Weekly Management Report
September 9, 2016

1.	**Memo**	Metro North Hollywood to Pasadena Bus Rapid Transit Corridor Technical Study Alignment Maps Community Development Department
2.	**Memo**	Roller Hockey Update Parks and Recreation Department
3.	**Synopsis**	Civil Service Board Meeting of September 7, 2016 Management Services Department

city of burbank
community development department

memorandum

DATE: September 7, 2016

TO: Ron Davis, City Manager

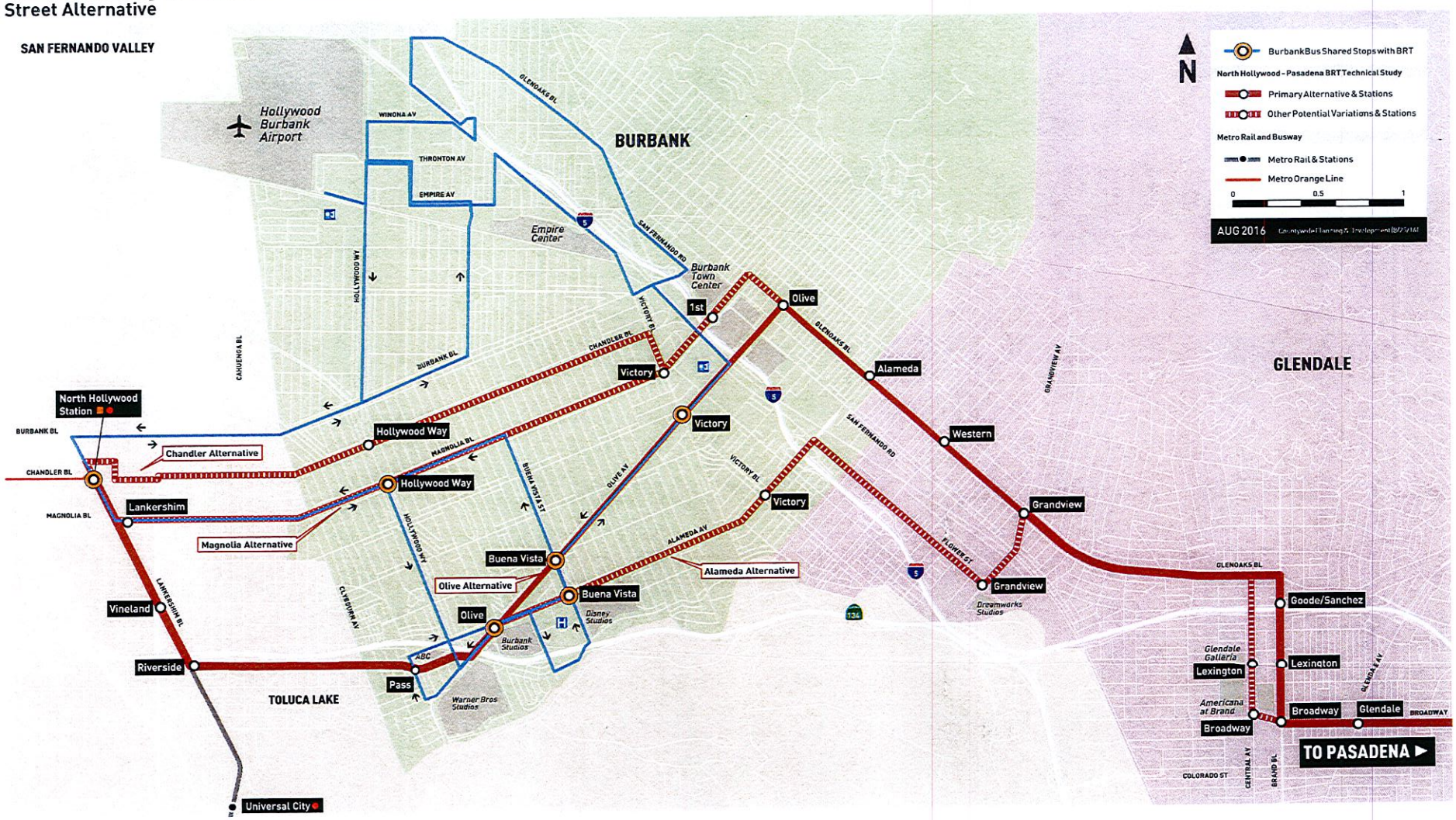
FROM: Patrick Prescott, Community Development Director

SUBJECT: **Metro North Hollywood to Pasadena BRT Corridor Technical Study Alignment Maps**

At the August 16, 2016 City Council meeting, the City Council requested that Metro provide more detailed alignment maps for the corridors under study as part of Metro's North Hollywood to Pasadena Bus Rapid Transit Corridor Technical Study. They also requested that these maps include an overlay showing how the alignments coincide with BurbankBus stops. Attached to this memo are two maps showing the "street-running" and "freeway-running" alignment alternatives.

North Hollywood to Pasadena BRT Corridor Technical Study

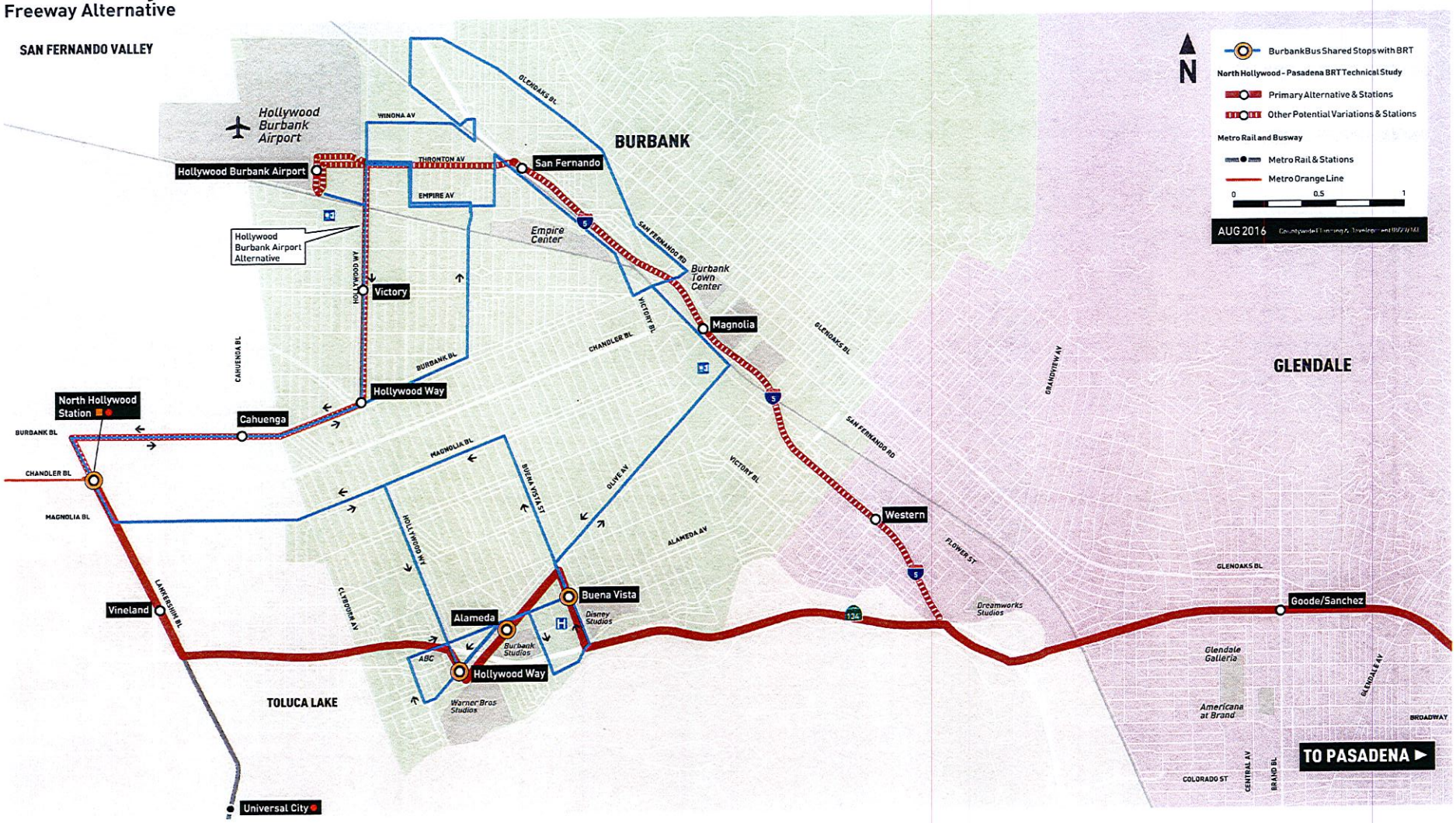
Street Alternative



Metro

North Hollywood to Pasadena BRT Corridor Technical Study

Freeway Alternative



Metro

city of burbank PARKS & RECREATION

PLAY
GROW
DISCOVER
COMMUNITY

Date: August 24, 2016

To: Ron Davis, City Manager

From: Judie Wilke, Parks and Recreation Director

Subject: **ROLLER HOCKEY UPDATE**

On June 21, 2016, Parks and Recreation staff met with Frank Dalessandro and his attorney James Morris (also a parent of a roller hockey participant), to discuss the ongoing operation of the Roller Hockey Facility at Ralph Foy Park. At that meeting Mr. Dalessandro informed staff that he had found a used roller hockey board system in New York identical to the City's system. Mr. Dalessandro offered to purchase this system and give the City boards as needed in exchange for the City allowing him to continue operating the rink through the end of the existing agreement term of June 2017.

With direction from the City Manager, and guidance from the City Attorney's Office and Management Services Department, the City is entering into a Tolling Agreement with Mr. Dalessandro. The Tolling Agreement holds the Termination Date pursuant to the Termination Letter, and specifies certain conditions for accepting the used boards such as:

- Boards must be inspected at Operator's expense by independent third party of the City's choice (manufacturer) to ensure they are structurally sound;
- Operator shall store the Used Boards at Operator's cost;
- Operator must provide replacement boards to City within reasonable time for the City to install them; and
- City could still terminate agreement at any time should the City determine the facility may no longer be operated in a safe condition, since the Termination Date noted in the Termination Letter will still be in effect.

By entering into the Tolling Agreement, the City is able to continue offering roller hockey through June 2017 with the existing operator. As such, there will be no interruption in programming. With 10 months left in the current agreement, it is not prudent to negotiate a new agreement with Mr. Dalessandro at this time. Although the Tolling Agreement does not change the existing payment terms, as this requires an amendment to the existing agreement, staff is working on a Request for Proposal process which will include a new agreement with more favorable terms for the City, including but not limited to: a revenue sharing payment structure, capital investment toward a new rink, and oversight of maintenance. The RFP process will be completed prior to June 2017

CITY OF BURBANK
CIVIL SERVICE BOARD

NOTICE

The regular meeting of the Civil Service Board will be held on **September 7, 2016** at **4:30 p.m.** in the **City Hall Council Chambers – 275 East Olive Avenue.** Support documents of items on this Agenda may be obtained from the Management Services Department or by visiting the City's website at www.burbankca.gov. The agenda shall include information regarding how, to whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting.

AGENDA

1. **Roll Call**

2. **Additional Agenda Items** — **None**

3. **Open Public Comment Period of Oral Communications** — **None**

   OVERVIEW: During this period of Oral Communications, the public may comment on any matter concerning Civil Service business, and/or any items on the agenda.

4. **Approval of Minutes** — **Approved 3-0 Mr. Doyle and Ms. Waltman abstained**

   OVERVIEW: Regular meeting of August 3, 2016.

   RECOMMENDATION: Approve as submitted.

5. **Proposed Amendments to Classification and Pay Plan** — **None**

   None

6. **Recruitment and Selection Report – August 2016** — **Note and File**

   OVERVIEW: The Recruitment and Selection Report is submitted to the Board to reflect the activity occurring during a specified month in the Recruitment and Selection section of the Management Services Department–Human Resources Division.

Agenda Posted: September 2, 2016

RECOMMENDATION: Note and file.

8. **Appointments and Assignments**

Approved 5-0

OVERVIEW: For the month of September 2016, there is one temporary appointment and three temporary assignment extensions needed. The extensions are being sought on behalf of the Burbank Water and Power Department, the Information Technology Department, and the Public Works Department.

RECOMMENDATION: Discuss and approve.

9. **Adjournment**

If you have any questions about any matter on the agenda, please call the Management Services Department at (818) 238-5026. This facility is disabled accessible. Auxiliary aids and services are available for individuals with speech, vision or hearing impairments (advanced notice is required). Please contact the ADA Coordinator at (818) 238-5424 voice or (818) 238-5035 TDD with questions or concerns.