

WEDNESDAY, JULY 16, 2003

An adjourned meeting of the Council of the City of Burbank was called to order this date as a joint meeting with the Board of Education, at the Buena Vista Library, 300 North Buena Vista Street, at 6:05 p.m. by Ms. Murphy, Mayor.

ROLL CALL

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

Board Members Bunch, Kemp, Krekorian, Lackey and Burnett.

Absent - - - - Council Members None.

Board Members None.

Also Present - Ms. Alvord, City Manager; Mr. Barlow, City Attorney; Mrs. Campos, City Clerk; Dr. Bowman, Superintendent; Dr. Kiafar, Chief Facilities and Development Superintendent; Mrs. Boegh, Director of Career Education; Mr. Bradley, Assistant Superintendent for Business Services; Mr. Jannace, Director of Pupil Services; and Mr. Vonk, Director of Technology Services.

Flag Salute The pledge of allegiance to the flag was led by Council Member Mr. Vander Borght.

Mayor Murphy welcomed viewers and those in attendance to the meeting, noting that the Board of Education and City Council members meet periodically to discuss items of mutual interest.

Oral Communications Mayor Murphy called for oral communications at this time.

Oral Communications Appearing to comment were Linda Walmsley, teacher, suggesting involving the community/foundations in supporting the schools; Bob Etter, commenting on the installation of single-paned windows in one of the new schools; Roland Armstorff, suggesting fundraising ideas for the schools such as waiving of City fees for any events held by the District, including the use of the Starlight Bowl, suggesting the City purchase schools facilities and lease them back to the school for a nominal sum of \$1 per year, instituting a hotel tax to be used for schools, noting Anaheim charges \$6 per night extra which is used to maintain infrastructure; and Diane Abasta, Co-President of the Burbank Teachers Association (BTA), expressing appreciation to the Council and School Board for the joint meeting, offering the association's assistance, stating the teachers are interested in obtaining a list from the City of needs, such a pen pals or visits to seniors, which they can assist with, expressing support for the development of alliances.

Prioritized List of
Items/Needs
from the School
District

Following a brief introduction by Dr. Bowman, Mrs. Burnett stated the School Board discussed several items but did not come up with a specific list of priorities which would require extra time and deliberation, and noted the difference in the budget processes of the School District and the City. Mrs. Lackey, stated the School District's budget process involves site administrators, district level administrators, and the Budget Oversight Committee, noting the individuals who volunteered their services were now on summer break and the item would be reconsidered when school was in session and the volunteer group could be reconvened. She also referenced the Strategic Master Plan, which guides the School District's budget process, and noted the three new Board Members have not had the opportunity to undertake the planning process, which involves parents and members of the community.

Mr. Golonski stated the Council was hoping for a prioritized list encompassing programs that could impact the next school year. Mrs. Lackey added the School Board was considering a long-term plan and vision for the next five years and the most comprehensive way to accomplish the plan was to involve several parties. She added part of the discussion was to undertake a major fundraising campaign with the help of a professional volunteer, who would help formulate the strategy of a community-wide fundraiser. Mr. Campbell expressed appreciation to the School Board for taking a long-term approach and inquired if there were any short-term needs that the City could be of assistance with while the long-term plan was being established. Mr. Krekorian noted the School District had undergone a \$2 million budget reduction process, and the determination of the highest priority to consider was not a simple decision. He noted the need for the School District to change its operating practices in an effort to fulfill its mission, and added the State's budget deficit also added to the challenge.

Mayor Murphy was supportive of taking a look at the whole picture before deciding on the best long-term plan and noted the challenge of coming up with long-term solutions after a budget period with three new members. She indicated support for fundraising efforts in partnership with the City, and suggested a "Taste of Burbank" event on San Fernando Road where half of the proceeds could go the schools, and half to the City's teen programs. Dr. Bowman expressed concern regarding reinitiating any program without a guaranteed funding source. Mrs. Lackey noted the value of a united School Board and Council effort in approaching the community for fundraising support. Mrs. Ramos referenced the City of Santa Monica's proposal to implement a parcel tax to

supplement the schools budget and inquired whether the School Board considered such a proposal. Mrs. Lackey responded the proposal was discussed superficially and noted it required a tremendous amount of work before being presented to the community, including: reversing the budget process; reviewing the business practices and the Strategic Master Plan; and forming goals, visions and priorities.

Exploration and
Prioritization of
Possible Areas
of Cost Savings/
Synergies

Ms. Alvord, City Manager, stated staff provided the Council and Board Members with a list of possible joint ventures and legislation which must be considered with regard to partnerships with the School District. She referenced several joint efforts that would benefit both agencies such as purchase of gasoline, warehousing, and fleet maintenance. She added staff was open to pursuing any of these ideas, with legal advice on the consolidation provisions. Dr. Bowman stated the joint purchasing venture was being considered and noted since elevators were being added to the new buildings, joint maintenance and technology contracts would be assessed. He suggested discussion among staff members to explore all possibilities. Mr. Bunch, Mrs. Burnett and Ms. Murphy expressed support for discussions among staff members for joint ventures with a report to be provided to both bodies. Ms. Alvord suggested staff report back in a tier process with an initial report being provided within 45 days. Mr. Golonski suggested a regular 30-day report. Ms. Alvord suggested a report be presented in 45 days to present the tiers and suggestions for a possible timeline.

Staff was directed to return in 45 days with an initial report and suggestions on the frequency of future reports.

Public/Private
Fundraising
Options/
Foundations/
Non-profits

Dr. Bowman stated the Burbank Educational Foundation (BEF) was a 501(C)3 organization established in the late 1980's. He added though there have been no major fundraising efforts, BEF's current effort has been the provision of Standard Admission Test (SAT) preparation classes for students, which have benefited several hundred students with low-cost fees. He stated at the elementary level, not inclusive of the Burbank Teachers Association (BTA) involvement, over \$20,000 was raised, in addition to and \$900,000 from the high schools, for a total of over \$1 million. He noted the need for partnership with residents or professional volunteers who have been successful in raising large sums of money for capital projects, and added BEF's president would be contacting several individuals. He also noted several business groups that are already donating hours of service to the schools through reading processes, school volunteers, and providing school

materials, and that more help from these businesses and organizations would not be sought. He concluded the foundation was in the process of undertaking major fundraising efforts.

Mrs. Burnett reiterated the need for a major fundraising effort and requested any willing community members contact BEF through the Superintendent's office. Dr. Bowman noted the value of community support and fundraising groups in successful efforts for the school districts in the cities of Santa Monica, Arcadia, La Canada Flintridge, and Beverly Hills. Mr. Vander Borcht suggested Burbank Channel 6 run several highlights on BEF and its meetings. Ms. Murphy suggested an interview program with BEF Board Members. Mrs. Ramos inquired as to the feasibility of using the Starlight Bowl for fundraising events and Ms. Alvord responded such an idea could be considered since it was a community-benefiting use. Ms. Murphy cautioned proper noticing needed to be given to the neighborhood, explaining the purpose and frequency of the events before any schedules were made. She also suggested the selection of a Council and School Board Subcommittee to work with BEF on fundraising efforts, and Mr. Krekorian, Mrs. Ramos, Mr. Golonski and Mr. Bunch volunteered. Mr. Campbell also volunteered to contact several entertainment groups and provide leads to BEF. Mr. Golonski suggested the use of utility bill inserts in fundraising. Ms. Murphy cautioned BEF Board members needed to be included in the decision-making process and Mrs. Ramos stated the discussion would be brought out at the Subcommittee's first meeting. Mrs. Ramos inquired whether BEF considered applying for grants and Dr. Bowman responded the School District has received over \$1 million annually in grants, and that those efforts would be continued. Mr. Golonski requested Mr. Davis, General Manager, Burbank Water and Power, clarify the use of public benefit programs to aid the fundraising efforts, in the form of purchasing compact fluorescent lights and donating them to the schools for resale, and Mr. Davis responded in the affirmative.

Utility Rate
Reduction Tied
To Conservation
Efforts/Tiered
Rate Structure

Greg Simay, Assistant General Manager, Burbank Water and Power (BWP), gave a PowerPoint presentation on the current agreement between the School District and BWP. He stated the School Board consumed 10.7 million Kilowatt (kW) hours, making it one of the top customers between July 2002 and June 2003, and noted an increase in the computation rates which could be attributed to the increase in computers and new air conditioning systems. He stated in July 1997, the School Board entered into a 14-year agreement, which reduced the original subsidy by \$400,000 per year. He added the

original rates were restored gradually by means of monthly credits, with a net effect of \$40,000 in the first year to \$62,000 in the fifth year. He also stated special conservation incentives in the amount of \$100,000 were in place for the first five years of the agreement, and noted the current subsidy was in the form of a discount on part of the electric generation rate and ends on June 30, 2004. He further stated under the assumption that electric rates would drop substantially by July 2004, the remaining seven years of the contract stipulated a 10 percent increase, and noted the assumption was not likely to be realized. He added if the rates did not drop, the agreement provided the School District the right to reopen negotiations. He then discussed the different options available to the School District which included: reopening negotiations; foregoing the agreement increase and be billed at the standard rate only with no extra premium, noting this would equate to the current payment; continuing the 10 percent discount and getting additional 10 percent if spent on an agreed-upon energy conservation program; and, getting a 30 or 40 percent discount which would reduce as BWP's energy rates reduced.

Mrs. Burnett noted the challenge in determining conservation levels considering the change in base usage and the addition of new air conditioning and computers. Mr. Golonski suggested the utility rate discounts be performance based, and referenced the City's successful efforts in energy conservation. Mr. Krekorian was supportive of Mr. Golonski's suggestion and stated there was already consensus on the School Board for energy conservation to be a high priority. He added the School Board was in the process of scheduling an energy conservation workshop with Energy Smart Schools for guidance in achieving those goals. Ms. Murphy requested staff research the establishment of a baseline and report back to the Council. Mr. Campbell referenced past opportunities for energy conservation and the community's reaction, and stated he was not supportive of the utility rate discounts unless the School Board was committed to real energy savings and requested the School District utilize every opportunity, including applying for grants, pursuing LEEDS standards in future developments, and conservation. Following several School Board Members' emphasis on their commitment to energy conservation, Mr. Krekorian suggested the School Board agendaize action to be taken subsequent to the Energy Smart Schools workshop and provide the information to the Council.

Mr. Golonski suggested the School Board request that Dr. Bowman and Dr. Kiafar report on any energy conservation measures that have been implemented and consider more cost-effective measures for pending projects. Dr. Bowman

responded a report would be presented to the School Board. Mrs. Burnett mentioned a similar discussion occurred with Dr. Kiafar, who reported that all windows currently being installed in the schools are energy efficient. Further deliberation ensued, and Mrs. Burnett requested Dr. Bowman to schedule a workshop or School Board meeting which would focus on energy conservation, including reviewing of new and pending school projects, as this information would be useful in negotiating the new contract. Mr. Golonski offered BWP staff assistance in this endeavor. Mr. Krekorian extended an invitation to City staff to attend the first School Board meeting following the workshop, for input on the School Board's proposals. Following School Board Members' deliberation, Mr. Krekorian suggested staff be directed to present a report at the first School Board meeting following the workshop regarding prior efforts and any recommendations for energy conservation purposes, based on what was learned at the workshop or staff's experience, and then a decision would be made on what actions should be taken.

Reimbursement
Related to
Shared Use of
Facilities

Ms. Alvord, City Manager, presented an overview of the Joint Use Agreement between the City and the School District and stated it was established in 1988 for 20 years, and provided for out-of-pocket reimbursement between the two parties for staff time for events that were outside their regular duties. She added after 10 years, both parties realized the burden and complexity of the billing process that was very time consuming and an easier formula was devised. She explained the components of the new formula and stated the agreed-upon annual amount was approximately \$84,000 in field maintenance; weekend personnel would be provided to secure permits; and a flat fee to be negotiated annually between both entities was established. She added the most recent renegotiation was unanimously approved in September 2001.

Mrs. Burnett expressed concern over the lack of mitigation measures for negative impacts to the neighborhood by after-school programs participants and Ms. Alvord responded more facilities, especially soccer fields, needed to be provided to avoid excessive use of one facility, and that better parking alternatives would be devised to accommodate the users. She stated staff was working on acquiring property to include a soccer field in the Robert Ovrom Park project. Ms. Murphy cited different measures on easing traffic congestion resulting from the use of the Luther Burbank Middle School soccer field, and Mr. Golonski suggested the issue be assigned to staff who would report to the Council on any options, including gate usage, and availability of parking and restroom facilities. Mrs. Ramos also suggested staff be asked to report on parking

enforcement efforts in that area.

Mr. Vander Borcht noted the Park, Recreation and Community Services Department programs rely heavily on the use of school facilities and emphasized the need for the City to contribute a considerable amount to address the wear and tear of the schools infrastructure from general public use. Mrs. Lackey noted the General Obligation Bonds addressed the academic needs and could not be used for maintenance of fields and playgrounds. Nevertheless, she stated through grants, several maintenance efforts on the playgrounds have been undertaken though the fields remain unaddressed, and indicated support for City partnership to address this need. Mr. Kemp inquired how the issue of drop-in users, especially players, from outside is addressed and Dr. Kiafar responded organized activities must obtain a permit, but often there is drop-in use. He added in addition to signage, security was in place to discourage this type of use. Mrs. Ramos inquired as to the availability of Community Development Block Grant (CDBG) and Youth Endowment Services (YES) funds, and whether maintenance of all-weather tracks would be eligible for funding and Ms. Alvord stated CDBG funding was a major source for such activities but has now become very limited, and added the funding burden would be shifted to the YES fund, and clarified since eligible facilities would have to be open to public use, the School District would definitely qualify. She noted, however, an all-weather track project was an expensive undertaking which would require a large amount of funding over several years of YES funds allocation to implement. Mr. Krekorian suggested the installation of all-weather artificial fields and inquired if the Public Benefits Charge funds would aid this endeavor. Mr. Campbell clarified the artificial fields would still require watering and, with the hot climate, the entire surface would have to be watered to avoid damage from excessive heat. Mr. Davis, General Manager, Burbank Water and Power, stated the City already provides the School District with a subsidy of half its water usage, and suggested the use of reclaimed water.

In conclusion, Ms. Murphy summarized the directions from the meeting as follows: 1) the School Board would continue to work on a list of prioritized programs and report to the Council; 2) staff was directed to return in 45 days with an initial report and suggestions on the frequency of the reports; 3) a Council and School Board Subcommittee comprised of Mr. Krekorian, Mrs. Ramos, Mr. Golonski and Mr. Bunch was selected to work with the Burbank Educational Foundation (BEF) on fundraising efforts and present reports on their progress; 4) the School Board would report to the Council on their energy conservation efforts to consider utility rate

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subsidies; and, 5) staff was directed to review the reimbursements related to shared use of facilities and present a report to the Council including options such as gate usage, parking and parking enforcement efforts to relieve traffic congestion, and the availability of restrooms for after school recreational uses. Regarding the timeline, staff was directed to schedule another meeting in September/October, after which future meetings would be scheduled.

Adjournment There being no further business to come before the Council, the meeting was adjourned at 9:27 p.m. to Tuesday, July 22, 2003 at 5:00 p.m. for a Traffic Study Session.

Margarita Campos, City Clerk

APPROVED AUGUST 19, 2003

Vice Mayor of the Council
of the City of Burbank