



Weekly Management Report

September 24, 2021

- 1. Minutes** Sustainable Burbank Commission
Meeting on August 16, 2021
Public Works Department
- 2. Memo** Transportation Commission Meeting
on August 16, 2021
Community Development Department


MEMORANDUM



COMMUNITY DEVELOPMENT

DATE: September 21, 2021

TO: Justin Hess, City Manager

FROM: Patrick Prescott, Community Development Director 
VIA: David Kriske, Assistant Community Development Director –
Transportation
BY: Nick Burant, Administrative Analyst I

SUBJECT: Transportation Commission Meeting Synopsis – August 16, 2021

- The Commission elected a new Chair and Vice Chair.
 - Paul McKenna was elected Chair by a vote of 6-0
 - Benjamin Richards was elected Vice Chair by a vote of 3-2, with Commissioner Carrier abstaining.

- Staff updated the Commission on the City's plans to manage parking at the Downtown Burbank Metrolink Station in response to the City Council's direction to implement the City's Parking Management Principles. The Commission asked several questions about the implementation details but was broadly supportive of the City's plans.
 - The Commission approved a motion that gave a vote of confidence to staff's plans. The vote was 5-0-1, with Mr. Ehrhardt abstaining. Ms. Yu was not present at the meeting.

- Staff updated the Commission on the progress of the Interstate 5 Freeway construction project. The Commission asked for a virtual tour of the project at a coming meeting. The Commission also asked about staff's efforts to add protected bike lanes to the Burbank Boulevard bridge.

**SUSTAINABLE BURBANK COMMISSION
AUGUST 16, 2021 MINUTES**

I. CALL TO ORDER:

The meeting of the Sustainable Burbank Commission was held online via Zoom on the above date. Chair Heather Robb called the meeting to order at 5:00 p.m.

II. ROLL CALL:

Members Present:

Robin Gemmill
Victoria Kirschenbaum
Kevin O'Brien
Heather Robb (Chair)
Jean Schanberger
Laura Tenenbaum (Vice Chair)
Alissandra Valdez
Chris Weber
Limor Zimskind

Members Absent:

Darin Chase
Larry Cross
Rick Nolette
Maggie Martinez
Chris Rizzotti

Council Members and Staff Present:

Nick Schultz – Council Member
Ken Berkman – Public Works Director
John Molinar – Asst. Public Works Director - Street & Sanitation
Noemi Garcia – Clerical Worker, Public Works

III. GREEN SPOTLIGHT AWARD:

The Commission did not select a Green Spotlight Recipient for the month of August.

IV. 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 2 minutes; however, the Commission reserves the right to extend this time period.)

A. Public Communication:

Burbank Resident, Tamala Takahashi, voiced her concerns on the proposed Starbucks opening on Hollywood Way and the new Raising Canes drive thru. On behalf of the community group Reusable Burbank, she applauded the Commission for their efforts on a Single Use Plastic Ban and a "Skip the Stuff Ordinance".

Commission Member Communication:

Ms. Gemmill provided an update on the Community Garden, she shared that there are six various committees that are meeting once a week.

Ms. Valdez announced that the Sunrise Movement will be hosting a virtual rally in support of a Green New Deal for Burbank. The event will take place on Tuesday, August 24.

Ms. Robb announced that the Airport Commission will be hosting a virtual workshop on Monday, August 23, to discuss restarting work on the replacement terminal. She encouraged the Commission to attend. She shared that she spoke to Nana Bhambi from the Burbank Eco Council, who plans on joining the Youth Board as a liaison to the Commission. She announced that she will be on maternity leave for the next couple of months.

Staff Communication:

John Molinar, Assistant Public Works Director - Street & Sanitation, welcomed Ms. Valdez to the Commission. He announced that the City selected Amber Duran as the new Recycling Coordinator.

Ken Berkman, Public Works Director, reminded the group to be cognizant when gathering in groups to avoid any Brown Act violations. He shared that the City has signed a ten-year agreement with ONEH2 who will operate the hydrogen station located at the Public Works Yard. He plans on keeping the Commission informed on the progress of the rehabilitation of the station.

V. APPROVAL OF MINUTES:

Ms. Robb moved and Ms. Tenenbaum seconded a motion to approve the June 21, 2021, minutes. The minutes were unanimously approved by all in attendance.

VI. ELECTION OF OFFICERS:

Ms. Robb moved and Ms. Zimskind seconded a motion to elect Laura Tenenbaum as the new Chair. The motion was unanimously approved by all in attendance.

Ms. Tenenbaum moved and Ms. Robb seconded a motion to elect Robin Gemmill as the new Vice Chair. The motion was unanimously approved by all in attendance.

VII. AD HOC WORK PLAN DEVELOPMENT SUBCOMMITTEE:

Ms. Robb shared and reviewed the updated work plan document. She announced that the subcommittee will be providing quarterly updates. Ms. Robb stated that they have identified the following three objectives, Single Use Plastic Ordinance, Greenhouse Gas Reduction Implementation, and Expand California Natives in the Public Landscape.

VIII. AD HOC ALTERNATIVES TO REPOWERING THE INTERMOUNTAIN POWER PLANT SUBCOMMITTEE:

Ms. Tenenbaum discussed the article she circulated to the Commission.

Ms. Kirschenbaum asked the group to consider re-naming the subcommittee at a later date.

IX. AD HOC GREENHOUSE GAS REDUCTION PLAN UPDATE SUBCOMMITTEE REPORT:

There were no updates.

X. AD HOC COMMUNITY ENGAGEMENT PHASE 2 SUBCOMMITTEE REPORT:

The group discussed having aspects of community engagement incorporated into each subcommittee.

XI. AD HOC EQUITY AND ECONOMIC SUSTAINABILITY SUBCOMMITTEE REPORT:

Ms. Gemmill shared she spoke with an arborist from the Shade Tree Program.

Mr. Weber suggested having aspects of equity incorporated into each subcommittee.

XII. AD HOC FOOD SYSTEM SUSTAINABILITY SUBCOMMITTEE:

Ms. Robb moved and Ms. Tenenbaum seconded a motion to disband the ad hoc Food System Sustainability Subcommittee. The motion was approved by all in attendance, noting the absence Ms. Kirschenbaum and Ms. Zimskind.

XIII. AD HOC SINGLE USE PLASTIC BAN IMPLEMENTATION REPORT:

Mr. O'Brien shared that he and the subcommittee met with Craig Cadwallader from the Surfrider Foundation and Mr. Molinar.

Mr. Molinar announced that he and Mr. Berkman plan on presenting City Council with an update on a Plastic Ban Ordinance in October.

XIV. AD HOC MONARCH MILE ESTABLISHMENT REPORT:

Ms. Tenenbaum moved and Mr. O'Brien seconded a motion to rename the ad hoc Monarch Mile Establishment subcommittee to the ad hoc Native Landscaping in Public Spaces. The motion was unanimously approved by all in attendance, noting the absence of Ms. Kirschenbaum and Ms. Zimskind.

XV. DISCUSS UPCOMING SUSTAINABILITY RELATED COUNCIL AGENDA ITEMS:

- August 24, 2021- Presentation of an Update on Burbank Glendale Pasadena Airport Authority

XVI. INTRODUCTION OF ADDITIONAL AGENDA ITEMS:

The Commission agreed to discuss the following items at the September 20, 2021 meeting:

- Earth Day 2022- 2023

XVII. BURBANK GREEN SPOTLIGHT AWARD FOR SEPTEMBER 2021:

The September 2021 Green Spotlight Award recipient will be selected at a later date.

XVIII. ADJOURNMENT:

The meeting was adjourned at 6:56 p.m. The next meeting will be held on Monday, September 20, 2021 at 5:00 p.m. Location to be determined at a future time.

Respectfully submitted,

John Molinar, Assistant Public Works Director - Street & Sanitation
JM: ng