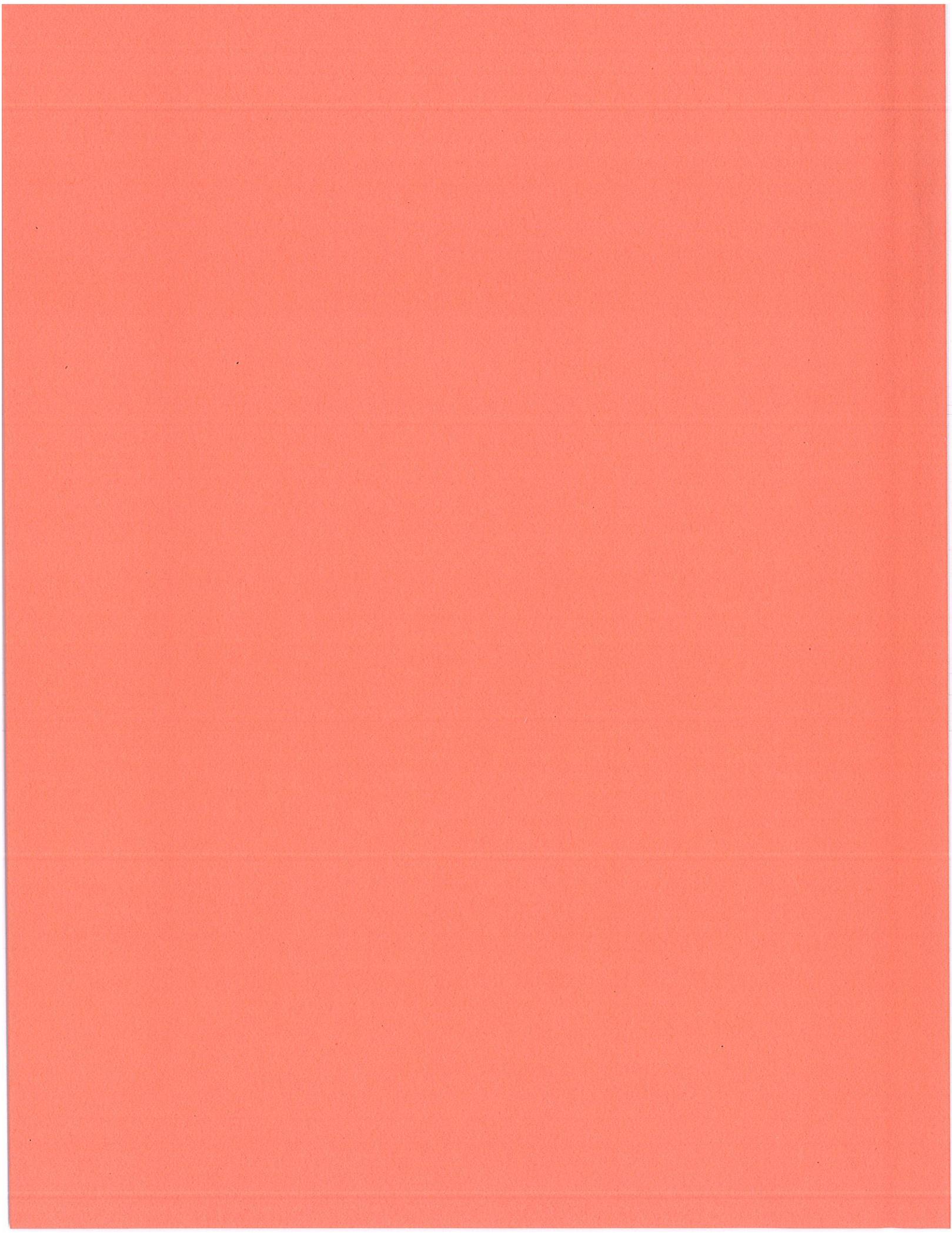


Weekly Management Report June 10, 2016

1. **Memo** - Metro Senior Pass Subsidy - Community Development Department
2. **Synopsis** - Sustainable Burbank Commission Meeting of June 6, 2016 - Public Works Department
3. **Notes** - City Notes, June 10, 2016 - City Manager



memorandum

DATE: June 3, 2016

TO: Ron Davis, Interim City Manager

FROM: Patrick Prescott, Community Development Director 
By: David L. Kriske, Assistant Community Development Director

SUBJECT: Metro Senior Pass Subsidy

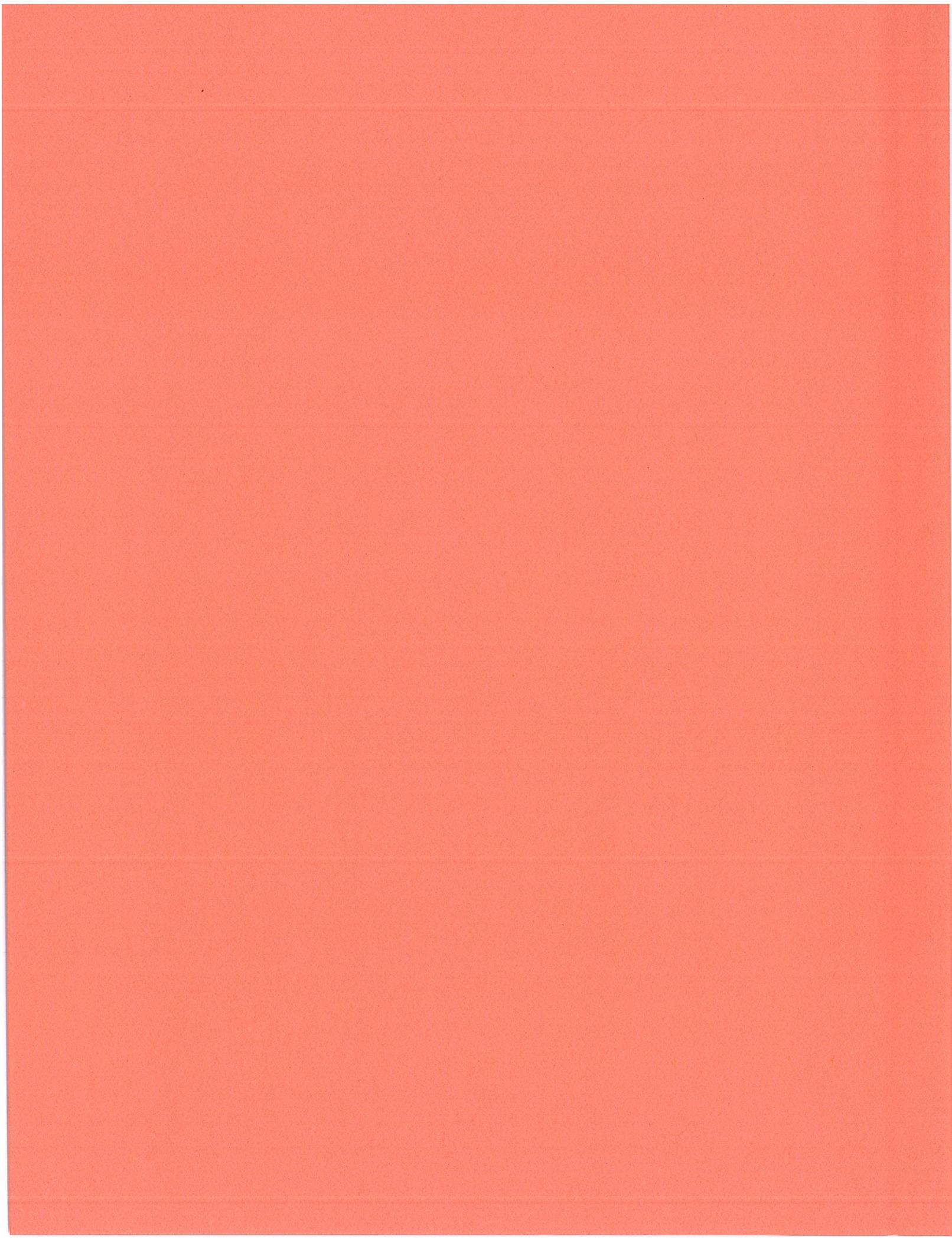
The Los Angeles County Metropolitan Transportation Authority (Metro) offers a 30-day Senior & Disabled Pass at a discounted price of \$20. This price is substantially cheaper than the regular price of \$100. At one time, the City used Metro Proposition A Local Return funds (Prop A funds) to further subsidize this pass for Burbank seniors by selling these already-discounted passes at half price (paying a \$7 subsidy on what was then a \$14 monthly pass). The City receives Prop A funds monthly as its share of one of three ½ cent sales tax programs in Los Angeles County that fund transportation services. The City uses Prop A funds primarily to fund the Senior & Disabled demand-responsive services and ongoing maintenance of the Downtown Burbank Metrolink Station.

Three years ago during the Fiscal Year (FY) 2013-2014 budget adoption process, Council directed staff to phase out the Senior Pass subsidy over a two-year period, and this subsidy was fully eliminated July 2014. Cancellation of the subsidy was one of many budget and service adjustments made several years ago to help to offset an ongoing structural deficit across all of the City's Local Return funds. While no longer subsidizing senior passes, the City continues to offer senior and disabled 30-day Transit Access Pass (TAP) holders the convenience of reloading passes for the full \$20 Metro discounted pass by visiting the Transportation Office at the Joslyn Senior Center. The City sells approximately 35 to 40 reloaded passes per month. This is significantly fewer passes than the 320 passes sold per month when the City offered the additional subsidy. The proposed change in the FY 2016-17 Budget reflects the reduced annual funding needed to offer this Senior TAP pass reload service because fewer Burbank residents buy their passes at the Joslyn Center.

Implementing a new local Senior Pass subsidy program could increase Prop A expenditures by up to \$30,000, not including additional staff administrative costs to administer more pass transactions and to validate customers as Burbank residents (only Burbank residents were offered the previous subsidy). This program would reduce the Local Return funds available to support other transportation programs and services. For example while Prop A fund balances are healthier than they were several years ago, a structural deficit continues to exist in Prop C funds, and Measure R Local

Return funds are currently being used to offset this deficit. If Council re-implemented a senior pass subsidy, the funds from other Local Return programs would be reduced. Prop A, C, and Measure R Local Return funds a variety of other Council transportation programs including BurbankBus fixed route and senior/disabled transit as well as street repair.

While the City of Burbank no longer offers a local Senior TAP Pass subsidy, Burbank residents are now eligible to participate in a Metro subsidy program that provides a similar discount. The Metro Rider Relief program (https://www.metro.net/projects/rider_relief/) provides a \$6 subsidy off the already discounted \$20 Senior 30-day pass. This program is available to low income senior and disabled residents. Local non-profit agencies administer the program and conduct the means testing to determine eligibility. Burbank residents became eligible for this Metro subsidy program when the City eliminated its own subsidy program. Given that Metro offers the very similar Rider Relief program, Staff does not recommend introducing a new senior pass subsidy program.



SUSTAINABLE BURBANK COMMISSION
June 6, 2016

SYNOPSIS OF ITEMS ARE IN BOXES BELOW

I. BURBANK GREEN SPOTLIGHT AWARD PRESENTATION:

Ms. Hadian informed the group that the Burbank Unified School District (BUSD) is the June Green Spotlight Award recipient for its solar panel project. The solar photovoltaic panels generate renewable energy, provide shade for parking lots and playground areas, reduce the BUSD's carbon footprint, and reduce increasing utility costs. Ms. Hadian provided photos of the solar panels installed at Washington Elementary, Emerson Elementary, Jordan Middle School, Luther Middle School, and the District Service Center building. The Commission congratulated Mr. Clarke, who accepted the award on behalf of the BUSD.

II. ORAL COMMUNICATIONS:

A. Public Communication: None

B. Commission Member Communication:

Mr. Newhoff reported that the City of Detroit has a new company that is recruiting laid-off and retired autoworkers based on the Massachusetts Plan concept. Mr. Newhoff hopes Burbank implements the same concept in the future to promote a good business environment.

Mr. Hagobian reported that he attended Burbank on Parade but was unable to volunteer for Earth Day as he could not locate the booth.

Ms. Springer reported that Burbank Water and Power Board met on June 2, 2016. The Board received an update on the Recycled Water Master Plan and information on the Compressed Air Energy Storage pilot program. The Board recommended the renewal of the Hoover Dam service contract and agreement.

Ms. Eaton stated that the Planning Board's agenda for Monday, July 11, 2016, includes an item regarding the Burbank Airport. Ms. Eaton encouraged Commissioners to attend.

C. Staff Communication:

Kreigh Hampel, Recycling Coordinator, Public Works, reported that the Recycle Center hosted a food waste workshop. The workshop provided information on Agenda Bill 1826 (AB 1826), landfill organic waste, organic waste recycling, and food packaging and composting.

Mr. Roesner stated that Costco has new bins for recyclable waste and hopes to see more of these containers in Burbank.

III. APPROVAL OF MINUTES:

Mr. Smith moved and Ms. Gamiño seconded, to approve the April 18, 2016, minutes. The minutes were approved by all present with one abstention. Mr. Newhoff abstained.

IV. BURBANK WATER AND POWER (BWP) RECYCLED WATER PRESENTATION:

At its April 18, 2016, meeting, the Commissioners agreed to invite staff from BWP to provide a presentation on the City's recycled water program. The Commission may ask questions, engage in discussion, and provide feedback

Matt Elsner, Principal Civil Engineer, BWP, provided an update on the Recycled Water Master Plan (RWMP). Mr. Elsner provided information on the process of recycling water, uses of recycled water, benefits of recycled water, expansion of the recycled water distribution system, the progress of recycled water conversion, and recycled water sales potential. The group engaged in discussion, asked questions of staff, and provided feedback.

V. STATEWIDE REFERENDUM TO OVERTURN BAN ON SINGLE-USE PLASTIC BAGS:

A challenge to a state law regarding single-use plastic bags previously approved by the Legislature and Governor has qualified for the November 8, 2016, statewide ballot. At its March 21, 2016, meeting, the Commissioners agreed to review the information from the Secretary of State and invite a Los Angeles County staff member to provide a presentation on the statewide referendum. The Commission may ask questions, provide feedback, or entertain a motion to make a recommendation to City Council regarding this matter.

Staff from the Los Angeles County Public Works Department provided an overview of the County of Los Angeles Carryout Bag Ordinance. The Commissioners asked questions and discussed possibly entertaining a motion to make a recommendation to City Council to support a plastic bag ban in Burbank. Council Member Frutos stated that the Council agreed to wait for the outcome of the statewide referendum, but suggested that the Commissioners draft a letter to Mayor Talamantes. Mary Riley, Senior Assistant City Attorney, stated that the statewide law banning single-use plastic bags has been suspended due to the referendum. Ms. Riley suggested that the Commission wait until the November ballot language is drafted before making any recommendations to Council.

The Commissioners agreed to table this item and place it on a future meeting agenda. Staff will inform the group when the statewide ballot measure language is finalized.

VI. BURBANK GREEN SPOTLIGHT AWARD PRESENTATION:

At its March 21, 2016, meeting, the Commissioners agreed to continue reviewing and evaluating the process and procedures for choosing future Green Spotlight Award recipients. The Commissioners may ask questions of staff and entertain a motion regarding this item.

The Commissioners discussed the current process and procedures for choosing Green Spotlight Award recipients. The group agreed to form an ad hoc subcommittee to formalize a concept for the Award.

Mr. Smith moved and Mr. Hagobian seconded, to form an ad hoc subcommittee to investigate sponsorship and format of the Burbank Green Spotlight Award. The motion was approved by Mr. Dunigan, Ms. Gamifio, Ms. Hadian, Mr. Hagobian, and Mr. Roesner. Mr. Newhoff left the meeting early and did not vote on this item.

VII. AD HOC MOBILITY AND URBAN DESIGN SUBCOMMITTEE REPORT:

At its July 20, 2015, meeting, the Commission agreed to form the ad hoc Mobility and Urban Design Subcommittee to discuss the bicycle plan, the network of bikeways, public transportation, and pedestrian corridors as they relate to sustainability in the community. The ad hoc subcommittee will provide the Commission with an update on the group's progress and proposed future direction for discussion and Commission direction.

The Subcommittee had no items to report.

VIII. 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:

- Tour of the Burbank operable unit and valley pumping plant

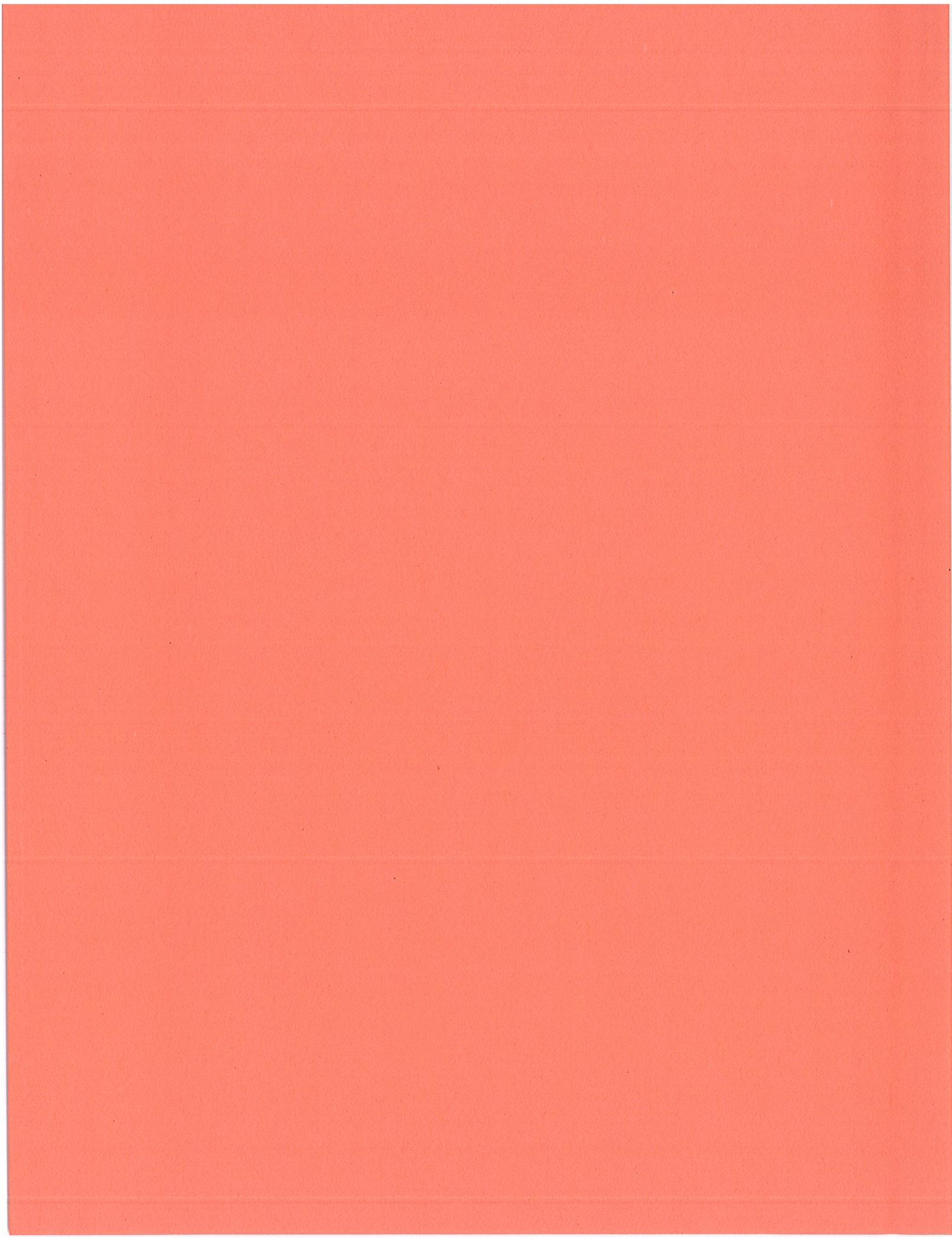
IX. BURBANK GREEN SPOTLIGHT AWARD:

The Commission will select one of its members to identify a Burbank Green Spotlight Award winner for the next regularly scheduled meeting.

Ms. Springer volunteered to choose the July 2016 Green Spotlight recipient.

X. ADJOURNMENT:

The meeting was adjourned at 6:44 p.m.



Important Updates for the Burbank City Council

June 10, 2016

Memorial Day Ceremony



More than 500 community members gathered at McCambridge Park for the Burbank Memorial Day Ceremony on Monday, May 30. The annual event, hosted by the Burbank Parks and Recreation Department and Burbank Veterans Committee, included a flyover by the Condor Squadron, the National Anthem sung by Ms. Anna Brown of John Burroughs High School, and remarks from U.S. Representative Adam Schiff and State Senator Carol Liu. Mayor Jess Talamantes welcomed home Airman Ryan Christofferson of the United States Navy with a special presentation honoring his service. Emcee and Veteran Committee Chair Mickey DePalo concluded the

event with a beautiful poem, reminding those in attendance of the true meaning of Memorial Day.

Extrication Seminar

The Burbank Fire Department hosted an "Extrication Seminar" for twenty UCLA medical residents at the Fire Training Center on Tuesday, May 31. The residents are currently on staff in the UCLA Emergency Department. This was an opportunity for the residents to interact with a municipal fire department to get a real world perspective on pre-hospital care in the field setting. The focus of the training curriculum and field exercise was to enhance their understanding of the Fire Department's role on an emergency scene, during the extrication/rescue process, and the treatment and transportation of trauma victims.

Leland Way Landscaping Project Community Meeting

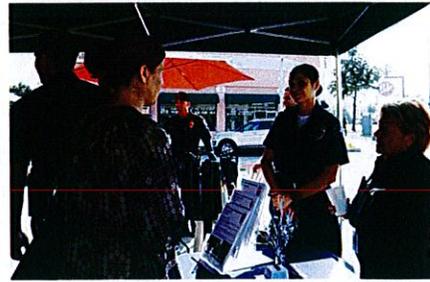
The CDD Transportation Division staff hosted a community meeting for the Leland Way Landscape project on Thursday, June 2, which was attended by approximately ten residents as well as Mayor Jess Talamantes and Vice-Mayor Will Rogers. The purpose of the project is to provide additional landscaping along a new sound wall built along Leland Way as part of the Interstate 5 Empire Interchange project. The project, funded by Metro Measure R funds, would improve aesthetics by providing additional trees and shrubs along the new sound wall.



At the community meeting, held at the corner of Leland Way and University Avenue, City staff presented design alternatives for the landscaping, and discussed potential street configurations that would provide the most landscaping while preserving vehicle circulation, parking, and emergency access. Residents were able to walk the street with the City's consultants to identify concerns and envision possible landscaping treatments. Based on initial feedback, residents expressed a preference for making the temporary one-way operation of the street permanent, which would calm traffic and maximize the landscaped area. They supported design of a two-way painted cycle track that would provide recreational bicycle and walking opportunities on Leland while preserving access for emergency vehicles. Residents also provided initial input on tree types and sizes to screen the wall. Staff will use this feedback to proceed with design of the landscaping and return for another community meeting in late summer.

Coffee with a Cop

The Burbank Police Department and Burbank Police Foundation co-hosted a "Coffee with a Cop" event at Priscilla's Gourmet Coffee and Tea on Tuesday, June 1. Priscilla's provided a free cup of coffee for several members of the community who shared concerns about the neighborhood or who just wanted to chat with personnel. Special thanks to the Burbank Police Foundation and to Priscilla's for making this event a success.



Burbank Welcomes Sister City Visitors



The Burbank Sister City Committee will welcome a delegation from Sister City Incheon, Korea, from June 21 – July 5. The ten students and two chaperones will stay with host families in Burbank and experience many aspects of American life, from a trip to Universal Studios to Fourth of July fireworks at the Starlight Bowl. The students will visit a City Council meeting on Tuesday, June 21, and will later tour City Hall and the Police and Fire Departments. City officials are invited to participate in the Exchange Picnic on Monday, June 27, and the

Farewell Dinner on Sunday, July 3. Burbank's own delegation of students is traveling to Sister City Ota, Japan, in July and will report to City Council on their experiences later in the summer.

Happy Birthday Birdie!

Station 11 hosted a station visit for a local family who was celebrating the one-year birthday for their daughter "Birdie." Birdie is special to the Burbank Fire Department family as she was delivered by Fire Engineer/Paramedic Andrew Chest. She is a beautiful addition to her family as the youngest child with three older brothers.



Urban Press Winery

Urban Press Winery is a boutique producer of unique and limited batches of artisanal wines. Giovanni Dandrea, owner of Urban Press Winery, approached Economic Development staff back in February 2016 with the concept of creating a wine tasting room in Burbank. Staff met with Mr. Dandrea to discuss the goal of his proposed business and find a location that would be the best fit for his concept. The Tasting Room by Urban Press Winery is a unique wine tasting establishment that aims to provide the visitor with the true wine tasting experience. Visitors can sample and purchase wines produced by Urban Press Winery while learning about how the grapes were grown, where they came from, and how to best pair them with different foods. Staff assisted Mr. Dandrea in finding a location in Downtown Burbank at 316 N. San Fernando. Downtown Burbank is an ideal location for this concept because it is an established vibrant destination with a built in visitor base. The Tasting Room will create a new and exciting concept for Downtown Burbank while elevating its profile, it will also act as a catalyst for restaurants in the area encouraging patrons to buy food from near-by restaurants to bring back and enjoy with their favorite wine. The CUP process is currently underway and staff estimates that the project will go to Planning Board for their consideration in August 2016.