



# Weekly Management Report

## July 10, 2020

- 1. Synopsis** Landlord-Tenant Commission Meeting on June 1, 2020  
**Community Development Department**
- 2. Synopsis** Art in Public Places Meeting on Meeting on July 6, 2020  
**Parks and Recreation Department**



# MEMORANDUM



## COMMUNITY DEVELOPMENT



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**DATE:** June 23, 2020

**TO:** Justin Hess, City Manager

**FROM:** Patrick Prescott, Community Development Director   
VIA: Simone McFarland, Assistant Community Development Director 

**SUBJECT: Landlord-Tenant Commission Meeting – June 1, 2020**

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- One member of the public attended the WebEx meeting and inquired about Burbank's Eviction Moratorium.
- Staff provided the following announcements:
  - The City Council will consider an extension to the City's Eviction Moratorium on June 2<sup>nd</sup>; an extension through June 30, 2020.
  - Funding has been approved by City Council for the Community Development Block Grant rental and small-business assistance programs. Members of the public should sign-up for E-notify through the City's website in order to receive notifications of when the application is available.
- Commission members provided the following announcements:
  - Governor Newsom's extension of the order that allows local jurisdictions to enact Eviction Ordinances in the State through July 28<sup>th</sup>, 2020.
  - The new Consumer Price Index (CPI) calculation changed from 2.9 to 1.3 percent in April 2020.
- Commissioners discussed the process of handling intake forms. They decided members of the public are not required to fill out a form if they only have a question. The Commission agreed on providing brief case updates to the Housing staff in order to inform staff that the subcommittee member has completed the assigned case.
- Commissioners provided updates on cases related to security deposits, relocation fees associated with Assembly Bill 1482, and eviction moratorium miscommunication. These cases were resolved through mediation and legal resources.
- The meeting was adjourned at 7:22 pm.



CITY OF BURBANK  
**PARKS AND RECREATION**  
**ANNOTATED AGENDA/MEETING SUMMARY**

**Meeting:** *Art in Public Places*

**Date:** **7-6-2020**

**Members Present:** Gordon Haines, Matt Gamboa, Patti Hollis, Dink O’Neal, Myeisha Peguero Gamino, Lara Saikali

**Members Absent:** Kat Olson

**Staff Present:** Marisa Garcia – Parks and Recreation Director, Paula Ohan - Administrative Analyst, Daniel Amaya – Clerical Worker,  
 Megan Anghel – Senior Recreation Leader

Item Discussed	Summary	Direction or Action, if any
1 2020 MEETING CALENDAR	Staff provided the Committee with a 2020 Meeting Calendar proposing to meet the third Monday monthly based on scheduling discussions from a previous meeting.  Members agreed to continue meeting the first Monday on a monthly basis.	None
2 DEFERRALS AND PUBLIC ART FUND UPDATE	Ms. Ohan provided members with an update on the status of the current deferred art projects. Ms. Ohan also provided an update on the current balance of the Public Art Fund. She explained the difference between the Deferral account and the Public Art Fund.	None
3 PUBLIC ART APPRAISAL – ART IN PUBLIC PLACES COMMITTEE POLICY UPDATE	Ms. Ohan discussed the Art in Public Places Committee Policies, Procedures and Evaluation Criteria adopted by City Council September 1998. She advised the policy addresses that \$20,000 from the Public Art Fund be set aside for maintenance of public art pieces, noting the City is responsible for maintenance. During the February 4, 2019 meeting, members requested to have the City-owned art pieces properly appraised in order to update this policy	Members requested to have this item return at a future meeting.

		<p>accordingly. Staff presented the appraiser's findings on a spreadsheet for the Committee to review.</p>	
4	<p>VERDUGO AQUATIC FACILITY PUBLIC ART PROJECT UPDATE</p>	<p>Ms. Ohan updated the Committee on the progress made with the Verdugo Aquatic Facility Public Art Project. She informed members that the artist revised the mural section of the artwork after hearing the Committee's concerns. She also informed members that the City's agreement with the artist has been delayed due to new regulations that must be met regarding the installation of the sound garden portion of the art project.</p>	None