



Weekly Management Report



June 14, 2019

- 1. Update** Enforcement of Amplified Street Performers
Community Development Department
- 2. Synopsis** Transportation Commission Meeting on
May 20, 2019
Community Development Department
- 3. Agenda** Regular Meeting of the Burbank-Glendale-Pasadena
Airport Authority on Monday, June 17, 2019
Burbank-Glendale-Pasadena Airport Authority

memorandum

DATE: June 5, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director 
Simone McFarland, Assistant Community Development Director
VIA: Mary Hamzoian, Economic Development Manager 

SUBJECT: City Manager Tracking List #2029- Update on Enforcement of Amplified Street Performers

At the City Council meeting of June 27, 2017, City Council requested staff to provide an update on enforcement of amplified street performers in Downtown Burbank (Downtown). On December 8, 2015, staff presented the Downtown Burbank Street Performer Ordinance and an amendment to the Burbank Municipal Code Section 9-3-213 to expand noise protections citywide, along with a budget amendment in the amount of \$38,940 to hire staff to administer the proposed regulations to City Council. The recommended ordinance for time, place, and manner regulations would implement restrictions on performance times, create specific performance zones, define areas in which performances are not allowed, restrict the use of various objects that pose a hazard to public safety, and implement special regulations for the AMC Walkway¹. The recommended amendment to BMC 9-3-213 would have prohibited the use of amplified devices in a manner that disturbs the peace, quiet, and comfort of a reasonable person. City Council did not approve the ordinances at that time.

Since then, there have been numerous complaints regarding street performers in Downtown Burbank. The Burbank Police Department's report for the number of street performer related calls for service in Downtown Burbank in 2015 were (53 calls), in 2016 (79 calls), in 2017 (99 calls), and 2018 (81 calls). There have been a total of 312 calls for Police service related to street performers between 2015 and 2018. We do not track the number of different people who called for service and therefore, do not know if there are many calls for service from a few people or a few calls for service from many people.

¹ Area referred to as AMC Walkway is the City right of way located between Gap Factory Store and Market City Café.

With the renewal of the Downtown Burbank Property-based Business Improvement District, additional funding became available in January 2019. The new funding helped establish programs and services to address the growing pains of a successful Downtown such as homelessness and management of street performers. In March 2019, the PBID contracted with Street Plus, a nationwide security and hospitality service company to provide a Hospitality and Social Service Outreach Program for the PBID seven days a week. The Program is funded and managed by the PBID and costs \$182,568 annually to provide the following services:

- Identification and outreach to homeless individuals, providing resources and assistance as needed;
- Hospitality engagement with visitors and members of the public;
- Daily check-in's and quarterly surveys with Downtown businesses;
- Visibility, circulation and monitoring of issues;
- Safety escorts for local employees;
- Weekly reports documenting all activities and interactions including those with street performers, and
- Daily reporting of maintenance and landscaping issues including burned out lights, abandoned items in the right of way, trash/debris and damaged public infrastructure.

Since March staff has utilized the services of Street Plus to gather information regarding street performers in Downtown (see attached report). Street Plus staff monitor street performers, build positive relationships with performers, residents, and local businesses, and work with the community and local law enforcement to address concerns. For a period of six months Street Plus will compile data on, performance times, number of performers, types of performances and whether any merchandise is being sold. At the end of the six month period, staff will review the data and recommend any additional action that would serve the City's interest in preserving public safety and maintaining peace in the Downtown.

In addition to the efforts of Street Plus, staff has been working to better improve the security of the electrical outlets² on the AMC Walkway that are illegally used by the street performers to amplify their music. Electrical outlet boxes have frequently been damaged and broken into for several years. Staff addressed the concerns with EPR to better manage the electrical boxes to mitigate the amplification issue. Staff was recently notified that new electrical outlet boxes were installed on the AMC Walkway (see attached image).

Staff will continue to monitor street performers for the next six months to identify and address specific concerns and adapt to the precise needs of Downtown to ensure that it remains a thriving and attractive neighborhood in the City of Burbank.

Attachment – Image of new electrical outlet boxes on AMC Walkway.

Attachment – Street Report from Street Plus for April 2019

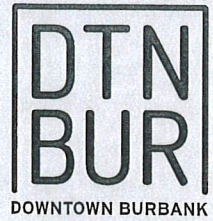
Cc: Amy Albano, City Attorney

² Electrical outlets are owned by EPR. EPR owns the Burbank Entertainment Village where AMC 16 Theaters are located.



Street Report

SAFE AND FRIENDLY | APRIL 2019



The following data and information is provided to the Downtown Burbank Partnership for tracking purposes. The information contained in this report is for activities reported in April 2019. The data and information is obtained from Ambassadors conducting patrols and entered in Statview.



Ambassador Gabe Smith assisting a member of the public.



“If there is no struggle, there is no progress.”

Frederick Douglass

The Downtown Burbank Partnership completed its second month in operation with some positive developments for the community we serve, notably some of the homeless that have taken a brave step forward beyond their daily struggles in Downtown Burbank. The community is beginning to embrace our team as we continue to meet people where they are at whether that be on the street, at their business or near their place of residency. Our approach starts with recognizing that our quality of life actually begins at home – It’s in the street, around the community.

Assisting and supporting individuals to come up with beneficial personal decisions by their own free will is something we take great pride in. For example, the desire to return back home and reunite with family. For example, as with Shane and Nina’s return to Oregon and Sean going back home to Oklahoma.

The process of reuniting individuals with their families is not one of just saying goodbye and sending them home. A member of our team personally escorts them and bids them a fond Burbank farewell along with making sure they have communication tools for the journey, food, and some spending money to make their trip more comfortable. Upon their arrival, we follow-up with them to keep in touch.



Sean texting “I’m coming home” just before leaving the courthouse garage for the bus station in downtown LA.



Shane and Nina at the Greyhound Bus station in North Hollywood moments before their departure.



As individuals move on, the conditions in the courthouse garage improve

Street Report

DOWNTOWN BURBANK PARTNERSHIP

SAFE AND FRIENDLY REPORT | APRIL 2019

Our patrols consist in the public realm making sure improved conditions are maintained especially hotspots where homeless individuals once slept and personal belongings congregated sometimes unattended.



During the day...

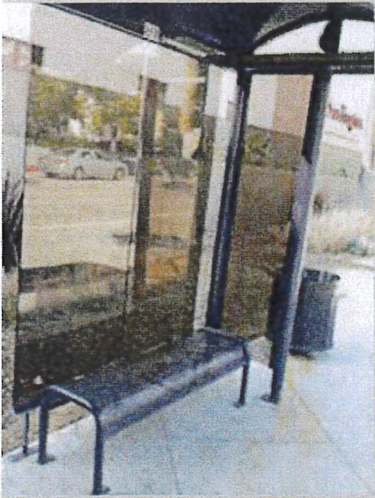


..and at night.

Street Report

DOWNTOWN BURBANK PARTNERSHIP

SAFE AND FRIENDLY REPORT | APRIL 2019



Monitoring bus stops



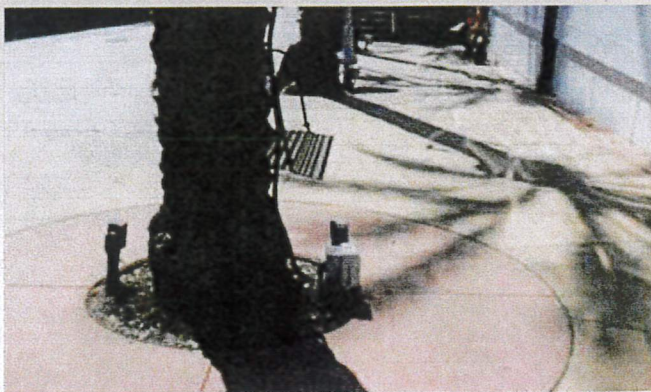
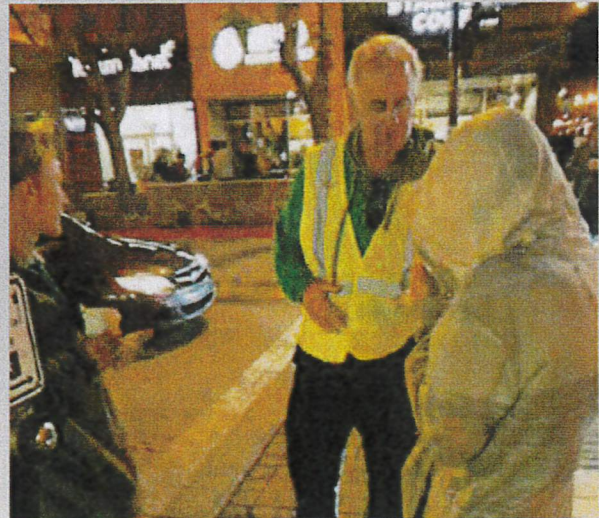
Patrol of garages



Captain Bob Newman speaking with a Street Vendor.



Friendly and professional engagement is extended to all members of the community by each member of the team with consistency.



Making sure that electricity is not being used



Seeking cooperation from vendors and positively deescalating as needed.

DEPLOYED HOURS

| OPERATIONS MANAGER | |
|--------------------|---------------|
| April | 160.00 |
| May | — |
| June | — |
| 2nd Quarter | 160.00 |

| TEAM LEADER | |
|--------------------|---------------|
| April | 274.58 |
| May | — |
| June | — |
| 2nd Quarter | 274.58 |

| SOCIAL SERVICES OUTREACH | |
|--------------------------|--------------|
| April | 77.00 |
| May | — |
| June | — |
| 2nd Quarter | 77.00 |


STATISTICS

| | | | | | | | | | |
|-------------------------|-------|-----|------|---------|------------------------------|-------|-----|------|---------|
| 311 | April | May | June | 2nd Qtr | Hospitality | April | May | June | 2nd Qtr |
| Bulky Items | 0 | — | — | 0 | Business Checks | 54 | — | — | 54 |
| Illegal Dumping | 0 | — | — | 0 | Directions - In District | 78 | — | — | 78 |
| Graffiti Removal | 0 | — | — | 0 | Directions - Out of District | 27 | — | — | 27 |
| Streetlight Issues | 0 | — | — | 0 | Publications Distributed | 12 | — | — | 12 |
| | | | | | Personal Safety Escort | 2 | — | — | 2 |
| Drug and Alcohol | April | May | June | 2nd Qtr | Panhandling | April | May | June | 2nd Qtr |
| Open Container | 2 | — | — | 2 | Aggressive | 2 | — | — | 2 |
| Public Intoxication | 2 | — | — | 2 | Passive | 6 | — | — | 6 |
| Under Influence | 1 | — | — | 1 | | | | | |
| Paraphernalia | 1 | — | — | 1 | Disturbance | April | May | June | 2nd Qtr |
| | | | | | Noise Complaint | 2 | — | — | 2 |
| Quality of Life | April | May | June | 2nd Qtr | Verbal Disturbance | 3 | — | — | 3 |
| Blocking Sidewalks | 2 | — | — | 2 | Other | 0 | — | — | 0 |
| Encampments | 3 | — | — | 3 | | | | | |
| Mental Health | 1 | — | — | 1 | Social Service | April | May | June | 2nd Qtr |
| Wellness Checks | 10 | — | — | 10 | Contact | 22 | — | — | 22 |

memorandum

DATE: May 21, 2019

TO: Ron Davis, City Manager

FROM: Patrick Prescott, Community Development Director 

SUBJECT: **May 20, 2019 Transportation Commission Meeting Synopsis**

- Staff discussed the Metro NextGen Bus study. The Commission found the study to be interesting, as it touches on issues that Staff and the Commission have grappled with over the last two years during Burbank's own Comprehensive Operational Analysis of the fixed route bus service. Staff also discussed the possibility of Metro sharing the data specific to Burbank when their study is completed, indicating that it could be used for future fixed route bus planning.
- The Commission discussed the procedures of communicating their major recommendations to the City Council. The Commission passed a motion to communicate their major findings and recommendations to the City Council, by either having a Commissioner write an email with their recommendation to the full Council, or by making public comments at City Council meetings.
- Staff discussed their plans to manage parking at the Downtown Burbank Metrolink Station and to add the ambassador and security services covering the Downtown Burbank Business Improvement District.



June 13, 2019

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 Monday, June 17, 2019, at 9:00 a.m., in the Airport Skyroom of Hollywood Burbank Airport, 2627 N. Hollywood Way, Burbank, California 91505.

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



COMMISSION MEETING

AGENDA

JUNE 17, 2019

BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY

Regular Meeting of Monday, June 17, 2019

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.



Members of the public are requested to observe the following decorum when attending or participating in meetings of the Commission:

- *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 five 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, June 17, 2019

1. ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. APPROVAL OF AGENDA
4. PUBLIC COMMENT
5. CONSENT CALENDAR
 - a. Committee Minutes
(For Note and File)
 - 1) Finance and Administration Committee
 - (i) May 20, 2019 **[See page 1]**
 - b. Commission Minutes
(For Approval)
 - 1) June 3, 2019 **[See page 3]**
6. ITEMS FOR COMMISSION APPROVAL
 - a. Proposed Resolution No. 483 **[See page 6]**
A Resolution of the Burbank-Glendale-Pasadena Airport Authority Commission Recommending to the Federal Aviation Administration Hollywood Burbank Airport Takeoff Flight Pattern Adjustments
 - b. Review of the Proposed Fiscal Year 2019/2020 ("FY 2020") Annual Budget; and Proposed Resolution No. 484, A Resolution of the Burbank-Glendale-Pasadena Airport Authority Commission Adopting the Fiscal Year 2019/2020 ("FY 2020") Annual Budget **[See page 9]**
 - c. Airport Use Agreement Extensions **[See page 16]**
 - d. Acquisition and Installation of Additional Common Use Kiosks **[See page 22]**

7. CLOSED SESSION

- a. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Initiation of Litigation (California Government Code Section 54956.9(d)(4)):
1 potential case: Noise Variance Application to California Department of
Transportation, Division of Aeronautics

- b. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation (California Government Code
Section 54956.9(d)(2)): 1 potential case. Facts and Circumstances:
FAA Southern California Metroplex Project

8. COMMISSIONER COMMENTS
(Other updates and information items, if any)

9. ADJOURNMENT

COMMISSION NEWSLETTER

Monday, June 17, 2019

[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 Finance and Administration Committee meeting of May 20, 2019 are included in the agenda packet for information purposes.
- b. COMMISSION MINUTES. Draft minutes of the June 3, 2019 meeting are attached for the Commission's review and approval.

6. ITEMS FOR COMMISSION APPROVAL

- a. PROPOSED RESOLUTION NO. 483 - A RESOLUTION OF THE BURBANK-GLENDALE-PASADENA AIRPORT AUTHORITY COMMISSION RECOMMENDING TO THE FEDERAL AVIATION ADMINISTRATION HOLLYWOOD BURBANK AIRPORT TAKEOFF FLIGHT PATTERN ADJUSTMENTS. A staff report is included in the agenda packet. A proposed resolution of the Commission to recommend takeoff flight pattern adjustments to the FAA will be presented for consideration.
- b. REVIEW OF THE PROPOSED FISCAL YEAR 2019/2020 ("FY 2020") ANNUAL BUDGET; AND PROPOSED RESOLUTION NO. 484, A RESOLUTION OF THE BURBANK-GLENDALE-PASADENA AUTHORITY COMMISSION ADOPTING THE FISCAL YEAR 2019/2020 ("FY 2020") ANNUAL BUDGET. A staff report is included in the agenda packet. At the June 3, 2019, Finance and Administration Committee meeting, the Committee voted unanimously (3-0) to recommend to the Commission that it adopt the proposed FY 2020 Budget. Staff seeks the Commission approval of Resolution No. 484 adopting the same.
- c. AIRPORT USE AGREEMENT EXTENSIONS. A staff report is included in the agenda packet. Staff seeks authorization from the Commission for the Executive Director to execute the following: (1) Amendments to the Airport Use Agreement with Alaska Airlines, American Airlines, Delta Air Lines, Jetblue Airways, Spirit Airlines, Southwest Airlines and United Air Lines to extend the term of each contract for a period of one-year to June 30, 2020, that may be further extended on a month-to-month basis thereafter; and (2) Month-to-Month Extension Requests, if necessary, to complete negotiations for a replacement Airport Use Agreement.
- d. ACQUISITION AND INSTALLATION OF ADDITIONAL COMMON USE KIOSKS. A staff report is included in the agenda packet. Subject to the recommendation of the Operations and Development Committee at its meeting immediately preceding the

Commission meeting, Staff seeks Commission authorization to issue the following purchase orders to: (1) SITA for the acquisition and installation of ten additional common use kiosks in the amount of \$172,299, including sales tax; (2) Shires Electric for the installation of the electric power for each kiosk in the amount of \$8,400; and (3) Future Design Communication for the installation of data lines for each kiosk in the amount of \$3,227.

An additional \$10,000 in project contingency is also requested in the event of unforeseen circumstances. The total cost of the proposed project is \$193,926 and is subject to full reimbursement to the Authority from the airlines.