



COUNCIL AGENDA - CITY OF BURBANK
TUESDAY, OCTOBER 7, 2003
5:00 P.M.

CITY COUNCIL CHAMBER – 275 EAST OLIVE AVENUE

This agenda contains a summary of each item of business which the Council may discuss or act on at this meeting. The complete staff report and all other written documentation relating to each item on this agenda are on file in the office of the City Clerk and the reference desks at the three libraries and are available for public inspection and review. If you have any question about any matter on the agenda, please call the office of the City Clerk at (818) 238-5851. This facility is disabled accessible. Auxiliary aids and services are available for individuals with speech, vision or hearing impairments (48 hour notice is required). Please contact the ADA Coordinator at (818) 238-5021 voice or (818) 238-5035 TDD with questions or concerns.

CLOSED SESSION ORAL COMMUNICATIONS IN COUNCIL CHAMBER:

Comments by the public on Closed Session items only. These comments will be limited to **three** minutes.

For this segment, a **PINK** card must be completed and presented to the City Clerk.

CLOSED SESSION IN CITY HALL BASEMENT LUNCH ROOM/CONFERENCE ROOM:

- a. Conference with Real Property Negotiator:
Pursuant to Govt. Code §54956.8
Agency Negotiator: Community Development Director/Susan Georgino
Property: 415 Front Street (APN 2449-036-904), Remnant High Rail Parcel (APN 2449-037-902), Vacated Portion of Front Street.
Parties with Whom City is Negotiating: Bert Boeckmann and the Ford Motor Company.
Name of Contact Person: Jack Lynch, Senior Redevelopment Project Manager.
Terms Under Negotiation: Sale of property.

- b. Conference with Legal Counsel – Anticipated Litigation (City as possible plaintiff):
Pursuant to Govt. Code §54956.9(c)
Number of potential case(s): 1

- c. Conference with Labor Negotiator:
Pursuant to Govt. Code §54957.6
Name of the Agency Negotiator: Management Services Director/Judie Sarquiz.
Name of Organization Representing Employee: Represented: Burbank Management Association.
Summary of Labor Issues to be Negotiated: Contract for Fiscal Year 2003-04.

When the Council reconvenes in open session, the Council may make any required

disclosures regarding actions taken in Closed Session or adopt any appropriate resolutions concerning these matters.

5:15 P.M. TRAFFIC AND TRANSPORTATION STUDY SESSION:

At the Traffic and Transportation Study Session conducted on July 22, 2003, the Council directed staff to follow up on a number of issues. One of the items requested was a map of current traffic service levels at local intersections. Following the commencement of the new school session in early September, staff conducted a traffic count program of critical intersections to determine current levels-of-service.

Additionally, the Study Session will cover the other informational items requested by the Council: an update on efforts to protect residential neighborhoods from traffic impacts; a discussion of how the City affects Metropolitan Transportation Authority bus service; a report on the Arroyo Verdugo Transportation Audit recommendations for improving transit service; options for implementing an expanded intra-city transit system and noon-time shuttle service; the concept and operation of car-sharing programs; and, the feasibility of an internal shuttle service at the Empire Center.

This information is intended to serve as a backdrop for the Council's discussion of traffic and transportation issues.

6:30 P.M.

INVOCATION:

The Courts have concluded that sectarian prayer as part of City Council meetings is not permitted under the Constitution.

FLAG SALUTE:

ROLL CALL:

ANNOUNCEMENT: WEDNESDAY NIGHT PRIME TIME PROGRAMS.

ANNOUNCEMENT: CHARTER REVIEW COMMITTEE APPLICATIONS.

ANNOUNCEMENT: MAGNOLIA PARK COMMUNITY ADVISORY COMMITTEE APPLICATIONS.

ANNOUNCEMENT: PROPERTY-BASED BUSINESS IMPROVEMENT DISTRICT APPLICATIONS.

ANNOUNCEMENT: FOURTH ANNUAL SECOND CHANCE WEEKEND.

ANNOUNCEMENT: COMMUNITY MEETING ON DESIGN OF CHILDCARE FACILITY/FAMILY RESOURCE CENTER.

RECOGNITION: BURBANK COMMUNITY DISASTER VOLUNTEERS.
PROCLAMATION: PUBLIC POWER WEEK.

PROCLAMATION: END DOMESTIC VIOLENCE AND ENCOURAGE BREAST
CANCER AWARENESS.

COUNCIL COMMENTS: (Including reporting on Council Committee Assignments)

INTRODUCTION OF ADDITIONAL AGENDA ITEMS:

At this time additional items to be considered at this meeting may be introduced. As a general rule, the Council may not take action on any item which does not appear on this agenda. However, the Council may act if an emergency situation exists or if the Council finds that a need to take action arose subsequent to the posting of the agenda. Govt. Code §54954.2(b).

REPORTING ON CLOSED SESSION:

AIRPORT AUTHORITY MEETING REPORT:

1. AIRPORT AUTHORITY COMMISSIONER REPORT:

At the request of the Burbank representatives to the Airport Authority, an oral report will be made to the City Council following each meeting of the Authority.

The main focus of this report will be issues which were on the Airport Authority special meeting agenda of September 22, 2003 and the regular meeting agenda of October 6, 2003. Other Airport related issues may also be discussed during this presentation.

Recommendation:

Receive report.

INITIAL OPEN PUBLIC COMMENT PERIOD OF ORAL COMMUNICATIONS: (Two minutes on any matter concerning City Business.)

There are four segments of Oral Communications during the Council Meeting. The first precedes the Closed Session items, the second and third segments precede the main part of the City Council's business (but follow announcements and public hearings), and the fourth is at the end of the meeting following all other City business.

Closed Session Oral Communications. During this period of oral communications, the public may comment only on items listed on the Closed Session Agenda(s). A **PINK** card

must be completed and presented to the City Clerk. Comments will be limited to **three** minutes.

Initial Open Public Comment Period of Oral Communications. During this period of Oral Communications, the public may comment on any matter concerning City Business. A **BLUE** card must be completed and presented to the City Clerk. NOTE: Any person speaking during this segment may not speak during the third period of Oral Communications. Comments will be limited to **two** minutes.

Agenda Item Oral Communications. This segment of Oral Communications immediately follows the first period, but is limited to comments on agenda items for this meeting. For this segment, a **YELLOW** card must be completed and presented to the City Clerk. Comments will be limited to **four** minutes.

Final Open Public Comment Period of Oral Communications. This segment of oral communications follows the conclusion of agenda items at the end of the meeting. The public may comment at this time on any matter concerning City Business. NOTE: Any member of the public speaking at the Initial Open Public Comment Period of Oral Communications may not speak during this segment. For this segment, a **GREEN** card must be completed and presented to the City Clerk. Comments will be limited to **two** minutes.

City Business. City business is defined as any matter that is under the jurisdiction of the City Council. Although other topics may be of interest to some people, if those topics are not under City Council jurisdiction, they are not City business and may not be discussed during Oral Communications.

Videotapes/Audiotapes. Videotapes or audiotapes may be presented by any member of the public at any period of Oral Communications or at any public hearing. Such tapes may not exceed the time limit of the applicable Oral Communications period or any public comment period during a public hearing. The playing time for the tape shall be counted as part of the allowed speaking time of that member of the public during that period.

Videotapes must be delivered to the Public Information Office by no later than 10:00 a.m. on the morning of the Council meeting in a format compatible with the City's video equipment. Neither videotapes nor audiotapes will be reviewed for content or edited by the City prior to the meeting, but it is suggested that the tapes not include material that is slanderous, pornographic, demeaning to any person or group of people, an invasion of privacy of any person, or inclusive of material covered by copyright.

Printed on the videocassette cover should be the name of the speaker, the period of oral communication the tape is to be played, and the total running time of the segment. The Public Information Office is not responsible for "cueing up" tapes, rewinding tapes, or fast forwarding tapes. To prevent errors, there should be ten seconds of blank tape at the beginning and end of the segment to be played. Additionally, the speaker should provide the first sentence on the tape as the "in cue" and the last sentence as the "out cue".

As with all Oral Communications, videotapes and audiotapes are limited to the subject matter jurisdiction of the City and may be declared out of order by the Mayor.

Disruptive Conduct. The Council requests that you observe the order and decorum of our Council Chamber by turning off or setting to vibrate all cellular telephones and pagers, and that you refrain from making personal, impertinent, or slanderous remarks. Boisterous and disruptive behavior while the Council is in session, and the display of signs in a manner which violates the rights of others or prevents others from watching or fully participating in the Council meeting, is a violation of our Municipal Code and any person who engages in such conduct can be ordered to leave the Council Chamber by the Mayor.

Once an individual is requested to leave the Council Chamber by the Mayor, that individual may not return to the Council Chamber for the remainder of the meeting. BMC §2-216(b).

Individuals standing in the Council Chamber will be required to take a seat. Also, no materials shall be placed in the aisles in order to keep the aisles open and passable. BMC §2-217(b).

Your participation in City Council meetings is welcome and your courtesy will be appreciated.

COUNCIL AND STAFF RESPONSE TO INITIAL OPEN PUBLIC COMMENT PERIOD OF ORAL COMMUNICATIONS:

AGENDA ITEM ORAL COMMUNICATIONS: (Four minutes on Agenda items only.)

COUNCIL AND STAFF RESPONSE TO AGENDA ITEM ORAL COMMUNICATIONS:

RECESS for the Redevelopment Agency meeting.

RECONVENE for the City Council meeting.

CONSENT CALENDAR: (Items 2 and 3)

The following items may be enacted by one motion. There will be no separate discussion on these items unless a Council Member so requests, in which event the item will be removed from the consent calendar and considered in its normal sequence on the agenda. A **roll call** vote is required for the consent calendar.

2. AMENDING RESOLUTION NO. 26,384 RELATING TO THE CIVIL SERVICE STATUS OF UNREPRESENTED MID-MANAGEMENT EMPLOYEES:

On December 10, 2002, the Council adopted a resolution that specifically listed a number of unrepresented mid-managers to be exempt from Civil Service. The staff

report indicated that the purpose was to make all newly-appointed unrepresented mid-managers exempt from Civil Service effective December 10, 2002. The resolution attempted to include all unrepresented mid-manager positions that were not currently exempt from Civil Service as this process had always worked well in the past.

However, certain classifications can now be either represented by the Burbank Management Association (BMA) or be an unrepresented mid-manager. Thus, an employee can move back and forth between BMA representation or no representation. As such, it would not be practical to request a new resolution every time such a transfer occurred. Therefore, a new resolution has been prepared for Council consideration which will ensure that the City's current policy is consistently implemented. This proposed resolution does not represent a change from the current policy adopted on December 10, 2002.

Recommendation:

Adoption of proposed resolution entitled:

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING RESOLUTION NO. 26,384 RELATING TO THE CIVIL SERVICE STATUS OF UNREPRESENTED MID-MANAGEMENT EMPLOYEES.

3. IZAY PARK WALK OF FAME AND COURTYARD PROJECT – BID SCHEDULE NO. 1146:

The purpose of this report is to obtain approval of the contract documents, plans and specifications for bid advertisement of Bid Schedule No. 1146, Izay Park Walk of Fame and Courtyard Project.

George Izay Park is an approximately 20-acre facility that receives extensive use from both Burbank park patrons and individuals from surrounding communities. After extensive discussion at the Park, Recreation, and Community Services Board and Burbank Athletic Federation (BAF) meetings, it was determined that George Izay Park is the most appropriate park facility to create a "Walk of Fame". The intent of this new feature is to recognize and honor contributions to our sports programs made by both volunteers and employees of the Park, Recreation, and Community Services Department.

Conceptual designs have been developed, presented and approved by both the Park, Recreation, and Community Services Board and BAF. The "Walk of Fame" will begin behind George Izay Ballfield #2 and will display granite pavers engraved with the individual names. The walk is designed to continue in the directions of both first and third bases, and will expand along the ballfield's exterior boundaries as names are eventually added for recognition.

Additionally, work was also deemed necessary to preserve the existing George Izay

Memorial Courtyard entrance and planter. This area was originally created to recognize the late Park and Recreation Director, George Izay, and is located in front of the Olive Recreation Center. The existing planters, paving and landscaping need renovation so that the aesthetics of this memorial and entry are maintained appropriately, and this aspect of the project will serve to create a more distinctive main entrance to the park.

Bid Schedule No. 1146 was advertised in the Burbank Leader, 14 bids were taken out and nine bids were received at the bid opening on August 5, 2003. The bids ranged from a low of \$176,343 to a high of \$340,000. Upon reviewing the contractor's reference, the low bid submitted by Mariposa Horticultural Enterprises, Inc. is recommended for bid award in the amount of \$176,343.

Funding for this project has been approved by the Council as part of the annual budget process and is available from the Burbank Athletic Federation Fund, in the amount of \$50,000, with the remainder of the project to be funded by the General Fund and Park Maintenance Reserves Account.

Recommendation:

Adoption of proposed resolution entitled:

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 IZAY PARK WALK OF FAME AND COURTYARD PROJECT BID SCHEDULE NO. 1146.

END OF CONSENT CALENDAR *** *** ***

REPORT TO COUNCIL:

4. ARROYO-VERDUGO CITIES SUBREGION TRANSIT AUDIT PROJECT:

The Arroyo Verdugo Cities (AVC) Subregion recently completed a study of transit services within the five-city area (Burbank, Glendale, La Canada-Flintridge, Pasadena and South Pasadena). The purpose of the Transportation Audit Study is to identify existing deficiencies and unmet service needs, and to develop a strategy for improving local and regional transit service. Comments from the respective City Councils will be presented to the AVC Steering Committee to assist in determining the most appropriate steps in implementing the study recommendations for improving service.

While the conclusions reached in the study generally pertain to the subregion as a whole, most have a local context as well. Within Burbank, the study found that there is an unmet demand for better connections between the Airport, and area transportation nodes and activity centers; and service deficiencies along the Buena Vista Street, Verdugo Avenue,

and Kenneth Road corridors. To address those needs, two strategies are proposed that comprise a general circulator bus service that supplements the Metropolitan Transportation Authority's (MTA's) regional routes. Alternative A is a more financially constrained strategy that proposes the restructuring of the existing commuter-oriented service, and the addition of some new routes, all operating at the same service levels and fare structures of the existing local routes in the subregion. The cost of the service is estimated to be an additional \$831,000 per year. Alternative B would increase the frequencies and spans of service on the same routes, at an added cost of \$1.5 million. Similar types of system improvements are proposed within each of the five cities.

The Financial Plan proposed by the study identifies several potential sources of funding that each of the cities may be able to utilize to cover some level-of-service improvements. Also, greater cooperation and coordination between the municipal operators and, with the MTA, is expected to result in some cost savings and service improvements. However, in order to implement the preferred subregional strategy of Alternative B, it would likely be necessary to form a single transit agency that could qualify to be considered as an "Included Operator", and thereby receive a portion of County transit funds. Those funds are currently apportioned to several transit agencies based upon their respective levels of ridership. As a combined service, the AVC Subregion would be the sixth largest in ridership and would qualify for substantial funding through this program.

Recommendation:

Staff recommends that the Council authorize staff to work with the AVC Subregion to complete a proposed priority implementation plan. The specific recommendations and actions were selected because they are considered the most appropriate initial steps, and can be accomplished through collaborative efforts without any formal organizational or funding commitments. The proposed priority implementation plan includes: (1) Pursuing opportunities for increased MTA cooperation and resource sharing between municipalities; (2) Meeting with the MTA to discuss implementing identified regional service improvements; (3) Investigating the feasibility of establishing a single transit operations and maintenance facility for a subregional transit service; and, (4) Investigating the feasibility of establishing a joint marketing and customer information service and center for the subregion.

RECONVENE the Redevelopment Agency meeting for public comment.

FINAL OPEN PUBLIC COMMENT PERIOD OF ORAL COMMUNICATIONS: (Two minutes on any matter concerning the business of the City.)

This is the time for the Final Open Public Comment Period of Oral Communications. Each speaker will be allowed a maximum of **TWO** minutes and may speak on any matter concerning the business of the City. However, any speaker that spoke during the Initial Open Public

Comment Period of Oral Communications may not speak during the Final Open Public Comment Period of Oral Communications.

For this segment, a **GREEN** card must be completed, indicating the matter to be discussed, and presented to the City Clerk.

COUNCIL AND STAFF RESPONSE TO THE FINAL OPEN PUBLIC COMMENT PERIOD OF ORAL COMMUNICATIONS:

ADJOURNMENT.

**For a copy of the agenda and related staff reports,
please visit the
City of Burbank's Web Site:
www.ci.burbank.ca.us**