

## Weekly Management Report December 9, 2022

1. Memo

**Burbank Hospitality Association Meeting** 

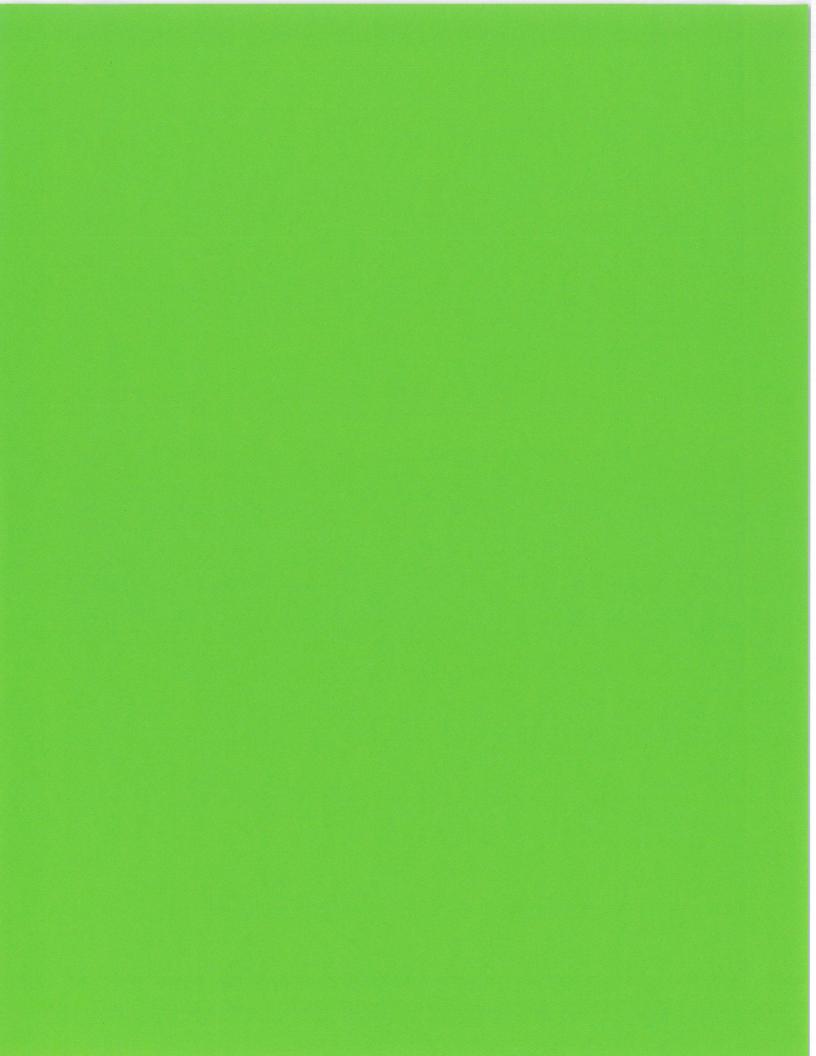
on October 19, 2022

**Community Development Department** 

2. Memo

Police Department Donation

**Police Department** 



## MEMORANDUM





DATE:

November 29, 2022

TO:

Justin Hess, City Manager

FROM:

Patrick Prescott, Community Development Director

VIA: Simone McFarland, Asst. Community Development Director

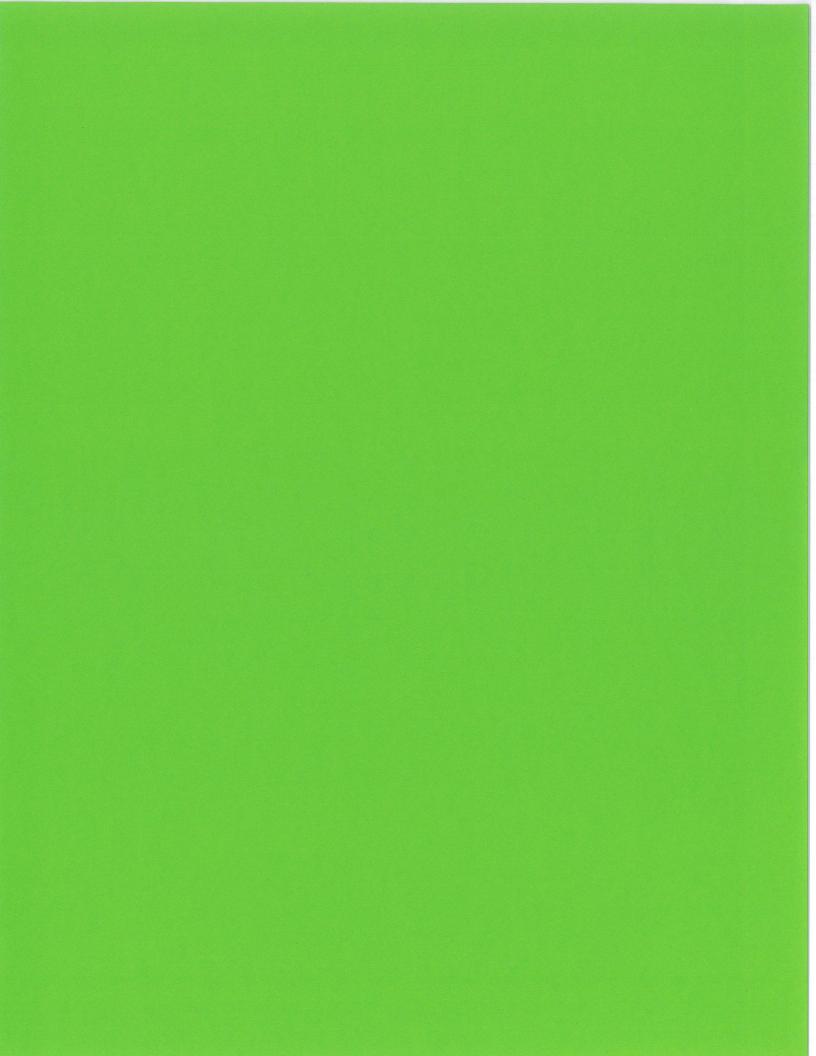
Mary Hamzoian, Economic Development Manager

BY: Megan Anghel, Administrative Analyst I

SUBJECT: Burbank Hospitality Association Meeting – October 19, 2022

The Burbank Hospitality Board approved \$50,000 worth of sponsorships for the following events:

- MUSEXPO/ A&R Worldwide (MUSEXPO) MUSEXPO for March 19-22. 2023, is an international music business event that is renowned worldwide for its innovation, influencer participation, creativity, and premiere artist showcasing opportunities. The Board recommended approving \$20,000 sponsorship for this event.
- CTN animation eXpo (CTNX) CTNX 2022 set for November 17-20. 2022. continues to bring awareness of the animation community to the City for the past 13 years. The Board recommended approving \$20,000 for this event with the opportunity to receive an additional \$10,000 in funding if the event producer creates quarterly animation-related events throughout the year.
- Burbank International Film Festival (BIFF) BIFF set for September 21-24, 2023, will showcase over 130 films from around the world and will host activities and events throughout the year. The Board recommended approving \$10,000 for this event.



## **MEMORANDUM**



**DATE:** December 2, 2022

TO: Jess A. Talamantes, Mayor

Konstantine Anthony, Vice Mayor Bob Frutos, Council Member Sharon Springer, Council Member Nick Schultz, Council Member Krystle Palmer, City Treasurer Justin Hess, City Manager

Jennifer Becker, Financial Services Director

FROM: Michael Albanese, Chief of Police

**SUBJECT:** Police Department Donation

The Police Department recently received a generous \$500.00 donation from Burbank community members Edward and Carol Lehigh. This donation will be used towards the Department's facilitation of community events and our on-going outreach and education efforts with Burbank youth.

In accordance with City Administrative Procedure VI-12, Contribution of Merchandise or Money to City Departments, attached is a copy of the Department's thank you letter for this donation.

I also conducted a personalized phone call to Mr. and Ms. Lehigh to thank them for their donation and support of the Police Department.



## **BURBANK POLICE DEPARTMENT**

Michael Albanese, Chief of Police
200 North Third Street, Burbank, California 91502-1201
www.burbankpd.org

December 2, 2022

Mr. Edward Lehigh and Ms. Carol Lehigh 1432 N. Niagara Street Burbank, CA 91505

Dear Mr. and Ms. Lehigh,

On behalf of the Burbank Police Department, please accept our sincere gratitude for your generous donation of \$500. The City of Burbank Police Department is committed to our mission of protecting life and property, providing professional police services, and working in partnership with our community. The Department strives to engage and enhance relationships with all members of the community, and to contribute to providing an unparalleled quality of life for all residents of Burbank.

With your generous donation, we will continue to make a difference through facilitating of a variety of community-based events and conducting outreach and education with Burbank youth. Thank you for your support of the Burbank Police Department and your commitment to the Burbank community.

Michael Albanese Chief of Police

Cc: Jess A. Talamantes, Mayor

Konstantine Anthony, Vice Mayor Sharon Springer, Council Member Bob Frutos, Council Member Nick Schultz, Council Member Krystle Palmer, City Treasurer Justin Hess, City Manager

Jennifer Becker, Financial Services Director