

TUESDAY, MAY 7, 2002

A regular meeting of the Council of the City of Burbank was held in the Council Chamber of the City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 5:07 p.m. by Mr. Laurell, Mayor.

CLOSED SESSION

Present- - - - Council Members Golonski, Murphy, Ramos, Vander Borgh and Laurell.

Absent - - - - Council Members None.

Also Present - Mr. Ovrom, City Manager; Mr. Barlow, City Attorney; Ms. Alvord, Assistant City Manager; and, Mrs. Campos, City Clerk.

Oral Communications There was no response to the Mayor's invitation for oral communications on Closed Session matters at this time.

5:07 P.M. Recess The Council recessed at this time to the City Hall Basement Lunch Room/Conference Room to hold a Closed Session on the following:

- a. Conference with Legal Counsel – Existing Litigation:  
Pursuant to Govt. Code §54956.9(a)
  1. **Name of Case:** In the matter of the application of Burbank-Glendale-Pasadena Airport Authority – Administrative (Variance) Hearing conducted by Cal Trans.  
**Case No.:** OAH No. L-9701269  
**Brief description and nature of case:** Administrative review of Airport noise variance standards.
  2. **Name of Case:** City of Burbank v. Burbank-Glendale-Pasadena Airport Authority.  
**Case No.:** BC259852  
**Brief description and nature of case:** Declaratory Relief.
  3. **Name of Case:** Karam v. City, et al.  
**Case No.:** CV-01-00694 RSWL  
**Brief description and nature of case:** Alleged constitutional violations.
  4. **Name of Case:** McMurray v. City, et al.  
**Case No.:** BC247304  
**Brief description and nature of case:** Employment discrimination allegations.
- b. Conference with Legal Counsel – Anticipated Litigation (City as possible plaintiff):

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- Pursuant to Govt. Code §54956.9(c)  
**Number of potential case(s): 2**
- c. Conference with Legal Counsel – Anticipated Litigation (City as potential defendant):  
Pursuant to Govt. Code §54956.9(b)(1)  
**Number of potential case(s): 1**
- d. Public Employee Performance Evaluation:  
Pursuant to Govt. Code §54957  
**Title of Employee’s Position:** City Attorney.
- e. Conference with Real Property Negotiator:  
Pursuant to Govt. Code §54956.8  
**Agency Negotiator:** Community Development Director/  
Susan Georgino  
**Property:** 101, 107, 111, 123 and 1101 West Burbank  
Boulevard (City property), and 3510-3516 West Alameda  
Avenue (Agency property).  
**Parties with Whom City is Negotiating:** City of Burbank  
and Redevelopment Agency of the City of Burbank.  
**Terms Under Negotiation:** Exchange of City and Agency-  
owned property for the 134 on/off-ramp project.

Regular Meeting Reconvened in Council Chambers      The regular meeting of the Council of the City of Burbank was reconvened at 6:41 p.m. by Mr. Laurell, Mayor.

Invocation      The invocation was given by Reverend Tania Kleiman, Olive Branch Ministries.

Flag Salute      The pledge of allegiance to the flag was led by the Police Department Honor Guard and Officer Michael Reyes.

ROLL CALL

Present- - - -      Council Members Golonski, Murphy, Ramos, Vander Borght and Laurell.

Absent - - - -      Council Members None.

Also Present -      Ms. Alvord, Assistant City Manager; Mr. Barlow, City Attorney; and, Mrs. Campos, City Clerk.

301-1 Salvation Army Week      Mayor Laurell presented a proclamation in honor of National Salvation Army Week to Captain Gary Smith from the Burbank Chapter of the Salvation Army.

- 301-1  
Older Americans  
Volunteer  
Awardees
- Mayor Laurell and Burbank Senior Board President Gay Maund recognized the Older American Volunteer Award Recipients, mentioning that this year's theme is "America, a Community for All Ages." Mayor's Commendations were presented to Julia Larsen, James Fryman, Joseph Marra, Edward Tess, Grace Levionian, Jane Mulder, and Peter McGrath, this year's Los Angeles County's Outstanding Older American.
- 301-1  
BPD Color Guard  
Trip to  
Washington  
D.C.
- Chief Hoefel introduced the members of the Burbank Police Department Honor Guard who will be traveling to Washington, D.C. with Mayor Laurell and Vice Mayor Murphy to participate in the annual National Law Enforcement Officers Memorial ceremony: Lieutenant Craig Varner, Sergeant Tracy Sanchez, Detective Matt Ferguson, Officer Fernando Muñoz, Officer Chris Dunn, Officer Michael Reyes, Officer Chris Canales, Captain Larry Koch, and Officer Joe Dean.
- Reporting on  
Council Liaison  
Committees
- Mrs. Ramos reported that she had attended a reception of the Los Angeles County Division of the League of California Cities the previous Thursday honoring Assembly Member Jenny Oropeza, the newly-appointed Chair of the Assembly Budget Committee, who reported on the status of the State budget, stating that the Assembly's priorities are education, health care and the social safety-net services. In Assembly Member Oropeza's opinion, the cities' portions of the Vehicle License Fees would be at risk, however the rebates to consumers would be considered in the budgetary process, and that transportation projects which were currently in the pipeline should not be affected by budget cuts despite the State's \$20 to \$22 billion shortfall, but that next year's budget cycle would be even more difficult.
- Mr. Vander Borcht reported a meeting of the Auto Dealership Sub-Committee in a renewed effort to bring auto dealerships to the former Zero site.
- Reporting on  
Closed Session
- Mr. Barlow reported on the items considered by the City Council and Redevelopment Agency during the Closed Session meetings, and specifically that on a 5-0 vote unanimously approved a settlement offer tendered by AIG on behalf of its insured, Miller Pipeline Corporation, in the amount of \$74,994.61 to be paid to the City in exchange for the City's claims arising from the July 5, 2000 power outage caused by excavation activities conducted on behalf of Qwest

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406  
Airport  
Authority  
Meeting

Communications International, Inc.  
Airport Authority Commissioner Wiggins reported on the Airport Authority meeting of May 6, 2002, including: approval of the minutes of the April 15, 2002, meeting; awarding of two contracts for the Residential Acoustical Treatment Program, Modules 6.1 and 6.2 in the amounts of \$769,000 and \$775,000, respectively; awarding a contract for airfield security improvements; approval of the Disadvantaged Business Enterprise (DBE) Participation Goals, including a 14 percent DBE for construction and an 11.4 percent for the concessions; approved a Transportation Security Administration Law Enforcement Contract for reimbursements at the Airport's security checkpoints which will provide the Airport Authority federal funds in the amount of \$1,985.00 per day, beginning in May, for officers at checkpoints; conducted a public hearing on access fees for off-airport operators and by a vote of 8-1 approved access fees of \$1.50 per trip and 10 percent of gross revenues for off-airport parking contractors; received the 2002-2003 Draft Budget; and voted to adopt a Notice of Intent for a Negative Declaration to begin the passenger terminal security enhancement project. Commissioner Wiggins stated that the Airport Authority wished to make a presentation to the City Council on the security enhancement project at either the May 21 or May 28 Council meeting.

Mr. Golonski requested that the information on the security enhancement project be put on the Airport Authority's website for the benefit of the community.

The Council received the report.

First Period of  
Oral  
Communications

Mr. Laurell called for speakers for the first period of oral communications at this time.

Citizen  
Comment

Appearing to comment were Marita Garrahan, expressing appreciation to the Council for their constant collaboration with the Burbank Unified School District, for sponsoring and helping institute the PeaceBuilders program, and inviting the Council to the Volunteers Thank-You Tea on Monday, May 20<sup>th</sup> at 10:00 a.m.; Esther Espinoza, inquiring as to the status of her claim, and on her perceived support throughout the community; and Mark Barton, on the weekly speakers during Oral Communications, and expressing concern about speakers being interrupted.

Staff

Members of the Council and staff responded to questions

Response	raised.
Second Period of Oral Communications	Mr. Laurell called for speakers for the second period of oral communications at this time.
Citizen Comment	<p>Appearing to comment were Captain Lew Stone, President of Burbank Firefighters Association Local 778, on additional Staff Aides not being included in the Fire Department's budget, on the fact that the only position requested is that of a civilian Disaster Services Coordinator, on the development of NFPA 1710 pertaining to the requirement for additional Staff Aides, and asking the Council to hold the line on non-essential expenditures during the budget process; Eden Rosen, on budget appropriations, on the meaning of providing good customer service, on lack of service from the Landlord-Tenant Commission, and requesting that money be budgeted for customer service training; Mark Barton, on anticipated litigation and opposing the Declaratory Relief lawsuit; C.L. Stack, expressing disappointment that Mr. Vander Borcht was the only Council Member present at the 161 Study Meeting; Howard Rothenbach, on the Phase 3 construction costs for the Burbank Boulevard Overpass Widening, inquiring whether the Phase 2 Change Order will be reimbursed by the grant;</p> <p>Dr. Theresa Karam, on the Karam v. City of Burbank lawsuit, summarizing the history of the case by stating that the City is being represented by Richard Terzian, that the City filed charges against her for trespassing and interfering with an officer, that the case went to a full trial which cost her \$20,000, that the case was thrown out of court after which she filed a lawsuit against the City for malicious prosecution, that Mr. Terzian submitted a request for Summary Judgment which was granted by the Judge and that Mr. Terzian is now requesting attorney fees in the amount of \$169,000 and court costs which will cause her financial ruin, stating that the case is on appeal and requesting financial assistance from the community to help her offset these expenses; and David Piroli, on the proposed massive State budget cuts, inquiring whether the City has a contingency plan which goes beyond what is normally set aside to protect the City against a devastating shortfall, stating that next year's budget will be even tighter and that new taxes will not be imposed by the State until next year's budget.</p>
Staff Response	Members of the Council and staff responded to questions raised.

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Motion It was moved by Ms. Murphy and seconded by Mr. Golonski that "the following items on the consent calendar be approved as recommended."

Minutes Approved The minutes for the regular meetings of March 19 and March 26, 2002 and the Town Hall meeting of March 28, 2002 were approved as submitted.

1301-3 Alley Reconstruction (B.S. 1096) RESOLUTION NO. 26,233:  
A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING AND ADOPTING CONTRACT DOCUMENTS, PLANS AND SPECIFICATIONS, AND DETERMINING THE LOWEST RESPONSIBLE BIDDER, ACCEPTING THE BID, AND AUTHORIZING EXECUTION OF A CONTRACT FOR THE 2001 ALLEY RECONSTRUCTION PROJECT, BID SCHEDULE NO. 1096.

1301-3 Avon St. Imp., Avon to Hollywood Way (B.S. 1042) RESOLUTION NO. 26,234:  
A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING AND ADOPTING CONTRACT DOCUMENTS, PLANS AND SPECIFICATIONS, AND DETERMINING THE LOWEST RESPONSIBLE BIDDER, ACCEPTING THE BID, AND AUTHORIZING EXECUTION OF A CONTRACT FOR AVON STREET IMPROVEMENTS, EMPIRE AVENUE TO HOLLYWOOD WAY, BID SCHEDULE NO. 1042.

1301-3 1702 801-2 Five Points Phase 3 (Burbank Blvd. Bridge Widening) B.S. 1045 RESOLUTION NO. 26,235:  
A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE FINAL CHANGE ORDER FOR BID SCHEDULE NO. 1045, BURBANK BOULEVARD/VICTORY BOULEVARD INTERSECTION REALIGNMENT PROJECT, PHASE 2; AND AMENDING FY 2001-2002 ANNUAL BUDGET FOR THE COMPLETION OF THE FIVE POINTS IMPROVEMENT PROJECT.

804-5 Examination of Sales and Use Tax Records RESOLUTION NO. 26,236:  
A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING EXAMINATION OF SALES AND USE TAX RECORDS.

Adopted The consent calendar was adopted by the following vote:

Ayes: Council Members Golonski, Murphy, Ramos, Vander Borgh and Laurell.

Noes: Council Members None.  
 Absent: Council Members None.

801-2  
 Proposed FY  
 2002-03 Budget

Mr. Hanway, Financial Services Director, began the budget presentation by stating his presentation will include an overview of the proposed budget, followed by the individual departments reviewing significant budget highlights of their respective budgets. He mentioned that the proposed budget includes available balances from both a recurring and non-recurring standpoint, and subsequent budget changes which occurred since the printing of the proposed budget. With regard to source of funds, Mr. Hanway reported a balance of \$457,500,000 for all funds in the budget of which the General Fund portion totals \$112,436,000. Discussing appropriations, both recurring and non-recurring, he stated the projected appropriations total over \$450,000,000 of which the General Fund is just over \$110,000,000. Next, he focused on available balances from the General Fund as follows: recurring revenues begin with \$111,835,031, from which is deducted the amount to set aside for the in-lieu tax as well as utility users tax (UUT) and interest thereon on the last four electric rate increases (\$3,458,245), leaving an available balance of \$108,376,786; and the projected recurring appropriations is \$106,769,446, and are estimating salary/benefit augmentation to be approximately \$1,585,000, which leaves \$22,340.

Mr. Hanway explained the General Fund recurring revenues total \$11,835,03, and the three largest revenue generators are sales tax revenues, property tax revenues, and utility users tax revenues which total over one-half of the General Fund. From a non-recurring basis, he reported a projected beginning available balance of \$1,510,435, most of which relates to the Airport reimbursing the City for Police services at the Airport, ramp-up savings for the Buena Vista Library, Development and Community Services Building debt service, and additional projected PERS ramp-up savings totaling \$4.1 million, and staff recommends expending \$3,763,000 of that, leaving a projected non-recurring surplus of \$336,000. Next, Mr. Hanway addressed two changes which occurred subsequent to the printing of the budget as follows: addition of a part-time Work Trainee for the Information Technology Department, and upgrading of a position in the Community Development Department to Management Secretary. He also pointed out there is no increase for Fire Department overtime costs, but stated staff is doing an analysis of Fire overtime, and will return at mid-year to address that need.

From a recurring appropriation standpoint, Mr. Hanway

reported the General Fund total is \$106,769,446 with Safety Services comprising about 46 percent of the General Fund. He outlined the General Fund Reserve Balances, including the Working Capital Reserve Fund which is set at 15 percent of the General Fund appropriations, the Emergency Reserve Fund which is set at five percent of General Fund appropriations, the Burbank Water and Power Competitiveness Fund, which is comprised of the first two electric rate increases, and the incremental UUT, in-lieu taxes, and interest on the last two rate increases.

Mr. Hanway explained the General Fund non-recurring one-time items include \$96,000 for the purchase of books and computers at the Buena Vista Library; \$390,000 for the Hillside Neighborhood Protection Plan; \$500,000 for Youth Programs; \$1,500,000 for seismic strengthening of City buildings; \$314,000 for communications equipment for radio replacements; and \$585,000 in Police overtime (reimbursed by the Airport). Some of the other significant drivers of increases included the Internal Service Fund charges which increased by \$1,816,000, increases for premiums in the Risk Management Self-Insurance Fund for Torte Liability in the amount of \$1,129,000, the computer replacement fund which is increasing by \$482,000, and electric rate increases totaling \$121,000.

Mr. Hanway concluded by cautioning the Council to be aware that a one percent Materials, Supplies, and Services (MS&S) increase was granted to each department, to be allocated at the departments' discretion, and that the PERS miscellaneous budgetary rate is zero percent because the City was superfunded, due to the reduction in the benefit cost of the PERS rate.

Mrs. Anderson, City Treasurer, reported that the City Treasurer's Office budget decreased \$21,000 due to superfunding the PERS budgetary rate and savings on insurance rates and equipment rental rates, and the MS&S Budget increased by \$1,222. In addition, she requested \$2,140 for the purchase of an additional computer.

Ms. Wyatt, Information Technology Director, presented the Information Technology Department's budget, stating that a significant decrease had been realized in their budget and briefly highlighted changes as follows: stayed within the one percent allowed MS&S increase; increased Salaries & Benefits by \$174,000 to fund two new positions, a revenue-offset Database Administrator to support the BWP Customer Information System and a Network Systems Assistant to provide on-site technical support at the new Buena Vista



Library. She stated Capital Outlay requests include two new computers to support the two new positions, and the replacement of two network servers through the Computer Equipment Replacement Fund.

Next, Ms. Wyatt discussed Internal Service Fund 537, the Computer Replacement Fund, and explained that the rental rates are captured and accumulated for the replacement of computers on a regular cycle and that, previously, computer hardware was comingled with other office equipment in Fund 533 and the computers are now being moved to Fund 537, which explains the \$497,869 increase in the rental rates. Additionally, she reported unaccounted inventory has been added to Fund 537, that the lifecycle of computers has been reduced from four to three years, further increasing rental rates on the equipment, and that \$761,840 was budgeted for computer equipment replacement during the next fiscal year.

In conclusion, Ms. Wyatt stated she would be presenting a Discussion Paper for a Mobile/Wireless Initiative on behalf of all the City departments interested in using this type of technology which could have a fiscal impact of up to \$120,000 for employees to do field work with a hand-held device to eliminate redundant data entry in the office. She emphasized that development of a master plan will ensure that individual departments don't purchase the technology individually which will result in multiple architectures and different support plans.

Mr. Fuchs, Library Services Director, reported a large increase in Salary & Benefits and corresponding decrease in MS&S due to the fact that the ramp-up money for the Buena Vista Branch was being kept in MS&S and the Salary & Benefits portion of it is now being shifted to the correct account, so the Library has a \$300,000 increase in Salary & Benefits and \$300,000 decrease in MS&S, and additionally a decrease in Capital Outlay expenditures for next year. Mr. Fuchs addressed the addition of four full-time positions (two Librarian positions and two Library Assistant positions), and other part-time positions which were built into the ramp-up savings over the past three years to enable the Library to double the staff from the current Buena Vista Branch to the new, larger facility.

Mr. Fuchs reported that in addition to the allowed one percent increase in MS&S, the Library's increase includes \$13,818 for a full year maintenance of the Public Library Internet Access, and a one-time non-recurring appropriation of \$75,000 for an opening day book collection, being augmented by an additional \$75,000 contribution from the

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Friends of the Library, and an additional amount of \$21,000 to be applied to technology funding. He added that an additional \$125,226 in recurring funds has been ramped-up for operating expenses for the Buena Vista Library, and that one-quarter of this amount has been placed in a holding account for anticipated savings due to the Buena Vista Branch being operational for nine months in FY 2002-03.

Mr. Fuchs concluded by informing the Council that he would present a Discussion Paper at the May 23, 2002, Council meeting to request an additional appropriation for Buena Vista Branch Sunday hours, briefly outlined the three options available, and stated that staff recommends, if funding is available, to keep both Central and Buena Vista open on Sunday, but if funding is not available, to close Central on Sundays and open Buena Vista instead because it is capable of serving more people than Central.

9:00 P.M.  
Recess

The Council recessed at this time. The meeting reconvened at 9:17 p.m. with all members present.

Budget cont.

Chief Hoefel reported the Police Department's proposed \$30.4 million budget increased by \$1.8 million, that 86 percent of the budget represents Salaries & Benefits, and \$1.3 million of the budget increase falls into three Salaries & Benefits categories: 1) the Memorandum Of Understanding, the contract with the Burbank Police Officers Association and other employee associations, 2) the revenue offset costs of providing service to enhance security at the Burbank Airport in the amount of \$585,000 for the first nine months of next year, and 3) new positions and upgrades of existing positions. Next, Chief Hoefel highlighted requests for new positions, including revenue offset positions in Traffic Enforcement which will fund the other positions and upgrades in the Police budget as follows: Parking Control Officer, Parking Control Officer Supervisor, upgrading of Police Officer position to Police Lieutenant, upgrading of two Police Records Technicians to Police Records Technician Supervisors, upgrading Animal Control Officer to Senior Animal Control Officer and upgrading an Intermediate Clerk position to Senior Clerk at the Animal Shelter.

With regard to increases in MS&S, Chief Hoefel cited a \$7,100 increase to cover the hospital fees for examinations; \$57,000 increase in Governmental Services to cover the Police Department's share of the cost of the Probation Officer assigned to Outreach, and explained that while this was previously paid out of asset forfeiture funds a government

audit has determined that this is not an allowable expenditure of these funds; and an increase of \$8,000 in professional services for the Animal Shelter to cover spay/neuter costs. He added that Capital Outlay items requested include a Parking Control vehicle and two hand-held citation computers for the new positions. Finally, Chief Hoefel explained three fee revisions for public records as follows: due to a recent Court decision, a decrease in the fee charged for a crime report resulting in a \$2 charge, an increase from \$5 to \$25 for a Local Arrest Record, an extensive check of a person's criminal record which includes fingerprinting, and implementation of a \$20 fee for a clearance letter which verifies that the person requesting the letter is not currently wanted for a crime. Mr. Ovrom added that the Police Department has not added any sworn officers this year due to a population decline which enabled the City to maintain a ratio of 1.6 officers per 1,000 residents.

Chief Davis reported that the Fire Department's budget reflects an overall increase of \$410,000 or about two percent, and reiterated there are some overtime costs which have not been incorporated into the budget at this time and that such costs will be determined at a future date; an increase of \$429,000 in Salaries & Benefits to cover a 2.7 percent MOU driven increase; a \$157,000 or five percent increase in MS&S, and had a \$177,000 or 60 percent decrease in Capital Outlay. He discussed the ramifications of the September 11 terrorist attack on Fire Department services, and requested a new Administrative Analyst I position to serve as Assistant Disaster Preparedness Coordinator, and a salary increase to the level of Administrative Officer for the Disaster Preparedness Coordinator, who is currently on active duty with the Coast Guard.

Chief Davis reported on increases in MS&S as follows: a mandatory increase in Governmental Services of \$38,505 due to a four percent increase in the Verdugo Center operation; a \$10,000 increase in Private Contractual Services to cover increased costs for contractors used for brush clearance on City-owned property; \$5,000 for additional nurse educator work hours to meet Department of Health Services requirements; \$9,440 for six additional EOC subscriptions to the Emergency Management Information System as well as an increase in subscription cost which enables the department to have information at all times during an emergency in the Los Angeles Basin; \$7,830 to send eight additional City employees to the California Specialized Training Institute for Disaster Preparedness training; and \$4,000 for repairs, equipment and supplies for the Fire Safety Trailer which is co-operated by Burbank, Glendale and Pasadena, of which

\$3,000 is revenue offset. With regard to Capital Outlay items, Chief Davis requested \$36,000 for the replacement of 40 engine company TFT nozzles as part of a three-year total replacement cycle; \$30,000 for three thermal image cameras; and \$46,216 for a mid-size sport utility vehicle, new computer, office furniture and radio for the new Assistant Disaster Preparedness Coordinator.

Finally, Chief Davis indicated he would present two Discussion Paper items which include updating the Hazardous Materials Area Plan with a request of \$25,000 of non-recurring money, \$20,000 which will likely be reimbursed through the Hazardous Materials Emergency Plan Grant, and various MS&S items requested for the Disaster Services Division.

Mrs. Georgino, Community Development Director, reported that the Community Development Department's proposed budget is approximately \$5.9 million, which reflects decreases of slightly over \$250,000 in the overall budget, and specifically decreases of about \$36,000 in MS&S and of \$229,000 in salary and benefits; that there are no new capital outlay items; and that net positions remain the same. She outlined several position upgrades and job titles and the justification for each.

Next, Mrs. Georgino addressed the Redevelopment Program Summary, including the Golden State, City Centre, West Olive, South San Fernando and Low Mod programs, she stated that only the Golden State and South San Fernando project budgets indicate modest increases. She stated the only MS&S increases were due to requirements of SB975 to monitor prevailing wage while going forward with projects. She noted a \$150,00 Capital Improvement Request for renovation to Robert Gross Park and substantial improvements to Empire Avenue in the Golden State Project Area. Mrs. Georgino noted a request for \$100,000 to be appropriated for South San Fernando land acquisition to add to the previously appropriate \$670,000 in connection with the Lance project, as well as \$400,000 for focus neighborhood projects.

She stated that a request is being made for a position upgrade from Project Analyst to Redevelopment Project Manager, recognizing that this position is currently responsible for all aspects of the City's economic development program, including managing the Work Force Connection. She indicated that the Capital Outlay requests in Redevelopment were for the purpose of upgrading graphics software and to create an ergonomic workstation for the Graphics Illustrator who provides approximately 80 percent of

graphics work for the entire City, a Geographical Information System workstation to perform studies and property profiles, and a laptop and projector for presentations and distance learning. She stated that the Redevelopment/Low-Mod Capital Improvement Projects included the South San Fernando Boulevard Streetscape Project, the Focus Neighborhood Project and South San Fernando Land Acquisition. With regard to Transportation and Capital Improvements Projects, Mrs. Georgino highlighted the Burbank Local Transit Shuttle Bus Procurement Program, the Barham Cahuenga Corridor Improvements, Chandler Accessway, San Fernando Connector/Empire Interchange, Buena Vista/Winona/I-5/San Fernando Intersection and State Route 134 Ramp Improvements.

Next, Mrs. Georgino outlined Community Development Department fee changes including a new fee of \$350.00 for the preparation of Covenants, a new fee of \$50.00 for building inspection related to solar power paneling, a proposed fee increase from \$25 to \$30 for the cost of investigation and consulting services in the Building Division, and an increase in the hourly rate of plan check from \$80.00 to \$90.00.

Mrs. Georgino concluded by briefly discussing the Community Development Department's Discussion Paper items which include Council Member Ramos' request to discuss the appropriation of Community Development Block Grant funds for the Code Enforcement Program, and additional angled parking in Magnolia Park.

Mr. Flad, Park, Recreation & Community Services Director, reported that their budget has increased about \$40,000, and reviewed several new positions, most of which are revenue offset, as well as requested upgrades. Mr. Flad highlighted MS&S increases as follows: special contract services increased \$58,740, and this item is revenue offset; background checks increased \$32,413, but will be completely revenue offset; Independence Day celebration increased \$1,000, which will be revenue offset; also revenue offset is the "Art in Public Places" promotion at a cost of \$10,000 to put into a maintenance fund for existing art pieces owned by the City and to continue to promote the program; the RecWare software, which serves the dual purpose of facility reservation and class registration programs, totaling \$37,500; a ¾-ton pickup truck for the groundskeeper added to Abraham Lincoln Park for \$32,000; and a delivery van primarily for the nutrition program for \$30,000.

Next, Mr. Flad addressed Capital Outlay items which included a Global Precision System tree locator (\$15,000); ten ergonomic chairs (\$6,000); refinishing the hardwood floor in the gym at the Verdugo Recreation Center (\$15,700) and a color printer (\$2,577) which will be revenue offset as it is funded by the Burbank Athletic Federation. With regard to fee changes, Mr. Flad cited the restructuring and increase of picnic fees, increase in the Afterschool Program fees to cover extended hours of operation, and the increase of golf fees.

Mr. Flad outlined Capital Improvement Projects by fund as follows: from the General Fund, Mr. Flad addressed the Joslyn Computer Lab previously approved by Council for \$20,700, and the construction of the walkway recognizing Park, Recreation and Community Services volunteers in the amount of \$25,000; from Fund 534, Mr. Flad addressed repair/replacement of the irrigation systems at parks, medians and traffic islands in the amount of \$50,000, a Master Plan for all Park, Recreation & Community Services facilities in the amount of \$50,000, the George Izay Park Facility and Miller School Park restroom improvements in the amount of \$82,500, construction of a stage at Johnny Carson Park in the amount of \$10,000 and repair of the Roller Hockey Rink in the amount of \$75,000; from Fund 301, renovation of the picnic facilities at Robert Gross Park in the amount of \$150,000; from Fund 495, land improvements at the Debell Golf Course in the amount of \$100,000, and facility master plan in the amount of \$375,000.

In conclusion, Mr. Flad outlined the Park, Recreation & Community Services Discussion Paper items, including beautification of vacant parcels of land and City rights-of-way in the amount of \$45,000, tree trimming response time reduction in the amounts of \$278,323 in recurring costs and \$147,500 in non-recurring costs, the Community Services grant funding mechanism in the recurring amount of \$100,000, additional PerformArts grant funding in a recurring amount of \$7,950, enhancement of the winter holiday decorations for the Burbank Village and Magnolia Park business districts in the amounts of \$76,417 in non-recurring funds and \$25,000 in recurring funds beginning in FY 2003-04, and the installation of signage at the Burbank Center Stage/Colony Theater in the amount of \$65,000 in non-recurring funds.

Mrs. Campos, City Clerk, indicated the City Clerk's Office budget request included no additional personnel or capital outlay items, and that the MS&S increases reflected increases in insurance, election services, and microfilming costs. She requested an increase of \$13,625 to begin the ramp-up of the

election account for the 2003 Elections due to election costs increasing each year. Mrs. Campos explained that in the previous year, \$93,925 was budgeted, that the current request was for \$107,550, and that the majority of ramp-up costs were covered by the reallocation of funds from the current budget's contingency funds for agenda printing and a portion of the allowable increase for MS&S, and the remaining exception was in the amount of \$3,246.

Mrs. Sarquiz, concluded by thanking the Department Managers who made budget presentations and stating that a proposed Budget Brochure has been made available to the public which, along with the Proposed Budget, will be put on the website.

The City Council reviewed the proposed budget materials and directed staff to incorporate any necessary changes into the proposed budget to be considered by the City Council at the June 11, 2002 public hearing and subsequently adopted at the June 18, 2002 meeting.

1600  
206  
Prohibit Non-  
Electric Vehicles  
From Parking in  
Spaces  
Designated for  
Electric  
Vehicles

Mr. Barlow, City Attorney, presented a report recommending that the Council adopt the proposed ordinance prohibiting the parking of non-electric vehicles in spaces designated for electric vehicles in City-owned parking lots. The report stated that electric vehicle charging stations have been installed at certain parking spaces by the City so the vehicles can be charged while they are parked and, at the present time, the City has no enforceable restrictions on such parking spaces and, without such an ordinance, the Burbank Police Department can neither cite nor tow non-electric vehicles which park in these spaces.

Ordinance  
Introduced

It was moved by Ms. Murphy and seconded by Mr. Golonski that "the following ordinance be introduced and read for the first time by title only and be passed to the second reading." The ordinance was introduced and the title read:

1600  
206  
Prohibit Non-  
Electric Vehicles  
From Parking in  
Spaces  
Designated for  
Electric  
Vehicles

AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING ARTICLE 12, CHAPTER 29, SECTION 29-1015 OF THE BURBANK MUNICIPAL CODE TO PROHIBIT NON-ELECTRIC VEHICLES FROM PARKING IN SPACES DESIGNATED FOR ELECTRIC VEHICLES.

