

SATURDAY, MAY 7, 2005

An adjourned meeting of the Council of the City of Burbank was called to order this date at the Buena Vista Library, Community Room, 300 North Buena Vista Street, at 9:04 a.m., by Mr. Vander Borght, Mayor.

ROLL CALL

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

Absent - - - - Council Members None.

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

Oral Communications Appearing to comment were: Don Elsmore, on the Pinnacle Project, funds collected to resurface Buena Vista Street, requesting a traffic signal be installed at Verdugo Avenue and Clybourn Avenue, and that changes be made to the oral communications criteria and agenda format; Mike Nolan, on the Council's direction to add the word "action" to the Agenda Items Oral Communications criteria; Phil Berlin, encouraging the Council to discuss the constituents' expectations of the Council, commenting on oral communications criteria and agenda item coordination; and, Mark Stebbeds, on the oral communications criteria and suggesting that ceremonial items be conducted at a special meeting where a quorum is not required.

Review of Agenda Ms. Alvord briefly reviewed the agenda for the Annual Goal Setting Workshop, noting that the Planning Board would join the Council at approximately 11:00 a.m. for a study session on housing issues.

Expectations of Staff Ms. Alvord presented the handout entitled, "Our Expectations of Staff." She outlined the expectations of staff as follows: 1) reports and presentations shall be made in an understandable and non-bureaucratic manner so as to encourage open discussion and exchange of ideas, and to help the Council make informed decisions. Mayor Vander Borght requested that staff give summarized rather than verbatim reports since the Council has already read the material, and that PowerPoint presentations be brief; 2) reports and presentations shall provide an objective analysis of the issues and not be oriented to the advantage of a particular point of view; 3) there shall be a staff recommendation on each major issue and the basis for the staff recommendation shall be articulated; 4) staff shall enthusiastically and faithfully represent, defend and implement Council direction, even when the final direction is contrary to the staff recommendation; 5)

the Council shall be kept abreast of current issues and forewarned as to what potential problems or issues might arise in the immediate future; 6) staff shall maintain open, cooperative, impartial and supportive relationships with all Council Members, regardless of any differences of opinion which might exist amongst the Council Members; 7) the City Manager, City Attorney and Executive Staff shall be readily available and responsive to all Council Members, who shall conduct their dealings with staff through the Executive Staff and other key management staff and not directly with the rank-and-file employees; 8) staff shall take direction from the Council, as a body, and not from individual Council Members. Input from individual Council Members is appropriate, encouraged and appreciated; however, staff should not interpret input or questions from Council Members as "direction" but pursue appropriate follow-up through normal procedures and practices; 9) if differences or discord between the Council and the City Manager, City Attorney or Executive Staff arise, the Council and staff agree to raise the discord with the entire Council to address the matter; and, 10) it is the duty of the City Manager and key management staff to see that these values are faithfully implemented at all levels of the organization.

How We Work Together

Mayor Vander Borght outlined the basic principles of a document entitled, "How We Work Together," enumerating the following points: moving forward once votes are taken; keeping focused on issues; demonstrating respect for each other; guarding against unnecessary disruptive comments; working to elevate issues above the personal level; cautioning against seriatim deliberations; respecting each others' differences; accepting that doing things differently is not an indictment of the past; always moving toward positive interactions with each other; remaining united as a body; refraining from making comments which could be interpreted as using the press against each other; disciplining themselves to comment during the discussion period before the vote is taken; being hard on the issue, easy on the person; always disagreeing respectfully without demeaning another person; recognizing the Council is a team of individuals working toward a common goal; not being afraid to fail, promoting an environment where Council Members and staff can share ideas without fear of ridicule or criticism; and, reporting any Council subcommittee status to the entire Council regularly.

Mayor Vander Borght suggested the Council obtain a facilitator to assist in improving their synergism and ability to work together. He noted that Ms. Murphy had brought up this request in the past, but was not successful in getting support to implement it. Ms. Murphy stated she would be supportive

of a team building effort to refresh their skills to work together. Mayor Vander Borght reiterated his support to participate in such an exercise. Mr. Golonski shared his past experience with such an endeavor, noting some were productive, particularly where there was much dissention among the Council, and requesting that the exercise be done in the context of consolidating the Council's goals and to assist the Council with future evaluations of the City Manager and City Attorney. Mrs. Ramos and Mr. Campbell concurred with Mr. Golonski. Mayor Vander Borght then requested the issue be placed on a future agenda. Ms. Alvord stated this session would necessitate a Saturday commitment, preceded with interviews. Mr. Golonski inquired as to how this can be achieved without violating the Brown Act, and Mr. Barlow stated his office would research the matter and advise the Council accordingly.

Council/Agency
Liaisons to
Committees/
Task Forces/
Boards

Ms. Murphy recommended reviewing the necessity of each committee assignment as some of them may have become obsolete. As a result, the following assignments were made: Airport Subcommittee, Ms. Murphy and Mr. Campbell; Arroyo Verdugo Subregion of the Southern California Association of Governments (SCAG) Policy Committee: Mr. Campbell; Arroyo Verdugo Subregion of SCAG Subcommittee on Community, Economic and Housing Development: Mr. Campbell; Arroyo Verdugo Transit Corridor Committee: Mr. Vander Borght and Mr. Campbell; Audit Committee: Mrs. Ramos and Mr. Vander Borght; Burbank Association of Realtors Liaison: Mr. Campbell; Burbank Boulevard Merchants Association Liaison: Mr. Vander Borght and Mr. Campbell; Burbank Priority in Education Liaison: Mr. Golonski; Chamber of Commerce Liaison: Mr. Vander Borght (Mayor); Childcare Subcommittee: Mr. Golonski and Mr. Campbell; Community Services Building Advisory Committee: Mr. Vander Borght and Mr. Campbell; DeBell Clubhouse Renovation Committee: Mr. Vander Borght and Mrs. Ramos; Domestic Violence Task Force: Mrs. Ramos and Ms. Murphy; Economic Alliance: Ms. Murphy and Mr. Vander Borght; Environmental Oversight Committee: Mr. Campbell and Ms. Murphy; League of California Cities (Los Angeles Division) Annual Statewide Voting Delegate: Mr. Vander Borght and Mr. Campbell (alternate); Maglev Corridor Subcommittee: Ms. Murphy and Mr. Campbell; Magnolia Park Citizens Advisory Committee Liaisons: Ms. Murphy and Mr. Vander Borght; Media Relations Committee (Runaway Production): Mr. Campbell; Old Buena Vista Library Site: Mr. Golonski and Mrs. Ramos; Opportunity Site 6B Committee: Mr. Campbell and Ms. Murphy; Peyton-Grismer Neighborhood Revitalization: Mr. Golonski and Mr. Vander Borght; Providence St. Joseph Medical Center Liaison: Mr. Vander Borght; Public Information

Office Advisory Committee (Ad Hoc): Mr. Golonski and Mr. Vander Borght; Auto Dealers/Zero Site: Mr. Golonski and Ms. Murphy; South San Fernando/Robert R. Ovrom Park: Mrs. Ramos and Ms. Murphy; Center Trust/Downtown Revitalization Task Force: Mr. Golonski and Mr. Campbell; San Fernando Valley Transit Zone Government Policy Committee: Ms. Murphy; Sister City Committee: Mrs. Ramos; Site Specific Selection Committee for Art Projects at Burbank Water and Power and Chandler Boulevard Bikeway: Mr. Vander Borght and Ms. Murphy; SCAG Regional Council: Bob Yousefian (City of Glendale); Treasurer's Office Liaisons: Ms. Murphy and Mrs. Ramos; Workers Compensation Subcommittee: Mr. Vander Borght and Ms. Murphy; and, Mayor's Youth Task Force: Mr. Golonski and Mr. Vander Borght.

Goals and
Priorities of
Individual
Council
Members

Mayor Vander Borght requested that each Council Member state their individual three top goals and priorities for the upcoming fiscal year.

Mr. Golonski listed the following items:

1. Infrastructure, including sidewalks, streets, alleys, sewers, etc.
2. Youth matters
3. Council decorum

Mr. Campbell listed the following items:

1. Traffic congestion
 - a. Fixed route transit
 - b. Land Use Element
 - c. Traffic light synchronization
2. Neighborhood protection and boulevard beautification
 - a. R-1 and multi-family development standards
 - b. Airport mitigation
 - c. Residentially-Adjacent Commercial Industrial Ordinance
 - d. Burbank and Magnolia Boulevard beautification
3. Renewable portfolio and reclaimed water system expansion

Mrs. Ramos listed the following items:

1. Land use
 - a. Advance traffic and transportation improvements
 - i. Evaluate assumptions in traffic model
 - ii. Assess transport services for effective and efficient use – educational component
 - iii. Neighborhood protection plans
 - b. Protect and preserve neighborhoods
 - i. Begin the process of developing a focus neighborhood – Spazier Street and Lake Street
 - c. Complete update of General Plan, Land Use and Mobility Elements, development standards
2. Public safety
 - a. Recruitment and retention in the Police Department
 - b. Maintain safety in the Downtown, commercial corridors and neighborhoods
3. Economic stability
 - a. Continuous budget planning
 - b. Balanced development in Downtown and commercial corridors
 - c. Adequate funding for transportation and public safety
 - d. Business Services
 - i. Fiber Optic
 - ii. Preference for Burbank businesses in purchasing practices

Ms. Murphy listed the following items:

1. Infrastructure
 - a. Day-to-day maintenance of service levels/recommitment to infrastructure maintenance
2. Budget
 - a. Lobby Sacramento using resources such as League of California Cities and David Jones and Associates
3. Council focus/priorities

Mr. Vander Borcht listed the following items:

1. Reduce traffic congestion
 - a. Burbank bus
 - b. Public education
2. City beautification
 - a. Burbank Boulevard
 - b. Pedestrian friendly environments
 - c. Art in Public Places
3. General Plan Update
 - a. Reduce future density capability
 - b. Design standards

Mayor Vander Borcht thanked the Executive Team for

submitting their individual lists of goals and priorities.

11:00 A.M. Recess The Council recessed at this time. The meeting reconvened at 11:20 a.m.

Affordable Housing Study Session with the Planning Board Council Members Present - Campbell, Murphy, Ramos and Vander Borght.
 Council Members Absent – Golonski.
 Planning Board Members Present - Gabel-Luddy, Humfreville, Jackson and Thompson.
 Planning Board Members Absent – Taylor.

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

Mrs. Georgino, Community Development Director, stated the purpose of the study session was to review the City's affordable housing goals and objectives, present the progress in achieving those goals and introduce potential future activities and programs. She discussed the City's framework for affordable housing objectives, plans and activities, including: the formation of the Blue Ribbon Task Force on Affordable Housing and its stated objectives; the Focus Neighborhoods and successful revitalization efforts in partnership with the Burbank Housing Corporation; and, the legally-mandated planning documents and reports which are continuously updated to meet the goals and objectives of the Blue Ribbon Task Force on Affordable Housing.

Mrs. Georgino noted the progress made through implementation of existing programs and projects to achieve affordable housing goals, including: acquisition/rehabilitation projects and development of Activity Centers in Focus Neighborhoods; the efforts of the Community Outreach Coordinator; new housing development projects; Federally-funded programs; and, residential rehabilitation programs. She also discussed other partnerships that assist low- and moderate-income households.

With regard to continuing and new activities, Mrs. Georgino outlined the current provisions of Senate Bill (SB) 1818, the State Density Bonus Law, and how its provisions for mandatory concessions will impact the City. She outlined the parameters of the draft Inclusionary Housing Ordinance which has been presented to the Planning Board, and noted amendments to be made to the proposed Ordinance in

5/7/05

response to SB 1818. She concluded with a review of new and potential projects, including: home ownership development in Focus Neighborhoods; Mortgage Assistance Program for Service Professionals/Workforce Housing; demonstration Rental Assistance Program; and, a new proposed Focus Neighborhood: Lake-Alameda.

Adjournment There being no further business to come before the Council, the meeting was adjourned at 12:57 p.m.

Margarita Campos, CMC
City Clerk

APPROVED AUGUST 30, 2005

Mayor of the Council
of the City of Burbank