Weekly Management Report
May 18, 2018

1. **Synopsis** Art in Public Places
   May 7, 2018
   Parks and Recreation Department

2. **Notice** Cancellation Notice of the Regular Meeting
   Monday, May 21, 2018
   Burbank-Glendale-Pasadena Airport Authority

3. **Synopsis** Parks and Recreation Board
   May 10, 2018
   Parks and Recreation Department

CITY OF BURBANK

PARKS AND RECREATION
ANNOTATED AGENDA/MEETING SUMMARY

Meeting: *Art in Public Places* **Date:** *5-7-18*

Members Present: Dink O'Neal, Robert Brody, Gordon Haines, Kat Olson, Diane Eaton, Carolyn Jackson

Members Absent: Carole Kubasak

Staff Present: Judie Wilke – Parks and Recreation Director, Marisa Garcia – Assistant Parks and Recreation Director, Paula Ohan-Administrative Analyst, Daniel Amaya – Clerical Worker

Council Liaison Present: *none*

Item Discussed		Summary	Direction or Action, if any
1	PUBLIC ART FINANCIALS AND DEFERRED ART PROJECTS UPDATE	Marisa Garcia provided members with an update on the status of current deferred art projects. She also provided an updated on the current Public Art Fund balance. She reminded the Committee that monies can only be spent with City Council's approval for public art projects including maintenance. Members raised questions and discussed further.	None
2	FIVE-YEAR PUBLIC ART STATUS	Ms. Garcia provided members with a chart to represent public art projects within the past five years. She explained that of the thirteen art projects, eight installed on-site art totaling $1,463,291.17 and five paid into the Fund directly totaling $268,271.34.Ms. Garcia emphasized that most developers opt to provide on-site art. Members discussed and provided questions of individual projects.	None

3	MURALS AS PUBLIC ART	Ms. Garcia provided members with an update on the potential mural project in the McCambridge Recreation Center. Ms. Garcia advised the members that Mr. DePalo did not have a preference to replicate the old mural. Members discussed further on several options to continue forward with this project.	It was moved by Mr. O'Neal, seconded by Ms. Jackson, and carried (6-0) to agendize this item for a future meeting.
4	ART IN PLACES ORDINANCE	Ms. Garcia updated the Committee on the status of the revised Art in Public Places ordinance. She advised that Staff is continuing to work with the Community Development Department and the City Attorney's Office on the proposed revisions. Ms. Garcia advised members that Staff would provide an update at the next scheduled meeting.	None

May 17, 2018

CANCELLATION NOTICE OF THE REGULAR MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that the regular meeting of the Burbank-Glendale-Pasadena Airport Authority scheduled for Monday, May 21, 2018, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 Hollywood Way, Burbank, California 91505, has been canceled.

Terri Williams, Board Secretary
Burbank-Glendale-Pasadena Airport Authority

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CITY OF BURBANK

PARKS AND RECREATION
ANNOTATED AGENDA/MEETING SUMMARY

Meeting: Parks and Recreation Board

Date: Thursday, May 10, 2018

Staff Present: Judie Wilke, Parks and Recreation Director; Marisa Garcia, Assistant Parks and Recreation Director; Kristen Smith, Deputy Director; Erin Barrows; Recreation Manager; Grace Coronado, Senior Administrative Analyst; Kristen Hauptli, Administrative Analyst I; Kim Freed, Recreation Supervisor; Jon McGinley, Recreation Supervisor; Elisa Accardi-Harrison, Recreation Coordinator; Jason Dyer, Recreation Coordinator; and Patricia Molinar, Recording Secretary.

Board Members Present: Ms. Jackson, Ms. Lowers, Ms. Burghdorf, and Mr. DePalo.

Board Members Absent: Mr. Gussow

Item Discussed		Summary	Direction or Action, if any
1	Announcements	Ms. Freed announced the Department's upcoming activities and events.	
2	Recognitions	Ms. Jackson and Ms. Hauptli presented certificates of recognition to this year's graduates of the Residents Inspiring Service and Empowerment Program (RISE). RISE graduates coordinated a very successful Dig Burbank event at Izay Park with over 200 people in attendance. Ms. Jackson and Ms. Accardi-Harrison presented certificates of recognition to the South Hills Church and their community outreach group "Love the 818" for volunteering 120 hours to maintain Johnny Carson Park's stream bed free from invasive plants. Ms. Jackson and Mr. McGinley presented certificates of recognition to three City youth basketball teams members and coaches whose winning seasons led them to participate in the Southern California Municipal Athletic Federation (SCMAF) championships. • FAB - 5th & 6th Grade Girls Team, First Place • Raptors - 3rd & 4th Grade Team , Second Place • Raptors - 5th & 6th Grade Team, First Place	
3	Oral Communications	None.	
4	Response To Oral Communications	None.	

5	Written Communications	None.	
6	Park Board Comments	Mr. DePalo and Ms. Jackson acknowledged the South Hills Church volunteer efforts at the Care Walk event and their continued support to Family Promise.	
7	Budget Update Fiscal Year 2018-2019	Ms. Coronado provided the Board with an update of the upcoming budget. As the Board had been previously informed, the Department submitted a status quo operating budget. In addition, the Department submitted a Material and Supplies Request for $11,778, a Capital Outlays request for $75,213, (partial revenue offset) and a New Program request for $25,875 (revenue offset). City Council is expected to adopt the 2018-2019 budget on May 22. Ms. Garcia updated the Board on Capital Improvement Projects (CIP) for the Fiscal Year 2018-2019. No new funding was requested for large CIP; the Department will focus on completing ongoing projects such as the Community Garden, renovation of the War Memorial, and completion of park renovations. Funding was requested for small CIP, including $50,000 for drinking fountain replacements, $10,000 for installation of shade structure bleachers over ball fields, $10,000 for resurfacing of gym floors, and $14,700 for fiber optics for Starlight Bowl and the Nature Center. Ms. Garcia took the opportunity to update the Board on the progress of the park and facilities renovations. Verdugo Park and Earthwalk have been completed. Mountain View Park will be completed Mid-May. Foy, Vickroy, and Lincoln, and Maxam parks will be completed in June. The restrooms at Verdugo, Valley, and Brace Park will be completed by the end of May.	Noted and Filed.
8	Parks and Recreation Calendar of Board Meetings	Ms. Garcia invited the Board to discuss whether they wanted two dark Park Board meeting months. She noted normally the Board has gone dark in July and December.	It was moved by Mr. DePalo, seconded by Ms. Burghdorf and carried 4-0 to "go dark in July and December."
9	Consent Calendar	<u>Approval of Minutes</u> Minutes of the April 12, 2018 meeting were approved. <u>Park Board Facility Tour</u> Noted and Filed.	It was moved by Ms. Jackson seconded by Mr. DePalo and carried 4-0 "to approve the Consent Calendar minus the Roller Hockey Update Report."

		Burbank Program, Activity and Service Subsidy (Burbank PASS) Six-Month Update Noted and Filed. City Council Agenda Items Update Noted and Filed. Contract Compliance Noted and Filed. Park Patrol Report for April 2018 Noted and Filed. Departmental Operations Update Noted and Filed.	
10	Roller Hockey Update Report	Ms. Garcia provided an update on the current Roller Hockey operations.	Noted and Filed.
11	Tabled Items	None.	
12	Second Period of Oral Communications	None.	
13	Response to Second Period of Oral Communications	None.	
14	Additional Comments from the Board	Mr. DePalo thanked staff for a wonderful dedication ceremony at the Betsy Lueke Creative Art Center. Ms. Jackson and Mr. DePalo attended the Pickleball Ribbon Cutting Ceremony at Larry L. Maxam Park. Ms. Burghdorf expressed the enthusiasm of the Burbank Airport in hosting the RISE participants. Ms. Lowers recognized the Burbank Noon Rotary and Burbank Sunrise Rotary Service Clubs for securing a grant to purchase the mini-library stations which will be located in four City parks.	
15	Introduction of New Agenda Items	None.	
16	Adjournment	The meeting was adjourned at 7:21 p.m.	