



Weekly Management Report

April 14, 2023

- 1. Notice** Burbank-Glendale-Pasadena Airport Authority Meeting on April 17, 2023
Burbank-Glendale-Pasadena Airport Authority

- 2. Memo** Recruitment Report – End of March 2023
Management Services Department

- 3. Minutes** Police Commission Meeting on March 15, 2023
Police Department

- 4. Memo** Downtown Burbank Partnership (PBID) Meeting on March 30, 2023
Community Development Department

- 5. Memo** Burbank Hospitality Association Meeting on April 13, 2023
Community Development Department

- 6. Minutes** Sustainable Burbank Commission Meeting on March 20, 2023
Public Works Department



April 13, 2023

CALL AND NOTICE OF A REGULAR MEETING
OF THE
BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

NOTICE is hereby given that a regular meeting of the Burbank-Glendale-Pasadena Airport Authority will be held on Monday, April 17, 2023, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, CA 91505.

In addition to attending the meeting in person, members of the public may observe the meeting telephonically and may offer comment in real time through the following number:

Dial In: (818) 862-3332

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

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Airport Skyroom

Regular Meeting of Monday, April 17, 2023

9:00 A.M.

The public comment period is the opportunity for members of the public to address the Commission on agenda items and on airport-related non-agenda matters that are within the Commission's subject matter jurisdiction. At the discretion of the presiding officer, public comment on an agenda item may be presented when that item is reached.



When in-person attendance or participation at meetings of the Commission is allowed, members of the public are requested to observe the following rules of decorum:

- *Turn off cellular telephones and pagers.*
- *Refrain from disorderly or boisterous conduct, including loud, threatening, profane, or abusive language, clapping, whistling, stamping, or other acts that disrupt or otherwise render unfeasible the orderly conduct of the meeting.*
- *If you desire to address the Commission during the public comment period, fill out a speaker request card and present it to the Board Secretary.*
- *Confine remarks to agenda items or to airport-related non-agenda matters that are within the Commission's subject matter jurisdiction.*
- *Limit comments to three minutes or to such other period of time as may be specified by the presiding officer.*



The following activities are prohibited:

- *Allocation of speaker time to another person.*
- *Video presentations requiring use of Authority equipment.*



Any disclosable public records related to an open session item on a regular meeting agenda and distributed by the Authority to the Commission less than 72 hours prior to that meeting are available for public inspection at Hollywood Burbank Airport (2627 N. Hollywood Way, Burbank) in the administrative office during normal business hours.



In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to attend or participate in this meeting, including auxiliary aids or services, please call the Board Secretary at (818) 840-8840 at least 48 hours prior to the meeting.

AGENDA

Monday, April 17, 2023

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT (Public comment will be limited to a total of 20 minutes at the beginning of the meeting and will continue at the conclusion of the meeting, if necessary. Comments are limited to 3 minutes each, and the Authority President may limit this time if reasonable under the circumstances.)
5. CONSENT CALENDAR (Includes Minutes. Items on the Consent Calendar are generally routine in nature and may be acted upon by one motion unless removed for separate consideration.)
 - a. Committee Minutes
(For Note and File)
 - 1) Operations and Development Committee
 - (i) February 6, 2023 **[See page 1]**
 - 2) Finance and Administration Committee
 - (i) March 24, 2023 **[See page 3]**
 - 3) Legal, Government and Environmental Affairs Committee
 - (i) March 6, 2023 **[See page 5]**
 - b. Commission Minutes
(For Approval)
 - 1) April 3, 2023 **[See page 7]**
 - c. Award of Professional Services Agreement
Art in Public Places – Regional Intermodal Transportation Center **[See page 13]**
6. PUBLIC HEARING
 - a. Replacement Passenger Terminal Design Concept Selection **[See page 15]**
7. ITEMS PULLED FROM CONSENT CALENDAR
8. EXECUTIVE DIRECTOR COMMENTS

9. COMMISSIONER COMMENTS

(Commissioners may make a brief announcement, make a brief report on their activities, and request an agenda item for a future meeting.)

10. PUBLIC COMMENT

11. ADJOURNMENT

COMMISSION NEWSLETTER

Monday, April 17, 2023

[Regarding agenda items]

5. CONSENT CALENDAR

(Consent Calendar items may be enacted by one motion. There will be no separate discussion on these items unless a Commissioner so requests, in which event the item will be removed from the Consent Calendar and considered in its normal sequence on the agenda.)

- a. COMMITTEE MINUTES. Approved minutes of the Operations and Development Committee meeting of February 6, 2023; approved minutes of the Finance and Administration Committee special meeting of March 24, 2023; and approved minutes of the Legal, Government and Environmental Affairs Committee special meeting of March 6, 2023, are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. A draft copy of the April 3, 2023, Commission meeting minutes is attached for the Commission's review and approval.
- c. AWARD OF PROFESSIONAL SERVICES AGREEMENT – ART IN PUBLIC PLACES – REGIONAL INTERMODAL TRANSPORTATION CENTER. A staff report is included in the agenda packet. At its meeting on April 3, 2023, the Legal, Government and Environmental Affairs Committee voted unanimously (3–0) to recommend that the Commission award a Professional Services Agreement in the amount of \$59,200 to Ms. Sarah Fernandez for the creation of artwork in satisfaction of the City of Burbank's Art in Public Places requirement for the Regional Intermodal Transportation Center at Hollywood Burbank Airport.

6. PUBLIC HEARING

- a. REPLACEMENT PASSENGER TERMINAL DESIGN CONCEPT SELECTION. A staff report is included in the agenda packet. Staff seeks the Commission's adoption of proposed Resolution No. 500 to approve a design concept for the Replacement Passenger Terminal Project.

MEMORANDUM



**MANAGEMENT
SERVICES**



DATE: April 3, 2023

TO: Justin Hess, City Manager

FROM: Betsy McClinton, Management Services Director
By: Rene Sanchez, Acting Human Resources Manager

SUBJECT: RECRUITMENT REPORT – End of March 2023

Vacancies open to the public (17)

The Management Services Department (MS) is currently accepting applications from the public for these positions.

(3) Communications Operator*	Kennel Attendant (As-Needed)
Custodial Supervisor (PW)	(7) Lifeguard*
(5) Custodian (PW)*	(16) Lifeguard-Instructor*
Data Engineer (BWP)*	(17) Police Recruit or Police Officer*
Electrical Engineer*	(6) Recreation Leader
Electrical Engineering Associate II	(2) Storekeeper
(18) Facility Attendant II (PT) (Temp)*	(3) Tree Trimmer Helper
Firefighter Recruit or Firefighter*	Youth Services Worker (BEST)*
(4) Fleet Maintenance Tech (2-BWP, 2-PW)	

*Continuous opening/open until filled

Vacancies open to City employees (0)

There are currently no positions that MS is accepting applications from City employees only.

Recruitment examinations in process (20)

MS is conducting an examination process for these positions. MS estimates it will complete the examination process by the date indicated and will provide a list of candidates eligible for hire to the hiring department.

Administrative Analyst I (M) (PR) (Apr 2023)	Groundskeeper (May 2023)
Administration Analyst II (M) (BWP) (Apr 2023)	(6) Line Mechanic Apprentice (Jun 2023)
Assistant Chief Information Officer (Apr 2023)	Mail Room Assistant (Apr 2023)
Associate Transportation Planner (Apr 2023)	Manager Technology (IT) (Apr 2023)
Civil Engineering Assistant-BWP (Apr 2023)	(2) Pipefitter Apprentice (Jun 2023)
(3) Communications Operator* (May 2023)	(17) Police Recruit or Police Officer (Apr 2023)
Construction Inspector I (May 2023)	Power Plant Maintenance Trainee (May 2023)
(5) Custodian (PW)* (May 2023)	Power Plant Operator Trainee (May 2023)
(4) Fleet Maint Tech (2-BWP, 2-PW) (Apr 2023)	Senior Control Operator (Apr 2023)
Forensic Specialist (Apr 2023)	(2) Senior Secretary (BWP) (Apr 2023)

Recruitment examinations completed (54)

MS completed the examination process for these positions. MS gave names of candidates eligible for hire to the hiring department for their internal selection process (typically a final interview). MS is awaiting notice of selection.

Account Clerk (BWP)	(10) Lifeguard
Administrative Analyst I (M) (PR)	(16) Lifeguard-Instructor
(2) Administrative Analyst I (M) (PD)	Police Cadet (PT)
(2) Administrative Analyst II (M) (BWP)	(17) Police Recruit or Police Officer
Administrative Analyst II (M) (LS)	Police Sergeant
Assistant City Clerk	(2) Police Records Technician
(2) Civil Engineering Associate	Police Technician
Collection Systems Leadworker	Power Resources Planning Associate II
Communications Operator (As-Needed)	Principal Civil Engineer (M)
(4) Crossing Guard	Public Works Journeyman
Custodial Supervisor	(3) Recreation Coordinator
Engineering Aide	(16) Recreation Leader
Engineering Technician	Senior Administrative Analyst (M) (CDD)
(18) Facility Attendant II (PT) (Temp)	Senior Administrative Analyst (Z) (MS)
Fire Battalion Chief	(4) Senior Clerk (2-BWP, PR, PW)
(4) Fire Captain	(2) Senior Electrician
Fire Engineer	Senior Engineering Technician
Firefighter Recruit or Firefighter	Senior Groundskeeper
GIS Specialist	Senior Librarian
Groundskeeper Helper	Senior Recreation Leader
Human Resources Tech I (Temp)	(3) Senior Tree Trimmer
(2) Heavy Truck Driver	(5) Skilled Worker (PW)
(2) Intermediate Clerk (FD, IT)	Transportation Scheduler
(8) Jailer	(2) Tree Trimmer
(3) Laborer	(3) Utility Worker (PR)
(2) Librarian	Veterinary Technician
Library Monitor (PT)	(18) Work Trainee I (PR)

Recruitments by outside recruitment firms (3)

The City sometimes uses outside firms for certain difficult-to-fill positions and also managerial and executive positions because outside firms have expertise in specific fields, use established networks of quality candidates, and proactively reach out to prospective candidates.

Assistant Management Services Director	Manager Technology (BWP)
Assistant Management Services Director – Risk Management and Safety	

Upcoming job openings (19)

MS received notice that these positions are vacant, and they will be open to accept applications soon.

Administrative Analyst I (M) (CC)	Police Captain
Financial Planning and Risk Manager	(17) Police Recruit or Police Officer
(3) Intermediate Clerk (CT, PR, CDD)	Senior Administrative Analyst (Z) (PR)
Lead Systems Engineer (IT)	Senior Water Plant Operator (BWP)
(2) Lead Technology Product Manager (IT)	Sign Language Interpreter
Librarian	(6) Technology Product Manager
Library Assistant	Veterinarian
Library Clerk	Water Supervisor
Library Page-PT	Workers' Compensation Representative II
Permit Technician (CDD)	

Recruitment Plan Update – Police Recruit/Police Officer

There are currently 17 Police Recruit/Police Officer vacancies. There was one candidate hired this month. As indicated above, the recruitment for Police Recruit/Police Officer is open continuously. Physical agility examinations will continue to occur once a month and our pace is to complete 12 this year.

Currently there are two candidates in the onboarding process and following are updates for Police Recruits attending police academies:

- One Police Recruit is attending the Rio Hondo Police Academy. Anticipated graduation date is May 2023.
- One Police Recruit is attending the Los Angeles Sherriff's Department Academy. Anticipated graduation date is May 2023.

Recruitment Plan Update – Firefighter Recruit/Firefighter

There are currently no Firefighter Recruit/Firefighter vacancies; however, the recruitment is continuously open in anticipation of future vacancies.

March 15, 2023

A regular meeting of the Burbank Police Commission was held in the Council Chamber of City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 1803hours by Commission Chair Coomes.

CALL TO ORDER

Present: Commissioners Coomes, Chapman, Forouzan, Hacobian, and McKenna

Also Present: Chief Albanese, Captains Cremins and Cornils, Lieutenant Pfrommer, Sergeants Fekety and Stone, Officer Haratonian, City Attorney McDougal, and Executive Assistant Nakamura. (Liaison Mullins)

FLAG SALUTE

The flag salute was led by Commissioner Chapman.

COMMISSION ANNOUNCEMENTS AND REPORTING OUT BY COMMISSION AD HOC SUBCOMMITTEES

Commissioners reported out on events/meetings attended.

Commissioner Forouzan announced that the BUSD will hold a meeting regarding school safety on Friday at 6 pm.

FIRST PERIOD OF ORAL COMMUNICATIONS

Appearing to appear before the Commission was Jason Lewis, who commented on safe routes to school.

RESPONSE TO ORAL COMMUNICATIONS

Commissioners responded with comments.

APPROVAL OF MINUTES FROM FEBRUARY 15, 2023

A motion was made by Commissioner McKenna, with a second by Commissioner Chapman, to approve the minutes from the February 15th meeting. Motion carried with five votes.

ITEMS OF BUSINESS

1. Presentation, discussion, and action, if any, regarding AB2147 (Freedom to Walk Act), in conjunction with the City's Vision Zero efforts

Sergeant Stone explained the inception of the law, duties and responsibilities of pedestrians, and when officers can conduct enforcement of the section. Officers cannot conduct enforcement stops unless there is immediate danger of a collision with the pedestrian. This Bill does not legalize jaywalking, walking against light or signs, nor change the requirements of pedestrians in the roadway.

Vision Zero is a traffic safety plan, which is still under review by the City Council, to minimize or eliminate traffic related fatalities and serious injury collisions. Sergeant Stone explained the successes in other countries using the plan and challenges faced here in the United States and in Burbank.

March 15, 2023

Meeting of the Burbank Police Commission

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2. Discussion and action, if any, on the Racial Identity Profiling Act (RIPA) Advisory Board report

Commissioner Chapman suggested covering the recommendations monthly, as a previous Commission did with the Six Pillars of President Obama's 21st Century Policing Report. As with the OIR annual report, where the department responds to their audit recommendations, Commissioner Chapman mused about how the RIPA report's recommendations may impact the Department.

Commissioners were also interested in how stops and searches take place in Burbank and the demographic data in comparison with other nationwide cities. Topics for discussion will be agendized at future meetings.

3. Discussion and action, if any, by Commissioners regarding Equity and Hiring (dashboard calendar item for March)

Commissioners brainstormed on future topics for discussion:

- Are we losing officers to other agencies?
- Efforts to increase diversity, representation
- Peer support to assimilate new Recruits – overcoming language or cultural barriers

Presentation from the Department will be a future agenda topic.

4. Discussion and action, if any, regarding the City Council's decision on business cards for Boards and Commissions members

Commissioners expressed their support and justifications for business cards. City Attorney McDougal explained the procedure for procuring the business cards. An Ad Hoc Subcommittee will be formed, with membership of the Executive Committee, to draft the request memo to the City Council, to be approved at the next Commission meeting.

5. Announcements by the Police Chief - brief announcements regarding upcoming events and/or items of note related to the police department

4/1 Baker to Vegas relay

4/6 Community Academy graduation

Department is continuing to work on the onboarding of a new CAD RMS system.

INTRODUCTION OF AGENDA ITEMS FOR FUTURE MEETINGS

Discussion and approval of the written request to be submitted to the City Council, drafted by the Ad Hoc Subcommittee, for Commission business cards

Commissioner McKenna made a motion to have a reprise of the SRO presentation made at the Community Academy in light of recent significant events. Motion carried with four votes and one abstention by Commissioner Forouzan

Commissioner Hacobian made a motion for a presentation and discussion of the K-9 policy, criteria for deployment, and case studies in the last 12 months, in light of SB742 (restricts the use of police K-9s).

March 15, 2023

Meeting of the Burbank Police Commission

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(Future meeting) Commissioner Hacobian made a motion, seconded by Commissioner McKenna, for a presentation and discussion of the effects of SB357 (repeal of a provision of California law criminalizing "loitering with the intent to engage in prostitution") on Department enforcement efforts. Motion approved by consensus.

(For May) Commissioner Forouzan requested further discussion on equity and hiring, including peer support/mentoring/retention policies for women and immigrant officers, any hiring difficulties impacting the diversity of the force, and does the staffing reflect the community. The Department will make a presentation on its new Recruitment Strategic Plan.

(For May?) The Department will reach out to Dr. Gina Gallivan, a police psychologist, to make a presentation on the wellness efforts of the Department.

NEXT MEETING DATE

The next scheduled meeting of the Police Commission will be Wednesday, April 19, 2023, at 1800 hours.

ADJOURNMENT

There being no further business to come before the Commission, the meeting adjourned at 2012 hours.

Romik Hacobian
Burbank Police Commission

MEMORANDUM



COMMUNITY DEVELOPMENT



DATE: March 30, 2023

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director 
VIA: Simone McFarland, Asst. Community Development Director 
Mary Hamzoian, Economic Development Manager
BY: Aida Ofsepian, Economic Development Analyst I

SUBJECT: Downtown Burbank Partnership (PBID) Meeting – March 2, 2023

- Staff announced that City Council had approved a mid-year budget appropriation of \$1 million for Downtown Burbank. These funds will be utilized for landscape enhancements, capital improvements, and the purchase of barricades to support event street closures.
- Joe Onyebuchi, Associate Planner from the City of Burbank, gave a presentation on the proposed Drive-Through Zoning Text Amendment. It was noted that this proposed amendment would replace the Interim Urgency Ordinance establishing a moratorium on new and replacement restaurants with drive-throughs that was approved on October 4, 2022, by City Council.

MEMORANDUM



COMMUNITY DEVELOPMENT



DATE: April 13, 2023

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director *PP*
VIA: Simone McFarland, Asst. Community Development Director *SMcF.*
Mary Hamzoian, Economic Development Manager

SUBJECT: Burbank Hospitality Association Meeting – February 15, 2023

- Due to increased construction costs, a special edition comic and unveiling event costs, Staff requested the Board to approve an additional \$40,000 to fund the Wonder Woman project.
- As a new requirement for hotels, all hotel staff must wear panic buttons. During the January 2023 meeting, Board Member Alan Tate requested that staff bring back a discussion regarding the TBID's ability to invest in the purchase of panic buttons for hotel staff. Staff had previously done research and consulted with legal counsel regarding this matter. At that time, it was determined that panic buttons were not an allowable expenditure for the TBID. With the new request from Board Member Tate, Staff contacted John Lambeth at Civitas for advice. Civitas is the nation's leading firm that help implement the TBID. Mr. Lambeth's team confirmed that this expenditure was not an allowable expense detailed in TBID's Management District Plan.

SUSTAINABLE BURBANK COMMISSION
March 20, 2023, MINUTES

I. CALL TO ORDER

The meeting of the Sustainable Burbank Commission was held in the Burbank Recycle Center Conference Room, 500 South Flower Street, on the above date. Chair Robin Gemmill called the meeting to order at 5:00 p.m.

II. ROLL CALL

Members Present:

Robin Gemmill (Chair)
Alissandra Valdez
Jean Schanberger (Vice Chair)
Chris Weber
Victoria Kirschenbaum
Jenny Deahl
Jason Bennett

Members Absent:

Kevin O'Brien
Limor Zimskind

Council Members, Liaisons, and Staff Present:

Ken Berkman – Public Works Director
John Molinar – Asst. Public Works Director - Street & Sanitation
Amber Duran – Recycling Coordinator
Berenice Quintero – Clerical Worker – Recording Secretary
Drew Johnstone – Sustainability Officer, Burbank Water & Power
David Kim – Associate Planner, Community Development Department
Amanda Landry – Senior Planner, Community Development Department
Kane Thuyen – Senior Assistant City Attorney
Nikki Perez – Council Member
Tamala Takahashi – Council Member

III. ORAL COMMUNICATIONS (Limited to items on the printed agenda or items regarding the business of the Sustainable Burbank Commission. The Commission has adopted rules to limit oral communications to 3 minutes; however, the Commission reserves the right to shorten this time period.)

A. Public Communication

Burbank Resident Jared Cavagnuolo expressed his concern with the development process of the Single Use Plastics Ordinance that was presented to City Council.

B. Commission Member Communication

Commissioner Victoria Kirschenbaum reported that the Burbank Building Electrification Coalition is now meeting regularly to advocate for an ordinance that is being drafted by Burbank Water and Power (BWP) staff. She also provided a brief recap of relevant material that was discussed at the BWP board meeting.

Commissioner Alissandra Valdez announced to the Commission of the upcoming CicLAvia event on April 16, 2023.

Commissioner Vice Chair Jean Schanberger announced that she also watched the BWP board meeting. She then explained the comment she made on behalf of the Commission at the City Council meeting regarding the Single Use Plastics Ordinance was not, as the Commission had voted, in support of the ordinance with further recommendations but was

instead that the Commission had not had proper time to review the Ordinance and discuss recommendations.

Commissioner Chair Robin Gemmill announced that she spoke with the Parks and Recreation Board Chair about the possibility of a Sustainable Burbank Commissioner becoming a liaison for their board. She also announced that Senator Portantino awarded the Community Grant of \$150,000 to the Community Gardens which will be used for education. Ms. Gemmill also announced that Burbank Leadership is fundraising for hydration stations, which have been approved by Burbank Unified School District.

C. Staff Communication

Amber Duran announced that \$25,000 is being used from the California Recycle Grant for the hydration stations at the Burbank schools. She also mentioned that staff is continuing their efforts on the SB 1383 implementation.

Ken Berkman thanked to Commission for their help with the process of the plastics ordinance.

IV. APPROVAL OF MINUTES

The February 13, 2023, minutes were approved by Ms. Deahl, Mr. Bennett, Ms. Kirschenbaum, Ms. Gemmill, and Ms. Schanberger, noting Ms. Zimskind, Mr. O'Brien's absence. Ms. Valdez and Mr. Weber abstained.

V. CONSIDERATION OF A NEW MEETING LOCATION – COUNCIL CHAMBER

Commissioner Chris Weber moved, and Commissioner Alissandra Valdez seconded a motion to relocate future Sustainable Burbank Commission meetings to the Council Chambers; all present approved.

VI. MEDIA DISTRICT PLAN SPECIFIC UPDATE

David Kim presented to the Commission the Community Development Department's (CDD) plans for Burbank's Media District (Attachment 1). CDD plans to implement the policy by the end of 2023. The Commission asked questions about the policy and engaged in a discussion.

VII. BROWN ACT AND ROLES AND RESPONSIBILITIES TRAINING

Kane Thuyen provided the Commission with training and education on the policies of transparency for boards and commissions. Commissioners and staff asked questions for further insight.

VIII. AD HOC SINGLE USE PLASTIC BAN IMPLEMENTATION SUBCOMMITTEE

The Commission and City staff discussed the policy that was presented to City Council, which was denied. Ms. Gemmill moved, and Ms. Valdez seconded a motion that the Single Use Plastic Ban Implementation Subcommittee work with staff on a plan to gather feedback from stakeholders to develop a plastics policy for City Council consideration. All present except Mr. Bennett approved; he abstained.

IX. AD HOC COMMUNITY ENGAGEMENT PHASE 2 SUBCOMMITTEE REPORT

The subcommittee provided the Commission with updates on the April 29th environmental panel and eco-resource fair event that will be taking place in the Community Services Building (CSB). Ms. Valdez asked the Commission to assist with outreach.

X. SUBCOMMITTEE COORDINATION WITH WORKPLAN SUBCOMMITTEE

There was no discussion on this item.

XI. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS

1. Development Potential for the Downtown Burbank Transit Oriented Development Specific Plan – Update and Consideration (March 28, 2023)
2. Southern California Gas Company – Presentation (April 4, 2023)

XII. INTRODUCTION OF ADDITIONAL AGENDA ITEMS

Ms. Gemmill moved, and Ms. Valdez moved to add to the agenda "Discussion of Commission Role as Advisor to City Council." All present approved. Ms. Schanberger moved, and Ms. Kirschenbaum seconded a motion to add to the agenda "Review of the 2008 Sustainable Action Plan." All present approved.

FUTURE AGENDA ITEMS

- UCR Turf Grass Research & Extension meeting (TBD)
- Boards & Commissions Team Development Training (TBD)

XIII. GREEN SPOTLIGHT AWARD FOR MARCH 2023

The March 2023 Green Spotlight Award recipient is Alexis Bell.

XIV. ADJOURNMENT

The meeting was adjourned at 7:11 p.m. The next meeting will be held on Monday, April 17, 2023, at 5:00 p.m. at the Burbank Council Chamber.

Respectfully submitted,

John Molinar, Assistant Public Works Director - Street & Sanitation

JM: ad

DRAFT