

## Weekly Management Report March 20, 2015

1. **Memo** – Tax Allocation Refunding Bonds, Series 2015 – Peter Ross, Ross Financial
2. **Memo** – Film Permit Office – Burbank Police Department
3. **Synopsis** – Parks and Recreation Board Meeting of March 12, 2015 – Parks and Recreation Department
4. **Synopsis** – Traffic Commission Meeting of March 12, 2015 – Public Works Department
5. **Synopsis** – Sustainable Burbank Commission Meeting of March 16, 2015 – Public Works Department



## ROSS FINANCIAL

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### MEMORANDUM

**To:** Successor Agency to the Redevelopment Agency of the City of Burbank

**From:** Peter Ross

**Date:** March 12, 2015

**Re:** Tax Allocation Refunding Bonds, Series 2015 – Pricing Results and Analysis

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On March 3, 2015, the Successor Agency to the Redevelopment Agency of the City of Burbank (the “Successor Agency” or “Burbank”) sold its \$41,020,000 Tax Allocation Refunding Bonds, Series 2015 (the “Bonds”) via negotiation to a syndicate senior managed by Stifel, Nicolaus & Company (“Stifel”), with Raymond James as co-manager. The Bonds mature on December 1 of each year, from December 1, 2015 to December 1, 2033. Bonds maturing on December 1, 2015 through 2017 were uninsured and were rated “A+” by Standard & Poor’s; Bonds maturing on December 1, 2018 through 2033 were insured by Build America Mutual Assurance Company (“BAM”) and were rated “AA”.

Proceeds of the Bonds were used to (1) current refund five outstanding series of tax allocation obligations (thereby defeasing certain associated Public Financing Authority and City bonds as described below); (2) pay the cost of the BAM bond insurance policy and debt service reserve fund surety; and (3) pay transaction costs. The five refunded obligations (the “Refunded Bonds”) were:

- (1) West Olive Loan Agreement, outstanding the amount of \$8,575,000 – These obligations secured and paid the Burbank Public Financing Authority Revenue Bonds, 2002 Series A (Redevelopment Agency of the City of Burbank – West Olive Redevelopment Project);
- (2) Redevelopment Agency of the City of Burbank, Golden State Redevelopment Project, Tax Allocation Bonds, 1993 Series A, outstanding in the amount of \$34,310,000 of which \$27,664,118 were being refinanced – These obligations secured and paid the Burbank Public Financing Authority Revenue Bonds, 2003 Series A (Golden State Redevelopment Project);
- (3) Redevelopment Agency of the City of Burbank, South San Fernando Redevelopment Project, Tax Allocation Bonds, 2003 Series A, outstanding in the amount of \$4,040,000 – These obligations secured and paid the Burbank Public Financing Authority Revenue Bonds, 2003 Series B (South San Fernando Redevelopment Project);
- (4) Redevelopment Agency of the City of Burbank, City Centre Redevelopment Project, Tax Allocation Bonds, 1993 Series A, outstanding in the amount of \$12,225,000 – These

obligations secured and paid the Burbank Public Financing Authority Revenue Bonds, 2003 Series C (City Centre Redevelopment Project);

- (5) Promissory Note to Burbank Collection Ltd., outstanding in the amount of \$4,190,000 – This obligation secured and paid the City of Burbank Community Facilities District No. 2005 (The Collection Parking Facility) 2006 Special Tax Bonds.

The refinancing produced an arbitrage yield of 1.9504% for Federal tax purposes and an all-in true interest cost of 2.1573%. The Bonds generated net present value savings of \$8,574,707.50 or 15.05% of the Refunded Bonds. Average annual debt service savings through December 1, 2023 is approximately \$2,200,567; after December 1, 2023, annual savings decline in concert with the decrease of scheduled debt service.

This memorandum assesses the pricing of the Bonds. This memorandum concludes that the Bonds received excellent pricing and Successor Agency’s general timing was superb.

### **BOND STRUCTURE**

The Bonds were structured as traditional fixed rate, current interest tax-exempt bonds, with principal maturing serially on December 1, 2015 through 2033. The Bonds maturing on or after December 1, 2026 are callable on or after December 1, 2025 at par.

The Bonds were sold with a combination of premium and discount coupons. The final coupons and yields are shown on the following table:

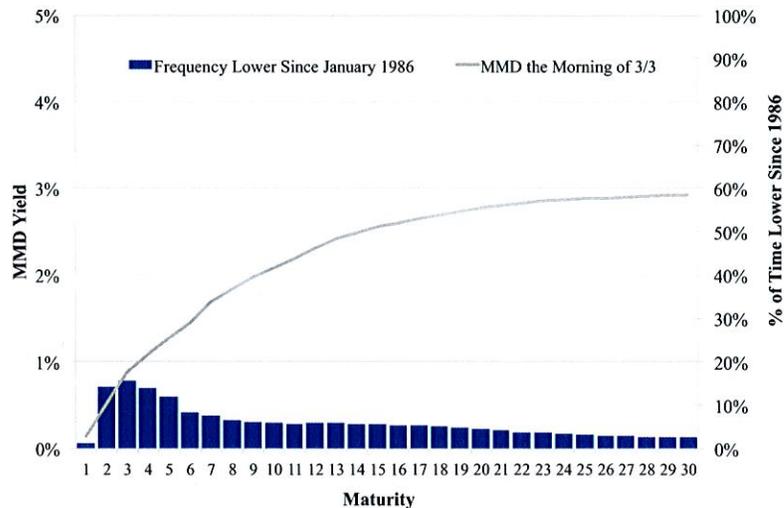
December 1	Coupon	Yield
2015	2.00	0.23
2016	3.00	0.51
2017	4.00	0.86
<b>2018</b>	<b>4.00</b>	<b>1.16</b>
<b>2019</b>	<b>5.00</b>	<b>1.42</b>
<b>2020</b>	<b>5.00</b>	<b>1.63</b>
<b>2021</b>	<b>5.00</b>	<b>1.81</b>
<b>2022</b>	<b>5.00</b>	<b>2.05</b>
<b>2023</b>	<b>5.00</b>	<b>2.20</b>
<b>2024</b>	<b>5.00</b>	<b>2.41</b>
<b>2025</b>	<b>5.00</b>	<b>2.56</b>
<b>2026</b>	<b>5.00</b>	<b>2.71*</b>
<b>2027</b>	<b>3.00</b>	<b>3.10</b>
<b>2028</b>	<b>3.00</b>	<b>3.22</b>
<b>2029</b>	<b>3.125</b>	<b>3.32</b>
<b>2030</b>	<b>3.25</b>	<b>3.38</b>
<b>2031</b>	<b>3.25</b>	<b>3.43</b>
<b>2032</b>	<b>3.375</b>	<b>3.47</b>
<b>2033</b>	<b>3.375</b>	<b>3.51</b>

**Bold = insured bonds**

\*Yield to the 12/01/25 call date

## MARKET CONDITIONS AT PRICING

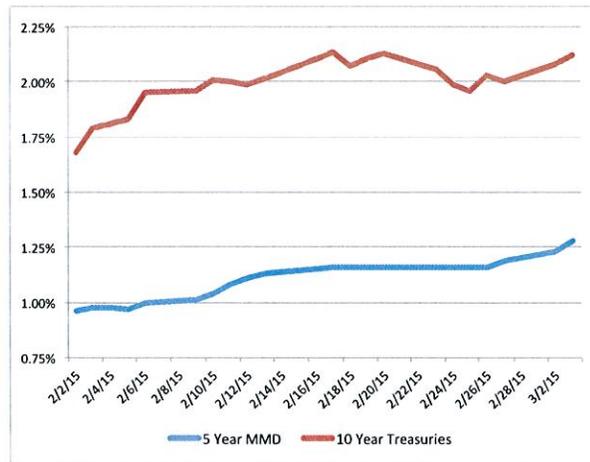
The Bonds were sold at a time when tax-exempt rates were near generational lows. The traditional benchmark for tax-exempt securities is the Municipal Market Data AAA G.O. Index (“MMD”). The following graph shows (1) the MMD yield curve on the day of pricing and (2) the percentage of times that yields were lower since 1986.



This chart shows that in 18 years, corresponding to the 2033 final maturity of the Bonds, MMD yields have been lower only 5% of the time; in 5 years, corresponding to the approximate average life of the Bonds, MMD yields have been lower only 12% of the time.

The drivers for the low rate environment have been low oil prices, negligible wage growth in the United States, and financial weakness in Europe, Japan and China. These factors, coupled with a general stability in the high quality municipal bond sector, have caused investors to favor this asset class. As further evidence of investor demand, municipal bond funds experienced positive inflows of \$21.4 billion in 2014, with positive inflows in 44 out of 52 weeks.

Nonetheless, in the weeks immediately leading up to the Bond sale, municipal bond yields began to experience increased volatility and an upward bias due to increased issuance by public agencies and the strengthening U.S. economy. The following chart shows the yields for 5 year MMD and 10 year U.S. Treasuries since February 1, 2015:



The California municipal bond calendar for the week of pricing was dominated by \$1.9 billion of State of California General Obligation Bonds that were slated for a retail order period on Tuesday and institutional pricing on Wednesday. By slotting the pricing early in the morning on Tuesday, Stifel believed that the Successor Agency would be able to attract investors before they turned their attention to the State’s sale.

**PRICING PROCESS**

The City’s Finance Director (Cindy Giraldo) and Successor Agency’s Financial Advisor observed the pricing in Stifel’s Los Angeles office. We had direct access to Stifel’s underwriter, Ben Stern, and could track the flow of orders on a large monitor as they were entered.

Ben Stern coordinated the pricing, which consisted of the following steps:

- Monday, March 2 – Presentation of initial pricing views; release pre-marketing wire
- Tuesday, March 3 – Order period from 7:00 to 9:30 am (PT); repricing.

**Initial Pricing Views.** On the afternoon of March 2<sup>nd</sup>, Stifel convened an initial pricing call in which Ben Stern reviewed the market and discussed an initial scale for the Bonds. Ben noted that from an historical standpoint, the Successor Agency was issuing the Bonds at an extremely favorable time, but that in recent weeks, the market had become more volatile, with rates generally increasing – particularly in the shorter end of the yield curve. These conditions led Stifel to recommend the following scale:

Dec. 1	Coupon	Yield	MMD	Spread
2015	2.00	0.28	0.13	+15bp
2016	3.00	0.58	0.38	+20bp
2017	4.00	0.91	0.66	+25bp
2018	4.00	1.21	0.96	+25bp
2019	5.00	1.47	1.17	+30bp
2020	5.00	1.72	1.37	+35bp
2021	5.00	1.90	1.55	+35bp

Dec. 1	Coupon	Yield	MMD	Spread
2022	5.00	2.14	1.74	+40bp
2023	5.00	2.29	1.89	+40bp
2024	5.00	2.46	2.01	+45bp
2025	5.00	2.61	2.11	+50bp
2026	5.00	2.76	2.21	+55bp
2027	3.00	3.17	2.32	+85bp
2028	3.00	3.32	2.42	+90bp
2029	3.125	3.39	2.44	+95bp
2030	3.25	3.45	2.50	+95bp
2031	3.25	3.50	2.55	+95bp
2032	3.375	3.54	2.59	+95bp
2033	3.375	3.58	2.63	+95bp

While these initial spreads were wider than previously seen in recent comparable transactions (discussed later in this memorandum), the strategy was to use the wider spreads to lure more buyers to the transaction, thereby strengthening Stifel’s hand to trim yields upon repricing. At the suggestion of the Successor Agency’s team, Stifel agreed to consider tighter spreads before the start of the official order period – based on the tone of the market and the feedback obtained during the pre-marketing period.

**Pre-Marketing Period.** Stifel and Raymond James began discussing the initial levels with investors in the afternoon of March 2<sup>nd</sup> following the pre-pricing call. During this time, Stifel was able to generate solid interest in the Bonds among institutional investors and separately managed accounts (“SMAs”).

**Order Period.** Based on the interest obtained during the pre-marketing period, Stifel recommended trimming spreads by five basis points in each maturity – bringing the resulting spreads more in line with prior comparable transactions, while still providing room for further trimming based on actual orders.

The overall demand for the Bonds was terrific. Stifel received total orders of \$109,015,000. Each maturity was oversubscribed, with the greatest demand in the 2020 to 2023, where the Successor Agency received an aggregate of \$62,955,000 in orders for \$16,035,000 in Bonds.

The following table shows the total amount of retail and institutional orders for the transaction:

Maturity	Amount (\$000)	Retail Orders* (\$000)	Inst. Orders* (\$000)	Total Orders (\$000)	Investors
2015	\$4,655	\$3,500	\$6,655	\$10,155	Eaton Vance, Stifel, Raymond James
2016	4,175	15	8,350	8,365	PIMCO, Standish Ayer, Stifel
2017	4,285	0	6,785	6,785	PIMCO, Standish Ayer, Boston Company
2018	4,470	0	6,970	6,970	PIMCO, Boston Company
2019	4,650	365	5,400	5,765	Standish Ayer, Barclays, Evercore, Chilton
2020	4,890	55	15,670	15,725	Capital Research, Vanguard, Nuveen
2021	3,510	180	11,020	11,200	Capital Research, Vanguard, Eaton Vance, RNC Capital, Union Bank, Boston Co.,
2022	3,715	735	14,805	15,540	Eaton Vance, Capital Research, Columbia

Maturity	Amount (\$000)	Retail Orders* (\$000)	Inst. Orders* (\$000)	Total Orders (\$000)	Investors
					Asset Mgmt., Vanguard, Envision, Boston Co., Standish Ayer
2023	3,920	0	20,490	20,490	Kayne Anderson, Wamco, Eaton Vance, Vanguard, Standish Ayer, Columbia Asset Mgmt., Boston Co.
2024	375	0	750	750	Belle Haven
2025	385	45	770	815	Belle Haven
2026	405	350	910	1,260	Columbia Asset Mgmt., Eaton Vance
2027	210	75	630	705	Multi-bank Securities, Stifel, Raymond James
2028	215	0	1,290	1,290	Bridge Harbor, Nuveen, Multi-Bank Securities
2029	220	0	660	660	Nuveen
2030	230	115	460	575	Stifel, Raymond James
2031	235	0	705	705	Bridge Harbor, Stifel
2032	245	225	490	715	Stifel, Raymond James
2033	255	0	545	545	Envision, Stifel, Raymond James
<b>Total</b>	<b>\$41,045</b>	<b>\$5,660</b>	<b>\$86,910</b>	<b>\$109,015</b>	

\*Includes member orders from Stifel and Raymond James

**Repricing.** Between retail and institutional orders, coupled with member orders from Stifel and Raymond James, the Bonds garnered total demand of 2.66 times the amount of Bonds offered. As a result, Stifel was able to further trim yields further. The following table shows the resulting spreads to MMD (based on prior day MMD levels) as compared to the spreads in the initial retail pricing:

Maturity	Initial Pricing Levels Spread to Stated MMD	Final Pricing Levels Spread to Stated MMD
2015	+15bp	+10bp
2016	+20bp	+13bp
2017	+25bp	+20bp
2018	+25bp	+20bp
2019	+30bp	+25bp
2020	+35bp	+26bp
2021	+35bp	+26bp
2022	+40bp	+31bp
2023	+40bp	+31bp
2024	+45bp	+40bp
2025	+50bp	+45bp
2026	+55bp	+50bp
2027	+85bp	+78bp
2028	+90bp	+80bp
2029	+95bp	+88bp
2030	+95bp	+88bp
2031	+95bp	+88bp
2032	+95bp	+88bp
2033	+95bp	+88bp



- Comparison with Highland, Vista and Riverside (Uninsured Maturities) - In the 2015 to 2017 uninsured maturities, the Bonds were priced with spreads that were 13 to 17 basis points tighter to MMD than Highland or Vista. A small amount of the spread differential is attributable to Burbank's slightly higher rating; the remaining spread differential is largely attributable to Burbank's reputation among investors and aggressive pricing. Although Riverside carried the same underlying rating of A+, the Bonds still priced more aggressively by 5 to 7 basis points in 2016 and 2017, but were flat in 2015.
- Comparison with Highland, Vista and Riverside (Insured Maturities) – The Successor Agency's MMD spreads were tighter in each insured maturity with 5.00% coupons. As an example, in 2023 and 2024, Burbank's spreads to MMD were 31 basis points – 7 to 24 basis points tighter than Highland, Vista and Riverside whose spreads ranged from 38 to 55 basis points for the same maturities. A similar result can be seen in the later maturities that were issued with 3% coupons.
- Comparison with San Francisco – San Francisco is unique among tax allocation bond issuers. San Francisco has so much highly rated tax allocation debt in the marketplace that its tax allocation bonds enjoy notable liquidity among investors, who are willing to accept lower yields as a result. Unlike Highland, Vista and Riverside, Burbank's spreads to MMD were 5 to 12 basis points wider than San Francisco's in the early maturities. While some of this result is attributable to the San Francisco name, much of the spread differential stems from a change in investor sentiment with respect to early maturities. As recent economic news has become more favorable, investors increasingly are anticipating a rise in the Fed discount rate. As a result, they are demanding more spread at the shorter end of the yield curve.

However, there is reversal of the Burbank-San Francisco spread relationship in the 2021 to 2026 maturities, where Burbank's spreads were tighter. This is perhaps the greatest testament to the strength of Stifel's pricing.

These results are even more impressive in that MMD yields increased 3 to 5 basis points by the end of the day. In other words, the Bonds were priced on a day with an upward bias in rates.

## **CONCLUSION**

Overall, the Successor's Agency's Bond sale must be considered a great success. Its general timing was excellent, it successfully navigated around the State of California's massive sale and it achieved pricing that has raised the bar for tax allocation bonds. The result was impressive savings that will inure to the benefit of the City of Burbank and other taxing agencies.





**CITY OF BURBANK  
POLICE DEPARTMENT  
MEMORANDUM**

**DATE:** March 12, 2015

**TO:** Mark Scott, City Manager

**FROM:** Scott LaChasse, Police Chief *Scott LaChasse*  
Prepared by: Jay Hawver, Police Lieutenant

**SUBJECT:** Film Permit Office – Tracking List Item #1739

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**PURPOSE:**

The purpose of this memo is to provide general information regarding the Burbank Police Department Film Permit Office.

**BACKGROUND:**

The City of Burbank has one full-time Principal Clerk assigned to receive, process, and manage all commercial film permit requests. In addition to film permits, the clerk is also responsible to manage student film permit requests, requests for police services (special events), and all associated billing.

The film permit office is a “one-stop” location, providing the necessary permits and coordination of staffing for both police and fire personnel. The centralized oversight helps to minimize the turn-around time associated with the overall permit approval process. We require a minimum of 48 hours for most requests, with more complex applications requiring additional time as necessary. The cost for a one-day permit is \$150.00, and a seven-day permit is \$350.00.

The film permit office is open from 8:00 am to 5:00 pm, Monday through Friday. There are no other personnel assigned to the office. When the assigned clerk is off, the duty is managed by volunteers and occasionally a sworn officer when necessary.

Over the last four years, the number of commercial film permit requests has doubled. During this same time, the number of “free” student film permits has increased dramatically. Please keep in mind that it generally takes the same amount of staff time to complete a student film permit request, as it would to complete a commercial request.

**PERMITS ISSUED**

Over the last three years, the film permit office issued the following number of permits:

2012: 508  
2013: 646  
2014: 870

Over the last three years, the film permit office issued the following number of student film permits:

2012:	81
2013:	149
2014:	285

### **REVENUE**

Over the last three years, the film permit office has generated the following revenue (film permits only):

2012:	\$122,863
2013:	\$134,438
2014:	\$167,873

Total revenue (includes all requests for police services/special events, and film permits):

2012	\$400,307
2013:	\$566,766
2014:	\$558,225

### **RECOMMENDATION:**

Receive and file.



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

**Meeting:** Parks and Recreation Board

**Date:** Thursday, March 12, 2015

**Staff Present:** Judie Wilke, Parks and Recreation Director; Marisa Garcia, Assistant Parks and Recreation Director, Kristen Smith, Deputy Director; Johnathan Frank, Officer; Melissa Colasanto, Senior Clerk, Erin Barrows, Recreation Services Manager; Thomas Ware, Aquatics Coordinator, and Elisa Accardi, Senior Recreation Leader

**Board Members Present:** Mr. Gussow, Mr. DePalo, Dr. Barta, and Mr. Hirsch

**Board Members Absent:** Dr. Aghakhanian

**Council/Board Liaisons Present:** None

Item Discussed	Summary	Direction or Action, if any
1 Announcements	<p>Johnathan Frank announced the upcoming Dog Park Community Meeting on Saturday, March 14<sup>th</sup> from 10am – 11am at the Community Services Building located at 150 N Third St.</p> <p>Kristen Smith announced the following events:</p> <ul style="list-style-type: none"> <li>• First Annual Tree City USA Ceremony on Thursday, March 26<sup>th</sup> at Verdugo Park at 2pm</li> <li>• Annual Fine Arts Federation Membership Exhibit at the Creative Arts Center from March 6<sup>th</sup> – March 26<sup>th</sup></li> <li>• Youth Art Expo at the Creative Arts Center April 9<sup>th</sup> – April 23<sup>rd</sup>.</li> <li>• April Pools Day on Saturday April 18<sup>th</sup> from 1pm-4pm at Verdugo Aquatics Facility</li> <li>• Aquatics Lottery begins April 6<sup>th</sup> – April 26<sup>th</sup>. Lottery numbers can be obtained at the Verdugo Aquatics Facility Monday through Friday 6am-8pm and Saturday through Sunday 8am – 4:30pm</li> </ul>	N/A
2 Presentations	The Board recognized the Youth Leadership Program participants.	N/A
3 Oral Communications	Appearing to oral communications were: Jim Etter regarding Johnny Carson Park and Bill Proffitt regarding the trail naming	N/A

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

		at Stough Canyon in memory of Shane Proffitt.	
4	Response To Oral Communications	<p>Mrs. Wilke responded to Mr. Etter's comments regarding Johnny Carson Park. She noted that the department will still permit car shows at Johnny Carson Park once the renovations have been completed. However, the department is working on revamping the current guidelines for car shows in order to treat each organization equally. Thereafter, she explained some of the changes to the park including the streambed and concrete area. Lastly, Mrs. Wilke stated that there will be other areas of the park that can be utilized in order to have successful car shows.</p> <p>Mr. Hirsch spoke on behalf of Mr. Etter stating that his concern is regarding the number of vehicles that the park can accommodate after the renovations.</p> <p>Dr. Barta and Mr. DePalo thanked Bill Proffitt for his comments.</p> <p>Mr. Gussow presented photos of the memorial tree planting at Stough Canyon Nature Center for Shane Proffitt.</p>	N/A
5	Written Communications	None.	N/A
6	Park Board Comments	None.	
7	Update from Burbank's Santa Monica Mountains Conservancy Advisory Committee Representative	<p>Mrs. Wilke introduced Garen Yegparian to provide the Board with an update regarding the Santa Monica Mountains Conservancy. Mr. Yegparian provided the Board with a brief background of the committee, reviewed current projects, and presented the climate change program and policy.</p> <p>Board members discussed and raised questions.</p>	Chair Gussow polled the Board members regarding adding the overnight campground as an upcoming agenda item. 4-0 All members were in favor.
	Proposed FY 2015-2016	Mr. Frank provided the Board with the proposed FY 2015 –	

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

8	Budget and Review of Fiscal Year 2014-2015 Mid-Year Adjustments	<p>2016 and review of Fiscal Year 2014-2015 Mid-Year adjustments.</p> <p>He provided the Board with overview of mid-year adjustments, new budget requests, and fee schedule changes.</p> <p>Mrs. Wilke provided a summary of infrastructure requests for Fiscal Year 2015-2016 capital projects.</p> <p>Board member discussed and raised questions.</p>	Noted and filed.
9	Soccer and Open Space Needs	<p>Mrs. Garcia provided the Board with an update regarding soccer and open space needs throughout the City. She explained that there is growing need for soccer fields throughout the City. Therefore, the City and the District are making every effort to accommodate the groups at existing facilities. Mrs. Garcia noted that staff has recently received complaints regarding nose, trash and parking from groups using neighbor parks for pick-up soccer games.</p> <p>Staff is considering several possible solutions including installing artificial turf on the City's ball fields and partnering with the District to install lights and artificial turf on select schools.</p> <p>Board members provided feedback and raised questions.</p>	Noted and filed.
10	Consent Calendar	<p><u>Approval of Minutes</u> Minutes of the February 12, 2015 minutes were approved.</p> <p><u>Lap Swim Program Update</u> Noted and Filed. DePalo commented on report.</p> <p><u>City Council Agenda Items Update</u> Noted and Filed.</p>	4-0 Board approved the Consent Calendar

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

		<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>	
11	Tabled Items	None.	N/A
12	Second Period of Oral Communications	Jim Etter appeared to the second period of oral communications regarding the car shows at Jonny Carson Park after the renovations.	N/A
13	Additional Comments from the Board	<p>Mrs. Wilke responded to Mr. Etter's comments regarding Johnny Carson Park. She stated that she will contact the architect regarding the reconfiguration and potential loss of square footage. Thereafter, she noted that several car show groups were involved with the initial design of Johnny Carson Park and their concerns were considered throughout the development of the plans.</p> <p>Mr. Hirsch inquired about the next Dodger Night. Staff noted that a date has not yet been determined, but it will be sometime in August. He also thanked the Board members for their support regarding the overnight camp ground as an upcoming agenda item.</p>	N/A
14	Introductions of New Agenda Items	None.	N/A
15	Adjournment	The meeting was adjourned at 9:17pm	N/A



## TRAFFIC COMMISSION

March 12, 2015

SYNOPSIS OF ITEMS ARE IN BOXES BELOW

### Members Present:

Linda Barnes, David Carletta, Rebecca Granite-Johnson, Kevin Harrop, Brian Malone, Vanessa Rachal, Joe Terranova

### Members Absent:

Robin Gemmill, Paul McKenna

### III. ORAL COMMUNICATIONS

Public input--Several residents spoke, showing either their support of keeping the Alameda North Neighborhood Protection Program (NPP) barricades/cul-de-sacs, or asking that the barricades be removed. Below is a listing of the speakers:

#### In favor of barricades/cul-de-sacs:

Diane Rana, Nancy Lacher, and Bradley Davis. (3 speakers)

#### Not in favor of barricades/cul-de-sacs:

Julie D'Angelo, Frances Avery, Ralph Herman, Stefanie Girard, Jim Etter, Jennifer Heath, Heidi Davenport, Jenny Deahl, Chris Anderson, and Patrika Darbo. (10 speakers)

Richard Heath asked why the barricades were installed and data analyzed now, instead of when the Talaria project is completed and traffic impacted. Several other of the residents listed above also asked the same question.

Ralph Herman asked the Traffic Commission to add as an agenda item the possibility of using flashing yellow arrow signals in certain locations.

Commission Members--No comments.

Staff Communications--Traffic Commission Recording Secretary, Sandy George, has been promoted to work in the City Council office at the end of March.

### IV. APPROVAL OF MINUTES:

Approval of the February 26, 2015, meeting minutes was postponed until next month's meeting, in the interest of time.

**V. PUBLIC HEARINGS**

None.

**VI. REPORTS:**

**A. Status of Alameda North NPP Street Closures**

*Staff will provide a summary of the data collected for the closure of streets in the Alameda North NPP area, including before closure and after closure traffic counts, speeds and travel times.*

David Kriske, Deputy City Planner with the Community Development Department, gave a brief presentation of the Alameda North NPP, specifically describing traffic counts and data relating to the barricades installed to create temporary cul-de-sacs on Cordova St, Avon St, Lima St, and California St (at Alameda Ave). The data showed that traffic on the cul-de-sac streets went down, and nearby alley traffic decreased. Mr. Kriske received considerable feedback from residents, typically showing that residents on the closed (cul-de-sac) streets are in favor of keeping the barricades, and residents on the nearby streets that are not closed (open streets) are opposed to keeping the barricades up. Staff will present information to City Council on March 17, 2015, for further direction. Staff desires to keep looking for other potential improvements.

After discussion, most Traffic Commission members felt there was no need for barricades/cul-de-sacs on the above streets at this time, but that further review of the area after the Talaria project is built would be wise, and wanted to make sure their thoughts were passed on to the City Council by next week's meeting.

Mr. Malone moved (Mr. Terranova seconded) to recommend to the City Council that the Commission is against the cul-de-sacs, at this time. The motion passed unanimously.

**VII. REVIEW OF FUTURE AGENDA ITEMS:**

The only agenda item scheduled for April is the allocation of taxi operating permits.

**VIII. ADJOURNMENT:**

The meeting adjourned at 5:21pm. The next Traffic Commission meeting will be on Thursday, April 23, 2015.



## SUSTAINABLE BURBANK COMMISSION

March 16, 2015

### SYNOPSIS OF ITEMS ARE IN BOXES BELOW

#### I. ORAL COMMUNICATIONS:

A. Public Communication:

B. Commission Member Communication:

Ms. Springer reported that she attended a Southern California future workforce workshop and stated that there will be another workshop in fall 2015. Ms. Springer suggested that the City might look at Senate Bill 628 (SB 628 - Enhanced infrastructure financing districts). Ms. Gabel-Luddy said that the City Manager was going to have staff prepare a memo to Council about SB 628. Ms. Springer also reported that she will attend the Care Walk at Robert Gross Park on April 11, 2015.

Ms. Lopez-Ledesma informed the group that she has decided to resign from the Commission and will provide the City Clerk with a formal resignation letter.

Mr. Yegparian stated that the California Water Bond was approved by voters in November 2014 and suggested the City consider pursuing grant funding for future water projects and programs in Burbank.

C. Staff Communication:

Ms. Teaford introduced the new Burbank Chamber of Commerce liaison, James Daley.

Mr. Hampel gave an update on upcoming events that may be of interest to the Commission, including CicLAvia on March 22, the Los Angeles River Rover on March 28, and the Earth Day event in the Downtown on April 11, 2015. Mr. Hampel also stated that there may be grants available to bring CicLAvia to Burbank, and the Commissioners expressed interest in pursuing those grants.

#### II. APPROVAL OF MINUTES:

The January 26, 2015, minutes were approved by all present.

#### III. BURBANK GREEN SPOTLIGHT AWARD PRESENTATION:

Mr. Yegparian gave a brief presentation on the March 2015 Green Spotlight recipient, Pure Fix Cycles, and presented their representatives with the Green Spotlight Award.

#### IV. AD HOC MASSACHUSETTS PLAN SUBCOMMITTEE REPORT:

At its October 20, 2014, meeting, the Commission agreed to form the ad hoc Massachusetts Plan Subcommittee to discuss drafting a conceptual plan for a retiree employment program in Burbank, similar to the plan in Massachusetts, where businesses hire retirees with technical backgrounds. The ad hoc subcommittee will provide the Commission with an update on the group's progress for discussion and Commission direction.

Mr. Newhoff reported that he met with Gary Olson, President, Burbank Chamber of Commerce, to discuss the Chamber's possible participation in drafting a conceptual plan for a retiree employment program in Burbank. Mr. Olson agreed to present the Massachusetts Plan concept to all the Chamber members to get their input. Mr. Newhoff will provide an update on the Chamber's feedback at a future meeting.

**V. BURBANK 2035 GENERAL PLAN, PROJECTS AND DESIGN STANDARDS DISCUSSION:**

A representative from the Community Development Department's Planning Division will provide an update on the implementation of the Burbank 2035 General Plan, discuss the definition of an "exceptional project" as outlined in the General Plan, and discuss the type of design standards that apply to pedestrian-oriented commercial corridors or that promote walkability. The Commission may ask questions, provide feedback, or entertain a motion to make recommendations to the City Council about this issue.

Carol Barrett, Assistant Community Development Director, Transportation & Planning, provided the group with an update on the implementation of the Burbank 2035 General Plan, provided information on the current status of the guidelines for single-family home construction and remodels, and gave an overview of the draft baseline concepts for "exceptional" projects in the City. Ms. Barrett distributed handouts for each topic and will return to the Commission to discuss the design standards that apply to pedestrian-oriented commercial corridors or that promote walkability.

Ms. Gabel-Luddy suggested that the Ad Hoc Urban Design Subcommittee become involved by attending upcoming community meetings to discuss the future of development in the City.

**VI. EARTH DAY AND COMMUNITY OUTREACH DISCUSSION:**

At its January 26, 2015, meeting, the Commission agreed to discuss its participation at the Earth Day event scheduled for April 11, 2015, in conjunction with the Downtown Art Festival. The Commission may entertain a motion and vote regarding its involvement as a group.

The Commissioners agreed to participate in the Earth Day event and will sign-up for times to man a booth in the Downtown. Staff will create a sign-up sheet for more information about sustainability and craft display boards highlighting the group's accomplishments and to recognize the 2014 Green Spotlight Award recipients.

**VII. AD HOC MOBILITY SUBCOMMITTEE REPORT:**

At its September 16, 2013, meeting, the Commission agreed to form an ad hoc subcommittee to discuss bicycle issues, public transit, and transportation items as they relate to sustainability in the Burbank community. The ad hoc subcommittee will provide the Commission with an update on the group's focus and progress for discussion and Commission direction.

There were no items to report.

**VIII. AD HOC HEALTHY URBAN DESIGN SUBCOMMITTEE REPORT:**

At its October 21, 2013, meeting, the Commission agreed to disband the ad hoc Healthy Living Subcommittee and the ad hoc Urban Design Subcommittee and form the ad hoc Healthy Urban Design Subcommittee to discuss sustainability efforts for urban design and healthy living in the Burbank community. The ad hoc subcommittee will provide the Commission with an update on the group's progress for discussion and Commission direction.

Mr. Smith reported that the Subcommittee met to discuss broadening their collaboration across the City to be more effective. The Subcommittee will provide more information at a future meeting.

**IX. INTRODUCTION OF ADDITIONAL AGENDA ITEMS:**

At the May 14, 2009, Sustainable Burbank Task Force (now the Sustainable Burbank Commission) meeting, those present voted unanimously that members can suggest agenda items and obtain consensus from the group to have the items added to a future agenda.

The Commissioners agreed to add the following items to a future agenda:

- Presentation by the Community Development Department's Planning Division on applicable design standards that promote walkability and reflection on exceptional projects (continued from the March 16, 2015, meeting)
- Discuss actively pursuing a CicLAvia grant
- Status on the Community Garden project from Parks & Recreation
- Discuss forming an Ad Hoc Subcommittee to form a living "frequently asked questions" document for new members and the community

**X. BURBANK GREEN SPOTLIGHT AWARD FOR APRIL 2015:**

The Commission will select one of its members to identify a Burbank Green Spotlight Award winner for April 2015.

Ms. Obal volunteered to choose the April 2015 Green Spotlight recipient.

**XI. ADJOURNMENT:**

The meeting was adjourned at 7:02 p.m.