

Weekly Management Report

September 22, 2023

- 1. Minutes** Infrastructure Oversight Board
Meeting on August 24, 2023
Public Works Department
- 2. Synopsis** Transportation Commission
Meeting on July 17, 2023
Community Development Department
- 3. Synopsis** Transportation Commission
Meeting on August 21, 2023
Community Development Department



CITY OF BURBANK
Infrastructure Oversight Board
Regular Meeting Minutes
August 24, 2023

A regular meeting of the Infrastructure Oversight Board (IOB) was held in Room 104 of the Community Services Building, 150 North Third Street, on the above date. Ken Berkman, Public Works Director, called the meeting to order at 6:00 p.m.

ROLL CALL

Present: Maria Coronado; Armen Avazian, Shaunt Kodaverdian, Jean Schanberger, Linda Bessin, Colin Hoffmeister

Absent: Jenna Hunter

Also Present: Ken Berkman, Public Works Director
Kane Thuyen, Senior Assistant City Attorney
Martha Ruiz, Recording Secretary

ANNOUNCEMENTS

None.

PUBLIC COMMENT

None.

BOARD MEMBER RESPONSE TO PUBLIC COMMENTS

None.

CONSENT CALENDAR

1. Approval of Minutes of IOB Meetings held June 22, 2023

It was moved by Board Member Maria Coronado and seconded by Board Member Armen Avazian to approve the minutes of June 22, 2023. Given the turnover of the Board's membership, Members Coronado and Avazian were the only attendees at the June meeting. Thus, with the concurrence of Senior Assistant City Attorney Kane Thuyen, the motion carried unanimously.

REPORTS TO BOARD

1. New Member Introductions and Brief Overview of Powers and Duties Under BMC
Staff and Board Members introduced themselves. Staff presented an overview of the powers and duties to the members.

Board Members discussed and asked questions regarding their powers and duties, how projects are funded, and the type of projects that will be presented to the IOB.

Staff advised that the projects under the Board's purview are funded only by non-enterprise and Measure P funds. It was noted that the IOB can expect to review projects that pertain to streets and sidewalks, facilities, parks and recreation, and traffic and transportation. Staff will also present updates on ongoing projects throughout the year.

2. Election of Officers

Board members appointed Maria Coronado as Chair and Armen Avazian as Vice Chair.

INTRODUCTION OF ADDITIONAL AGENDA ITEMS

1. Change the start time of the IOB meeting.

PENDING AGENDA ITEMS

1. September

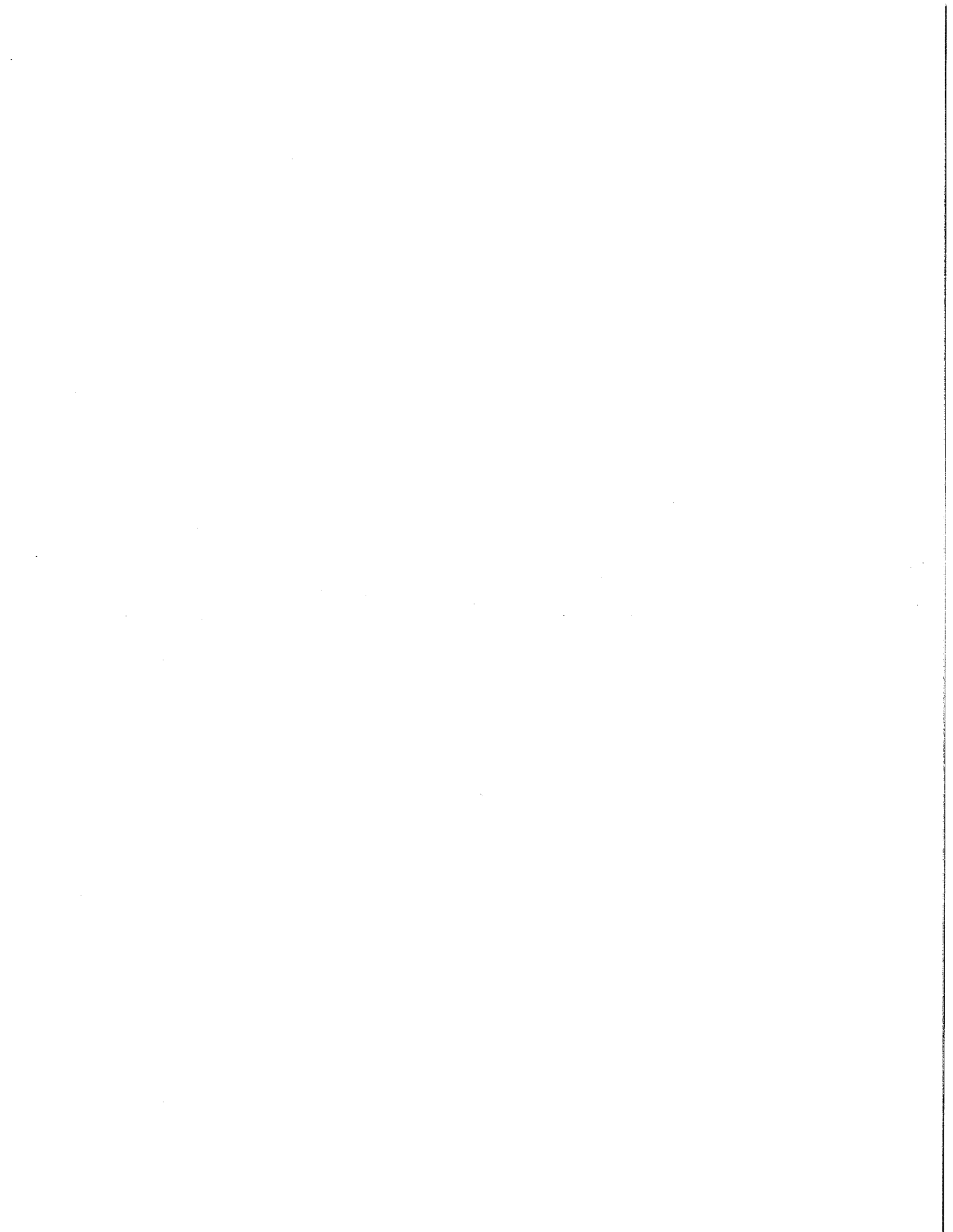
- a. Metro North Hollywood to Pasadena Bus Rapid Transit (BRT) Project Update
- b. Update on the Golden State Specific Plan

ADJOURNMENT

The meeting adjourned at 6:42 p.m. The next meeting will be held on Thursday, September 28, 2023, at 6:00 p.m., in Room 104 of the Community Services Building.

Respectfully submitted,

Martha Ruiz
Infrastructure Oversight Board – Recording Secretary
Public Works – Senior Clerk



MEMORANDUM



COMMUNITY DEVELOPMENT

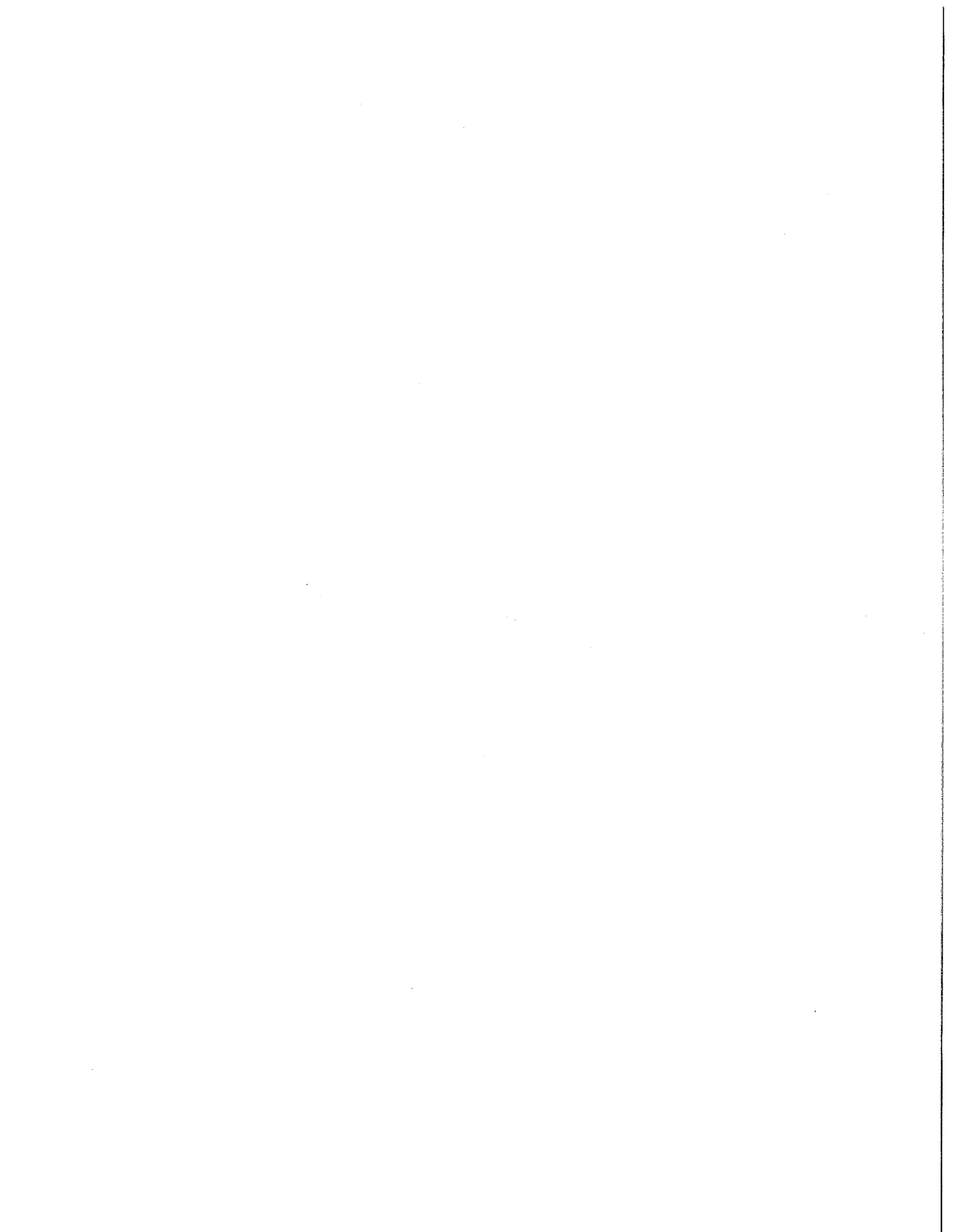
DATE: July 18, 2023

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director *DCE FOR PP*
VIA: David Kriske, Assistant Community Development Director –
Transportation *DCE*
BY: Nick Burant, Administrative Analyst

SUBJECT: Transportation Commission Meeting Synopsis – July 17, 2023

- Transportation staff presented the final design plans of Phase One of the San Fernando Boulevard Reconfiguration Project, which will reconfigure San Fernando Boulevard to one-way northbound vehicle operation between Olive Avenue and Magnolia Boulevard.
- The Commission provided the following feedback and suggestions on the project:
 - Discuss the newly constructed open spaces with the Art in Public Places Committee to beautify the project. Commissioners also noted that while the project is a pilot, when implemented it should look as if it were permanent.
 - Keep both aesthetics and safety in mind in designing the Olive Avenue entrance to San Fernando Boulevard, particularly regarding large planters that may or may not be installed throughout the project area.
 - The Commission raised concerns over the cost of more permanent fixtures and the need to balance the aesthetics with cost considerations.
 - Install a “Bikes May Use Full Lane” sign at the Olive Avenue entrance.
 - Request data more frequently from the Police Department to improve staff’s analysis of the success of the project.
 - More bike racks should be made available, if possible.
 - The flexible loading and parking spaces.
- The Commission also inquired about the metrics that staff will use to evaluate the project. Staff indicated that the following metrics would be considered:
 - Levels of service for San Fernando Boulevard and nearby intersections
 - Crosswalk and yield compliance
 - Occurrences of illegal parking
 - Crash data
 - Observational crosswalk data
 - Interviews with businesses and customers
- The Commission requested an update after implementation. Staff indicated the Commission would hear an update after six months of implementation.



MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: August 22, 2023

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director *DLK FOR AP*
VIA: David Kriske, Assistant Community Development Director –
Transportation *DLK*
BY: Nick Burant, Administrative Analyst

SUBJECT: Transportation Commission Meeting Synopsis – August 21, 2023

- Eleven Burbank residents, and Commissioner Ehrhardt, speaking as a member of the public, voiced their opposition to the proposed Bob Hope Drive bicycle bridge over the Los Angeles River.
- Commissioner Lewis was elected Chair of the Commission. Commissioner Kalauskas was elected Vice Chair.
- Staff led a discussion on the pedestrian safety improvements identified for the Magnolia Park neighborhood that are included in the City's Complete Our Streets Plan. Staff reviewed two projects included in the Plan. The first is the Magnolia Boulevard Reconfiguration Project Phase 1 which is a mid-term (3-5 year) project to add four signalized intersections to all existing non-signalized intersections on Magnolia Boulevard between Catalina Street and Hollywood Way. The second is the Magnolia Boulevard Reconfiguration Project Phase 2 which is a long-term (20-year) project to reconfigure Magnolia Boulevard between Catalina Street and Hollywood Way to provide one travel lane in each direction and installation of median angled parking. Neither project is currently planned or funded. The Commission's discussion touched on:
 - How the proposed Noho-Pasadena BRT might divert traffic to Magnolia and if that might affect the viability of Phase 2 of the Magnolia pedestrian improvements.
 - How to better manage both traffic and pedestrians at the intersection of Magnolia and Hollywood Way, and possible public private partnerships to manage the high parking demand at that corner.
 - Potential funding sources for these projects.
 - Potential scramble or pedestrian only crosswalks.
 - A ban on right turns on red lights at certain intersections.
- Staff led a discussion on the City's curb parking management policies and programs for how curb parking spaces are managed in the City. The Commission discussed parking minimums, how installation of bike lanes conflict with parking, and employee parking in residential permit zones.