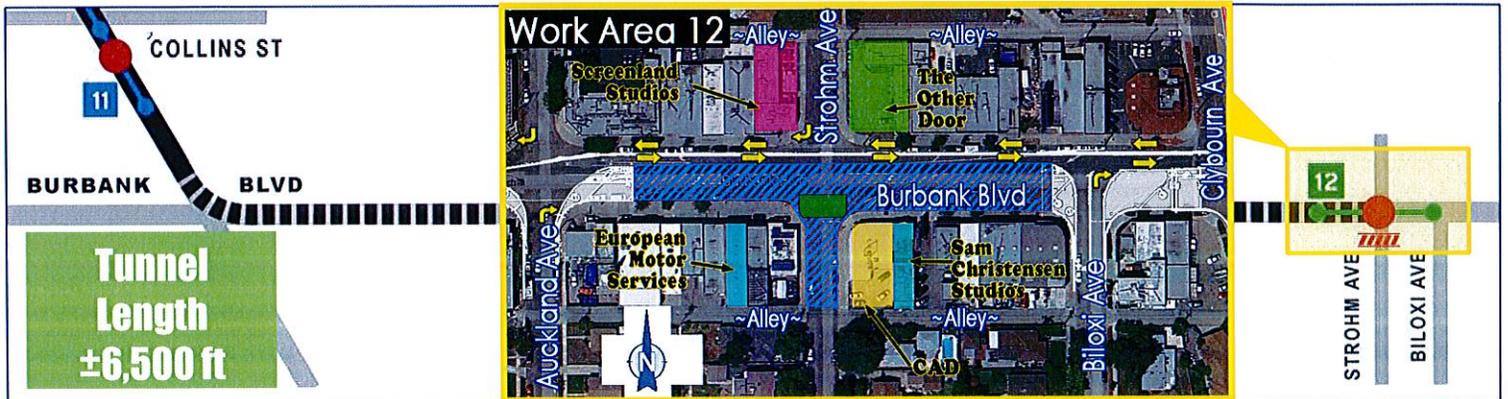


## Construction Update: WA 12

### Work Area 12: TBM Launching Pit

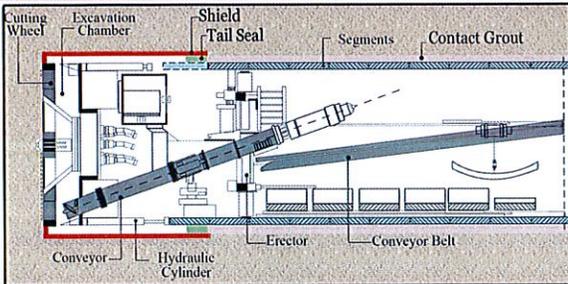
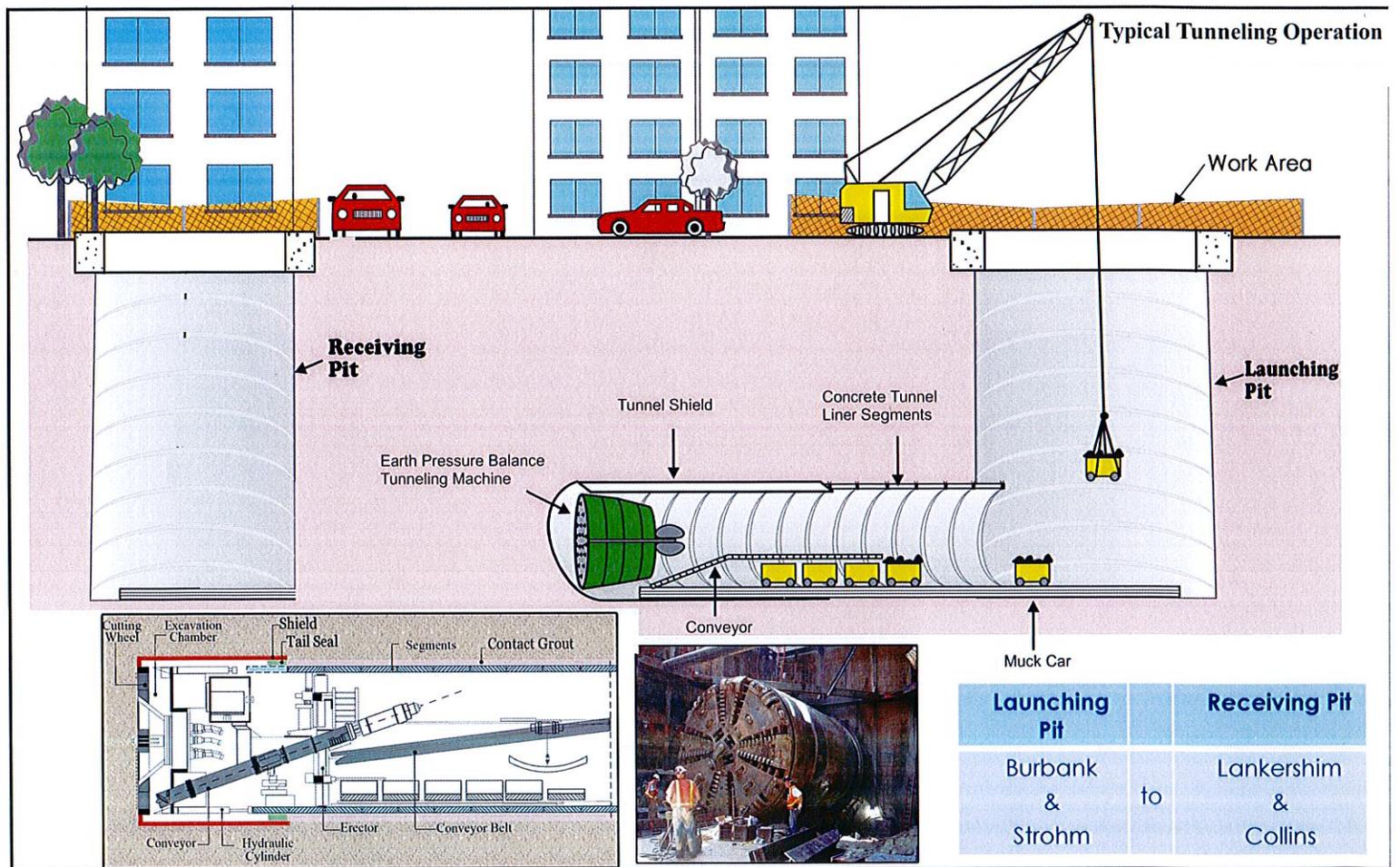
**WA Length: ±450 ft**

Method	Length
Launching Pit	27'x55' (W x L)
Cut and Cover	±180 ft
Hours	<ul style="list-style-type: none"><li>• Mon-Friday: 7 am - 6 pm</li><li>• Saturday: 8 am - 6 pm</li></ul> <p><b>Optional: Extended Hours Option For Inside Tunnel Work</b></p> <ul style="list-style-type: none"><li>• Mon-Sat 7 am - 9 pm</li><li>• Night work 9 pm-7 am</li></ul>



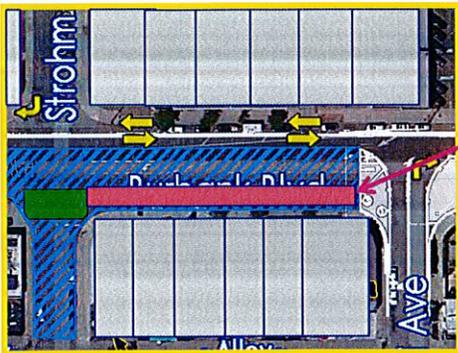


# Project Overview → Method: Tunneling (TBM)

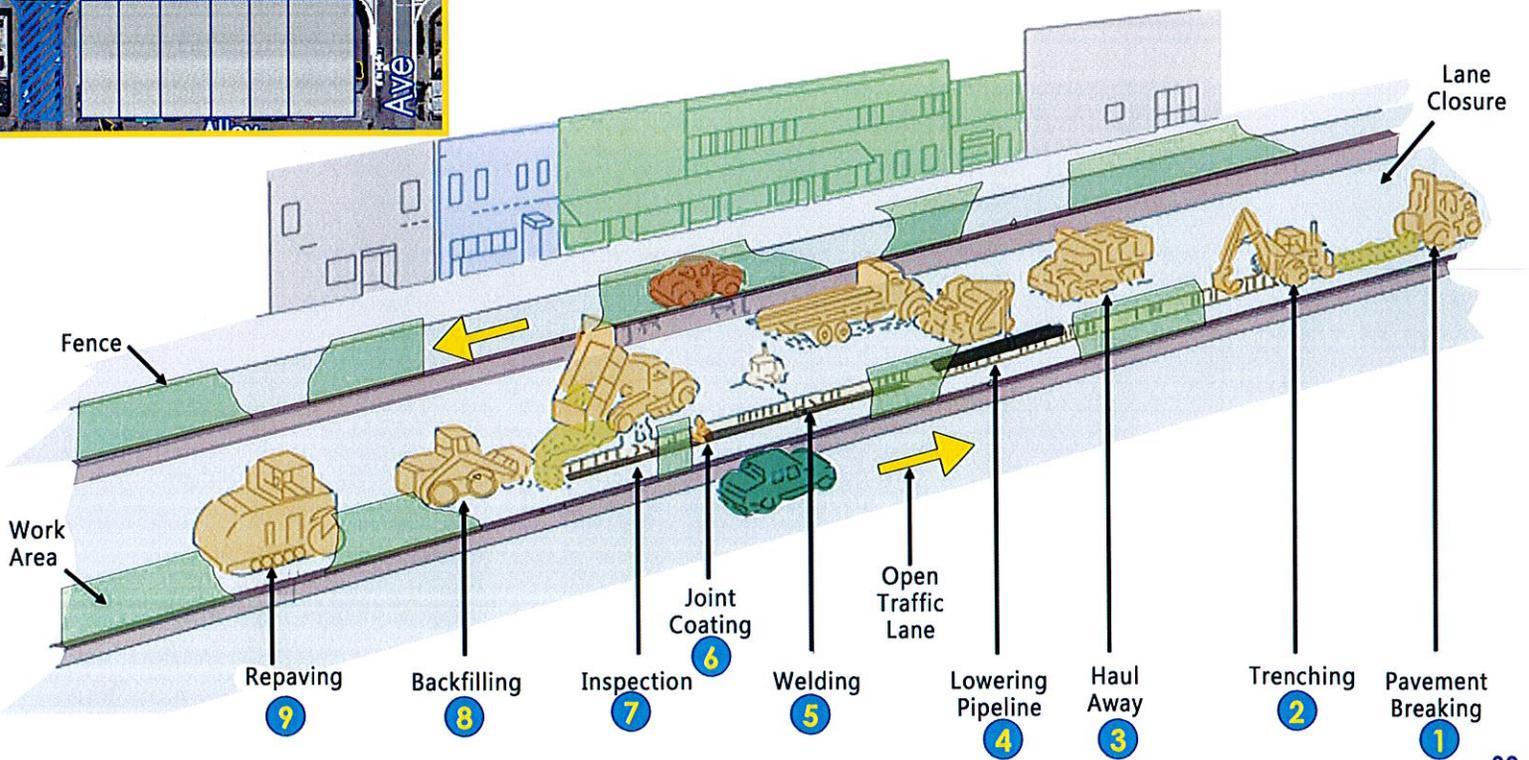


# Project Overview → Method: Cut and Cover

This slide shows on a single sheet the nine steps that were shown individually on slides 21 through 29 during the community meeting.



±180 ft. of pipe • East to Strohm to West of Biloxi



# Work Area 12: Traffic Control Plan for City of Los Angeles



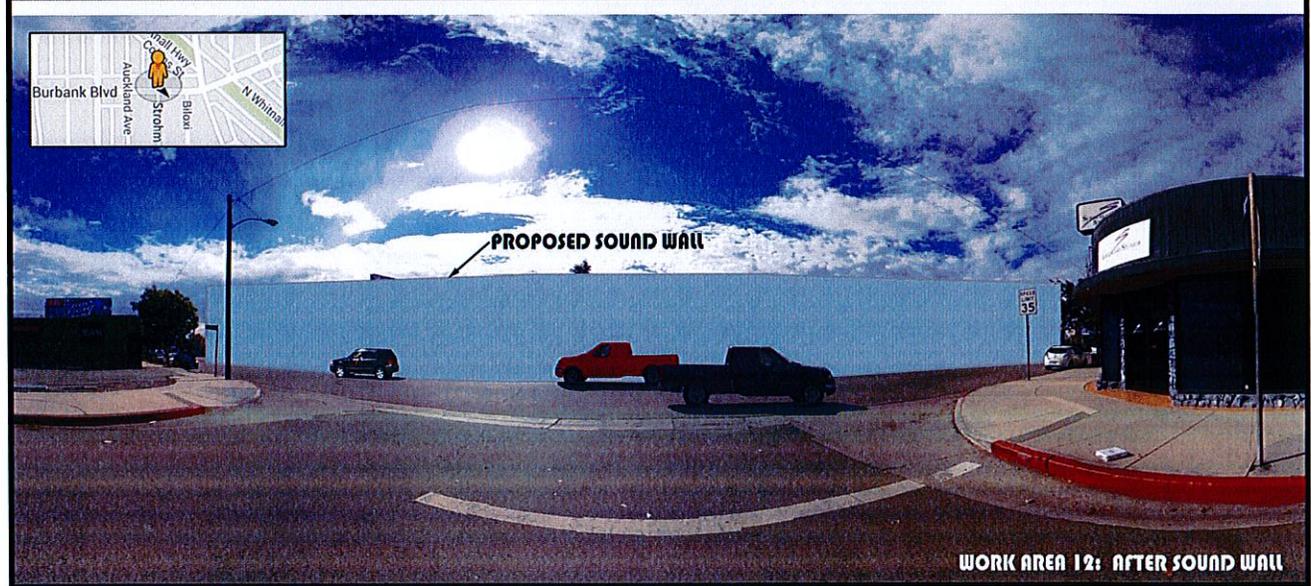
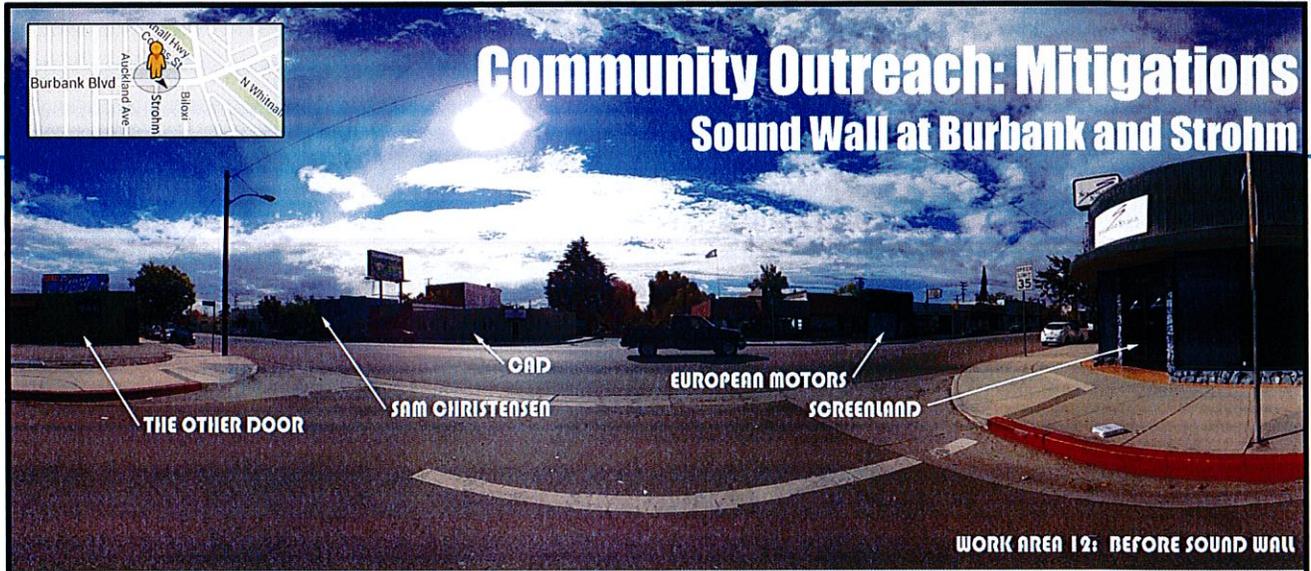
Work Area 12

WA	12
Estimated WA Length	± 450 ft
Regular Work Hours	<ul style="list-style-type: none"> <li>• Mon-Friday: 7 am - 6 pm</li> <li>• Saturday: 8 am - 6 pm</li> </ul>
Extended Work Hours (Optional)	<p><b>Optional:</b> Extended Hours Option For Inside Tunnel Work</p> <ul style="list-style-type: none"> <li>• Mon-Sat 7 am - 9 pm</li> <li>• Night work 9 pm-7 am</li> </ul>
Method of Construction	Tunneling & Cut and Cover
Description	<ul style="list-style-type: none"> <li>• Tunneling Jacking Pit.</li> <li>• Installation of Flowmeter</li> <li>• Installation of 78' line.</li> </ul>



# Work Area 12: Traffic Control Plan for City of Burbank



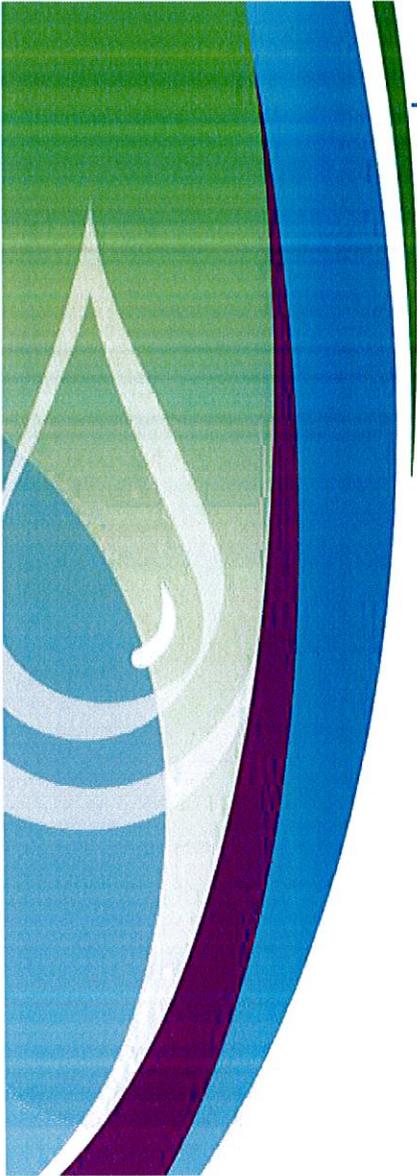




## Construction Update: Work Area 12

	Estimated Start	Estimated Finish
<b>WORK AREA 12</b>	<b>March 2015</b>	<b>January 2017</b>
1 Temporary Parking lot	March 2015	March 2015
2 Set Up Traffic Control Plan (TCP)	March 2015	March 2015
3 Sound Wall	March 2015	April 2015
4 Excavation Activities	April 2015	June 2015
5 Tunneling Work	June 2015	July 2016
6 Tunnel Pipe Installation	July 2016	October 2016
7 Pipe and Appurtenances	October 2016	December 2016
8 Backfill and Pave	December 2016	January 2017
9 Remove TCP	January 2017	January 2017





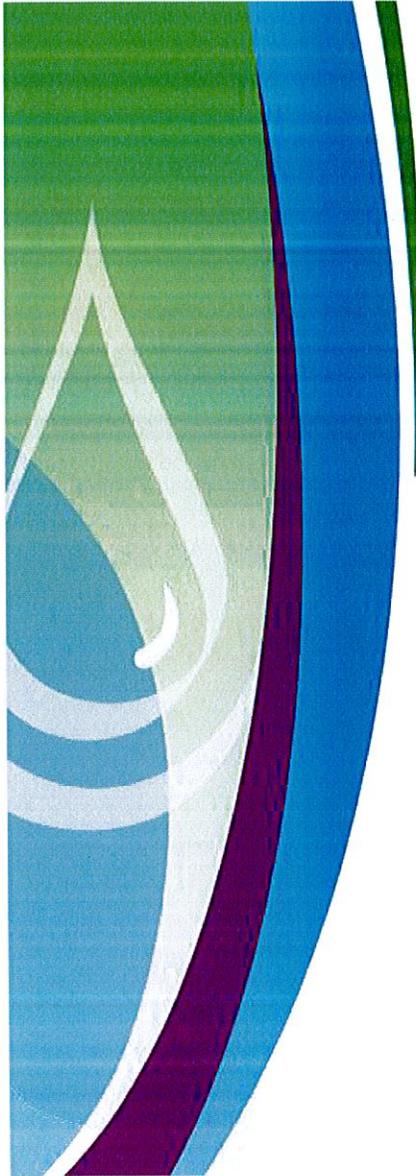
## Project Schedule Summary

### RSC 5& 6 Estimated Dates

Start of Construction	March 2015
Construction Duration	3 years <b>Divided between various work areas</b>

### Work Areas 8B & 8C

	Estimated Start	Estimated Finish
<b>Work Area 12</b>	<b>March 2015</b>	<b>January 2017</b>



## **Contact Information**

**Project Manager:**

**Johan Torroledo**

**213-367-2296**

**[Johan.Torroledo@ladwp.com](mailto:Johan.Torroledo@ladwp.com)**

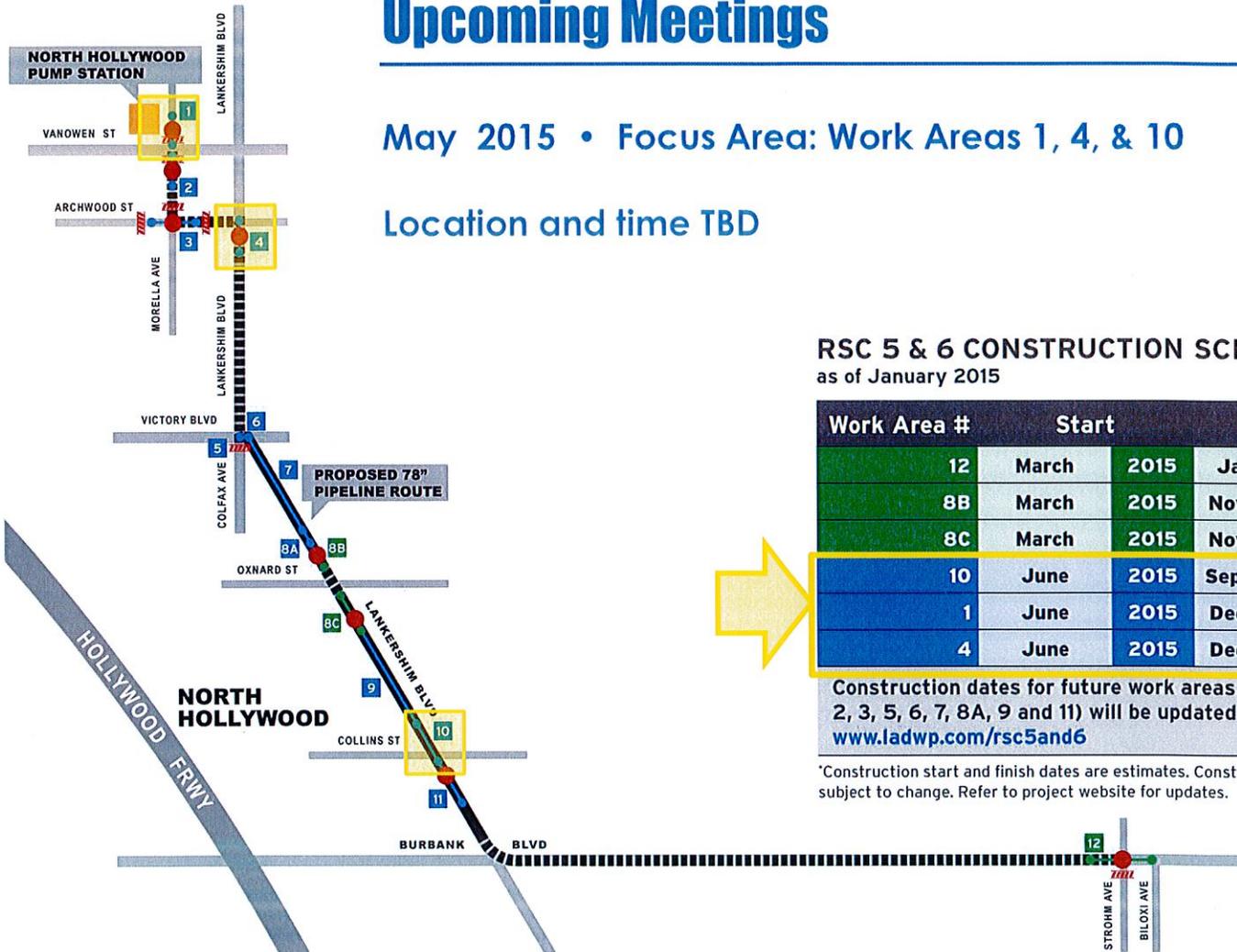
**Sign up for updates at**

**[www.LADWP.com/RSC5and6](http://www.LADWP.com/RSC5and6)**

# Upcoming Meetings

May 2015 • Focus Area: Work Areas 1, 4, & 10

Location and time TBD



**RSC 5 & 6 CONSTRUCTION SCHEDULE\***  
as of January 2015

Work Area #	Start	Finish
12	March 2015	January 2017
8B	March 2015	November 2015
8C	March 2015	November 2015
10	June 2015	September 2015
1	June 2015	December 2016
4	June 2015	December 2016

Construction dates for future work areas (including 2, 3, 5, 6, 7, 8A, 9 and 11) will be updated regularly at [www.ladwp.com/rsc5and6](http://www.ladwp.com/rsc5and6)

\*Construction start and finish dates are estimates. Construction schedule subject to change. Refer to project website for updates.



**Thank you for your time**





# RSC 5&6

Los Angeles Department of Water & Power

## RIVER SUPPLY CONDUIT IMPROVEMENT UPPER REACH - UNIT 5 & 6

Some work areas will require partial street closures on local streets. For detailed street and lane closure information, see Work Area Details at [www.ladwp.com/rsc5and6](http://www.ladwp.com/rsc5and6)

### LEGEND

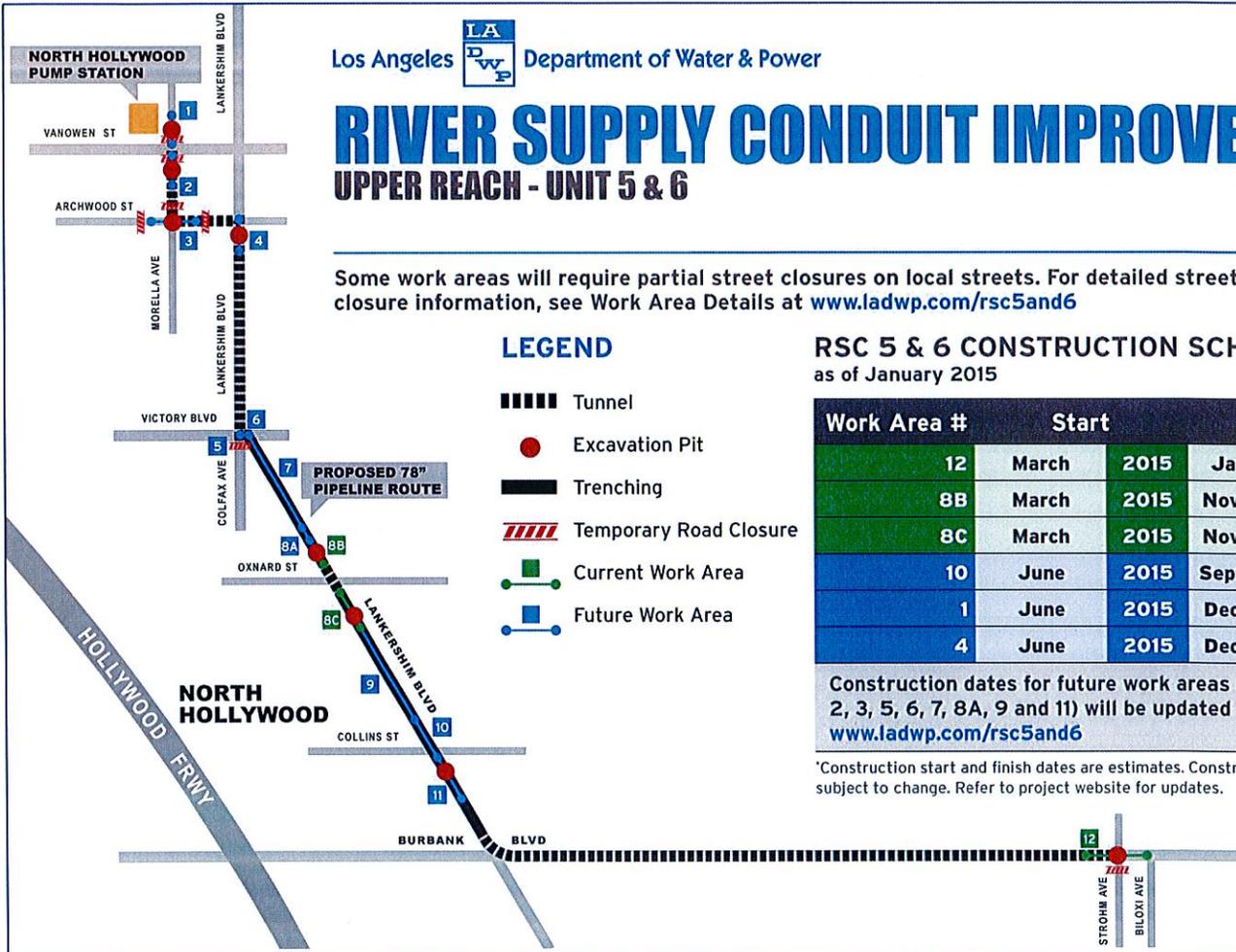
- Tunnel
- Excavation Pit
- Trenching
- Temporary Road Closure
- Current Work Area
- Future Work Area

### RSC 5 & 6 CONSTRUCTION SCHEDULE\* as of January 2015

Work Area #	Start	Finish
12	March 2015	January 2017
8B	March 2015	November 2015
8C	March 2015	November 2015
10	June 2015	September 2015
1	June 2015	December 2016
4	June 2015	December 2016

Construction dates for future work areas (including 2, 3, 5, 6, 7, 8A, 9 and 11) will be updated regularly at [www.ladwp.com/rsc5and6](http://www.ladwp.com/rsc5and6)

\*Construction start and finish dates are estimates. Construction schedule subject to change. Refer to project website for updates.



The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur during the course of the business. It is essential to ensure that all records are properly organized and easily accessible for review and analysis.

In addition to maintaining accurate records, it is also important to regularly review and reconcile the accounts. This helps to identify any discrepancies or errors that may have occurred and allows for prompt correction. Regular reconciliation also provides a clear picture of the current financial position of the business, which is essential for making informed decisions.

Another key aspect of financial management is the preparation of financial statements. These statements, including the balance sheet, income statement, and cash flow statement, provide a comprehensive overview of the business's financial performance over a specific period. They are essential for internal management and for providing information to external stakeholders, such as investors and lenders.

Finally, it is important to establish a budget and stick to it. A budget helps to define the financial goals of the business and provides a framework for managing resources effectively. By comparing actual performance against the budget, management can identify areas where adjustments are needed and take corrective action to ensure the business remains on track.

**Date:** February 13, 2015

**To:** Mark Scott, City Manager

**From:** Judie Wilke, Parks and Recreation Director *Judie Wilke*

**Subject:** **Los Angeles County Regional Park and Open Space District Grant Award – Replacement of Playground Equipment at Earthwalk Park**

---

On August 26, 2014 the City Council adopted a resolution authorizing the submission of a grant application by the City of Burbank with the Los Angeles County Regional Park and Open Space District's 2015 Competitive Excess Funds Grant Program. The resolution also authorized the City Manager to accept and receive grant funds should the City receive an award.

On February 5, 2015 the Parks and Recreation (P&R) Department received notification from the Los Angeles County Regional Park and Open Space District that the Department's application for a \$250,000 grant for the replacement of playground equipment and shade structure at Earthwalk Park was approved.

The proposed project will replace the antiquated playground equipment and shade structure at Earthwalk Park. Although the playground equipment complied with all safety guidelines and standards at the time of installation, replacing the equipment will ensure compliance with the new Consumer Product Safety Commission guidelines and current Americans with Disability Act requirements. The playground equipment selected at Earthwalk Park will provide children within the Peyton-Grismer neighborhood with an innovative area to exercise and develop other critical cognitive and social skills.

Although specifics about the grant agreement have not been provided to the Department, as part of the application requirements, the project must be completed within two years and the City must provide a 25% local match. Funds in the amount of \$260,000 were previously appropriated for this project, therefore a portion of these funds will be used for the required local match.

The first part of the document discusses the importance of maintaining accurate records of all transactions. This includes not only sales and purchases but also any other financial activities that may occur during the course of the business. It is essential to ensure that all records are kept up-to-date and are easily accessible for review.

In addition to maintaining accurate records, it is also important to regularly review the financial statements. This will help to identify any potential issues or areas of concern early on, allowing for prompt action to be taken. It is also important to ensure that all financial statements are prepared in accordance with the relevant accounting standards and regulations.

Finally, it is important to ensure that all financial information is kept secure and confidential. This may involve implementing appropriate security measures, such as password protection and access controls, to prevent unauthorized access to the data. It is also important to ensure that all financial information is stored in a secure and reliable manner, such as in a secure cloud storage service.

By following these guidelines, businesses can ensure that their financial records are accurate, up-to-date, and secure. This will help to ensure the long-term success and stability of the business, and will also help to ensure compliance with all relevant accounting standards and regulations.

In conclusion, maintaining accurate and secure financial records is a critical aspect of any business. By following the guidelines outlined in this document, businesses can ensure that their financial information is kept up-to-date, accurate, and secure, helping to ensure the long-term success and stability of the business.

# memorandum

**DATE:** February 18, 2015

**TO:** Mark Scott, City Manager

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

**SUBJECT:** **San Fernando Valley Service Council Meeting – February 4, 2015**

- The meeting, with Council Member Bric in attendance, consisted only of note-and-file informational items including an introduction of the annual Metro budget process which begins now and ends in May 2015 when the Board adopts the budget.
- Also discussed was an update on the Long Range Transportation Plan and how updating this plan coincides with an effort to potentially place another ½ cent transportation sales tax on the 2016 ballot for Los Angeles County, either as an extension of Measure R beyond 2039 or a new tax.
- The Service Council also heard an update on the Sector's monthly operating and performance statistics for bus and rail service in the San Fernando Valley.





# memorandum

**DATE:** February 19, 2015

**TO:** Mark Scott, City Manager

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

**SUBJECT:** Burbank Hospitality Association Meeting – February 18, 2015

- The Board interviewed the third and final marketing and design firm for Phase II marketing efforts. Due to a lack of quorum the Board was unable to deliberate and select a firm. A special meeting will be scheduled to select a firm in the next few weeks.

12 FEB 20 10 03

2015  
CITY OF BURBANK



# memorandum

**DATE:** February 18, 2015

**TO:** Mark Scott, City Manager

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

**SUBJECT:** **Transportation Commission Meeting – February 9, 2015**

- As part of a review of ongoing transportation topics at the beginning of the meeting, the Commission discussed with Mr. Scott how the Commission should participate and provide input on the development of High Speed Rail in Burbank. Mr. Scott explained that he believed discussion of the guiding principles for the High Speed Rail project (HSR) should start with City Council's direction to the Commission first, through a joint meeting, but Mr. Dyson and Mr. Ehrhardt disagreed and believed that the Commission should be free to discuss topics within their purview. Mr. Scott and the Commission discussed the Commission's draft guiding principles and how they should be presented to the City Council. Mr. Scott particularly emphasized that public outreach and participation should be a part of these draft guidelines. He reiterated that he would recommend to the City Council that a joint meeting be held to allow the City Council to give direction to the Commission first; if the Commission disagreed with that approach, then the Commission should speak directly with the City Council.
- Staff reviewed the projects established in the 2009 Bicycle Master Plan and the status of each funded project. Staff and the Commission discussed funding options for current and future bicycle projects and the need for non-profit groups to partner with the City on bicycle safety programs identified in the Plan.
- Staff reviewed the Mobility Matrix project and said the matrix was being refined over the next few months by each COG in the Metro area. The projects in each matrix were not ranked, and each COG would prioritize their own projects in line with the funding amounts that could be expected from a potential transportation sales tax that may appear on the 2016 ballot.
- Staff provided an update of the North Hollywood to Pasadena Express Service including an alternative for LADOT to expand their 549 service to all-day service in lieu of a new Metro service. It was discussed that any new express service should not overlap the new all-day BurbankBus Noho-Empire route to the airport which should begin in April if approved by the City Council. Staff discussed that the preferred all-day service alternative would be slightly more expensive than projected Metro funding allocated by the Metro Board, and that the City could consider a reduced service scenario that would be cheaper but would not serve all hours of the Bob Hope Airport. The Commission also discussed the need for enhanced wayfinding signage at the North Hollywood Station to direct users between the Metro Orange Line / Red Line and the new BurbankBus service.



CITY OF BURBANK  
**PARKS AND RECREATION**  
**ANNOTATED AGENDA/MEETING SUMMARY**

**Meeting: Burbank Cultural Arts Commission**      **Date: February 12, 2015**

**Members Present:** Edward Clift, Peggy Flynn, Edward Arno, Cynthia Pease, Mary Elizabeth Michaels, Jan Osborn, Lynda Willner, Barbara Beckley, Brian Miller

**Members Absent:**

**Staff Present:** Judie Wilke, Kris Smith, Vickie Cusumano, Noah Altman, Caroline Arrechea

**Liaisons Present:** Jess Talamantes, Emily Gabel-Luddy

<b>Item Discussed</b>	<b>Summary</b>	<b>Direction or Action, if any</b>
1 California Lawyers for the Arts Presentation	California Lawyers for the Arts is a 501(c)3 non-profit that provides lawyer referrals, alternative dispute resolution services and educational programs throughout the state. Alice Reeb, Program Coordinator for the Arts Arbitration and Mediation Service at CLA, gave a brief presentation on CLA's work and increased efforts to serve residents of the San Fernando Valley.	The Commission would work with the California Lawyers for the Arts as a potential resource and possibly coordinate a convening meeting utilizing their database of speakers and professionals.
2 Bob Hope Tower Banner Contest	The top four finalists of the Bob Hope Tower Banner Contest were presented to the Commission for judging. The theme was Great Moments in Flight.	The Commission submitted ballots to Ms. Flynn and voted for their preferred banners (Banner #6 won first place and there was a tie between Banners # 1 and #3 for second place).
3. Art in Public Places	Staff provided the Commission with an update that the Art in Public Places Committee met and discussed the sculpture garden project at the Buena Vista Library park.	None

**CITY OF BURBANK  
PARKS AND RECREATION  
ANNOTATED AGENDA/MEETING SUMMARY**

<p>4. 2014/15 Burbank Cultural Arts Commission Goals Taskforces</p>	<p>The Cultural Arts Commission has established 5 goals to be accomplished over the next year:          Goal 1: Communication          Goal 2: Burbank Arts Beautification          Goal 3: Community Outreach          Goal 4: Support Artists and Arts Organizations          Goal 5: Commission Administration/Development</p>	<p>Goal 1: The Committee will be working on re-formatting the website and making it mobile-friendly, developing an e-mailer advertising events, and establishing social media activities to promote the mission and build awareness.</p> <p>Goal 2: The Committee had not met but would be scheduling a meeting soon. Staff updated the Commission that the utility box art project would be presented to City Council on March 10th for approval.</p> <p>Goal 3: The Committee will be working on recruitment of volunteers by reaching out to arts organizations, providing a volunteer sign-up sheet at the Fine Arts festival booth, contacting previous volunteers, inviting student participation at the Burbank on Parade, and possibly working with YLP participants.</p> <p>Goal 4: The Committee is planning on creating showcase events throughout the year related to media, dance, theatre, music and lecture/demonstrations.</p> <p>Goal 5: The Committee will be exploring the possibility of creating a non-profit organization or collaborate with another non-profit. Funding, grant and fundraising opportunities will be sought</p>
---	---	---

the 1990s, the number of people in the world who are under 15 years of age is expected to increase from 1.1 billion to 1.5 billion.

The rapid increase in the number of young people in the world has led to a growing concern about the impact of this demographic change on the environment. The young people of the world are expected to be the main drivers of economic growth and development in the 21st century. However, they are also expected to be the most vulnerable to the effects of climate change and other environmental problems.

The young people of the world are also expected to be the most active in addressing these environmental problems. They are more likely to be environmentally conscious and to take action to protect the environment. They are also more likely to be involved in social and environmental movements.

The young people of the world are also expected to be the most mobile. They are more likely to move from rural areas to urban areas and from developing countries to developed countries. This mobility is expected to lead to a concentration of young people in urban areas and in developed countries.

The young people of the world are also expected to be the most educated. They are more likely to have a higher level of education than their parents. This education is expected to lead to a higher level of income and a higher standard of living.

The young people of the world are also expected to be the most technologically savvy. They are more likely to use computers and other technologies. This technological savvy is expected to lead to a higher level of productivity and a higher standard of living.

The young people of the world are also expected to be the most environmentally conscious. They are more likely to be concerned about the environment and to take action to protect it. This environmental consciousness is expected to lead to a higher level of environmental protection and a higher standard of living.

The young people of the world are also expected to be the most socially active. They are more likely to be involved in social and environmental movements. This social activity is expected to lead to a higher level of social and environmental protection and a higher standard of living.

The young people of the world are also expected to be the most economically active. They are more likely to be employed and to contribute to the economy. This economic activity is expected to lead to a higher level of economic growth and a higher standard of living.

The young people of the world are also expected to be the most politically active. They are more likely to be involved in politics and to influence public policy. This political activity is expected to lead to a higher level of political participation and a higher standard of living.

The young people of the world are also expected to be the most culturally active. They are more likely to be involved in cultural activities and to influence culture. This cultural activity is expected to lead to a higher level of cultural participation and a higher standard of living.

The young people of the world are also expected to be the most environmentally active. They are more likely to be involved in environmental protection and to influence environmental policy. This environmental activity is expected to lead to a higher level of environmental protection and a higher standard of living.

The young people of the world are also expected to be the most socially responsible. They are more likely to be concerned about social issues and to take action to address them. This social responsibility is expected to lead to a higher level of social and environmental protection and a higher standard of living.

CITY OF BURBANK  
**PARKS AND RECREATION**  
**ANNOTATED AGENDA/MEETING SUMMARY**

**Meeting:** *Art in Public Places*

**Date:** **2-11-15**

**Members Present:** Karen Bradfield, Robert Brody, Gordon Haines, Terre Hirsch, and Carole Kubasak

**Members Absent:** Kimberly Jo, Dink O'Neal

**Staff Present:** Marisa Garcia, Paula Ohan

**Council/Board Liaisons Present:** *Park Board Liaison/Secretary Terre Hirsch, Planning Board Liaison/Member Kimberly Jo*

Item Discussed	Summary	Direction or Action, if any
1 ELECTION OF OFFICERS	MEMBERS ELECTED TO REMAIN STATUS QUO ON THE BODY OF OFFICERS FOR THE UPCOMING YEAR: <ul style="list-style-type: none"> <li>• ROBERT BRODY – CHAIR</li> <li>• GORDON HAINES – VICE-CHAIR</li> <li>• TERRE HIRSCH - SECRETARY</li> </ul>	None
2 SCULPTURE GARDEN	MEMBERS CONTINUED TO DISCUSS THEIR VISION OF THE SCULPTURE GARDEN AT LINCOLN PARK.	None
3 PRESENTATION TO THE CITY COUNCIL	MEMBERS ELECTED VICE-CHAIR GORDON HAINES TO MAKE THE PRESENTATION OF THE ART IN PUBLIC PLACES COMMITTEE TO CITY COUNCIL. STAFF WILL WORK WITH VICE-CHAIR HAINES TO CONFIRM A DATE.	PRESENTATION TO CITY COUNCIL IN MARCH OR APRIL.
4 REVIEW OF CITY COUNCIL'S ART IN PUBLIC PLACES COMMITTEE	MARISA GARCIA ADVISED MEMBERS THAT A MEMO DISCUSSING THE FORMATION AND PURPOSE OF THE ART IN PUBLIC PLACES COMMITTEE WAS SUBMITTED TO THE CITY MANAGER'S OFFICE.	None



Important Updates for the Burbank City Council

February 20, 2015

## Economic Development Visits the Idea Exchange Expo



The International Council of Shopping Centers held its annual Idea Exchange Expo on February 3rd. Economic Development staff obtained information regarding trends and new opportunities in the retail and restaurant sector. Staff then represented the City of Burbank with a designated table during the deal making portion of the conference and met with interested developers, business owners, brokers, and industry professionals. In addition to several other businesses, staff met with Universal Fitness Club, Steak 'n Shake and Waba Grill. During the deal-making portion of the expo, staff distributed a map and vision plan for the North San Fernando Commercial Corridor; a retail/restaurant attraction brochure highlighting Burbank's business incentives, development sites and available retail/restaurant locations; and the Economic Development Fiscal Year 2013-2014 Annual Report.

## 2015 Urban Areas Security Initiative

Police Chief Scott LaChasse hosted the 2015 Urban Areas Security Initiative (UASI 2015) grant planning meeting on behalf of 17 Los Angeles County Police Departments on Wednesday, February 11. The purpose of the meeting was to discuss and select funding priorities for the Los Angeles UASI 2015 grant process. The Burbank Police Department has assumed responsibility for coordination of the UASI 2015 grant program on behalf of the Los Angeles County Chiefs.



## PW Assistant Director Presents at Alternative Fuels Webinar

Ari Omessi, Assistant Public Works Director - Fleet and Building, was a presenter at a Southern California Associations of Governments (SCAG) alternative fuels webinar on February 12. Representatives of the South Coast Air Quality Management District (AQMD) and California Air Resources Board recommended Ari to be a presenter for this webinar because he is known throughout the industry as an expert and pioneer in alternative fuels for government fleets. In addition, the City of Burbank is known for being committed to sustainability and replacing older, less emission-efficient vehicles with new cleaner vehicles that run on alternative fuels. During the webinar, Ari showcased the City's long history with Compressed Natural Gas (CNG) powered vehicles, the benefits, and the lessons learned about the various types of vehicles and the infrastructure needed. The Burbank Channel recently covered the City's commitment to alternative fuel vehicles on Burbank On Demand. The story can be found on [YouTube.com/TheBurbankChannel](https://www.youtube.com/TheBurbankChannel).

## “One Warm Coat” Drive



ONE WARM COAT®

For the past five years, the Retired Senior Volunteer Program (RSVP) has hosted “The Warm Coat” project; a week-long coat drive that benefits Veterans in the community. Large boxes were distributed at designated City of Burbank locations, and were collected by RSVP Advisory Council volunteers. In addition to the City of Burbank locations, NBC Universal Studios, South Hills Church of Burbank, and Premier America Credit Union partnered with the RSVP and collected additional coats. Through these partnerships, the RSVP nearly doubled its record collection, bringing this year’s total to 1,200 coats, sweaters, and jackets. These items were distributed to local Veteran’s organizations, Burbank Temporary Aid Center, Vietnam Veterans, Veteran’s Village, and VA centers that support the Burbank area, including: Sepulveda VA Outpatient Clinic and VA Medical Center on Wilshire.

## Badge Pinning Ceremony

The Burbank Fire Department held a Badge Pinning Ceremony for John Freeborn (Engineer to Captain) and Paul Konzen (Firefighter to Engineer) on January 29. Captain Freeborn has been with the City for 17 years and Engineer Konzen for 6 years. The Fire Department congratulates these dedicated individuals on their accomplishments.



## Middle School Valentine’s Party



146 students attended the annual Verdugo Middle School Valentine’s Party on Saturday, February 7. This year, the event included a free photo booth with props, a DJ, rap battles, and a dance contest. It also featured a game room where students could play Xbox Kinect, foosball, ping pong, board games, card games, and billiards. Students also had the opportunity to win a brand new iPod Touch, and other items donated by Riot Society Apparel Company.

## Watch Burbank On Demand

The latest edition of the award-winning Burbank On Demand (BOD) is now playing on The Burbank Channel via Charter Cable Channel 6 and AT&T U-verse Channel 99. The Public Information Office produces BOD quarterly. As the title suggests, each story can be seen On Demand on The Burbank Channel’s YouTube Channel. Featured stories include, “I-5 Empire Project Update”, “Burbank Municipal Election How-to”, “Burbank’s Digital Library”, “Commitment to Clean Energy”, and “Currents On Demand”(TV version of BWP quarterly magazine).

