



COUNCIL AGENDA - CITY OF BURBANK
TUESDAY, SEPTEMBER 27, 2005
5:30 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 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 City Employees Association, Burbank Management Association, International Brotherhood of Electrical Workers; Unrepresented, and Appointed Officials.

Summary of Labor Issues to be Negotiated: Contracts and Retirement Issues.

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.

6:30 P.M.

INVOCATION:

Reverend Sally Kinarthy, Unity Church of Burbank and North Hollywood.

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

FLAG SALUTE:

ROLL CALL:

RECOGNITION: MARY ROGAN, FIRST FEMALE JUDGE IN BURBANK.

PROCLAMATION: DOLLAR WISE WEEK.

PROCLAMATION: LAWSUIT ABUSE AWARENESS WEEK.

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).

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 26, 2005. Other Airport-related issues may also be discussed during this presentation.

Recommendation:

Receive report.

6:30 P.M. PUBLIC HEARING:

2. APPEAL OF PROJECT NO. 2004-195 SECOND DWELLING UNIT AND PROJECT NO. 2005-78 VARIANCE – 438 NORTH ONTARIO STREET:

The purpose of this report is to consider an appeal of the Planning Board's decision to approve a second dwelling unit and variance at 438 North Ontario Street. The second dwelling unit permit requested by Janet Gallegos is to convert an existing guest house into a second dwelling unit. The variance is required because the unit is proposed to be located within 300 feet of another approved second dwelling unit. Appealing the

Planning Board's decision are three different parties: 1) David Heidenreich; 2) Robin Wright and Steven Nazarians; and, 3) Traci and Ken Mayo.

The appellants state that the project will affect the quality of living in the single-family neighborhood and will impact traffic and parking in the area. They do not believe a variance should be granted allowing another second dwelling unit on the block.

Recommendation:

Adoption of proposed resolution entitled:

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK REVERSING THE PLANNING BOARD'S DECISION AND DENYING PROJECT NO. 2004-195, A SECOND DWELLING UNIT, AND PROJECT NO. 2005-78, A VARIANCE (438 NORTH ONTARIO STREET).

REPORTING ON CLOSED SESSION:

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 action items on the agenda 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 Action Agenda items only.)

COUNCIL AND STAFF RESPONSE TO AGENDA ITEM ORAL COMMUNICATIONS:

JOINT MEETING WITH THE REDEVELOPMENT AGENCY:

3. COUNCIL AND REDEVELOPMENT AGENCY LIAISONS TO COMMITTEES AND COALITIONS:

Each year during the Goal Setting workshop held in May, the Council/Redevelopment Agency (Agency) appoints members to serve as liaisons to over 30 committees and coalitions. With the resignation of Council Member Murphy on August 30, 2005, there are vacancies for liaisons to 12 committees. These committees include the Airport Subcommittee, Domestic Violence Task Force, Environmental Oversight Committee, Mag-Lev Corridor Subcommittee, Magnolia Park Citizen Advisory Committee, Opportunity Site 6B Committee, Auto Dealers/Zero Site Subcommittee, South San Fernando/Robert R. Ovrom Park Subcommittee, San Fernando Valley Service Sector Governance Council, Site Specific Selection Committee for Art Projects at Burbank Water and Power and Chandler Boulevard Bikeway, Treasurer's Office Subcommittee, and Workers Compensation Subcommittee. Staff is requesting that the Council/Agency Board appoint liaisons to these committees.

Staff is also requesting that the Council appoint two members to the Memorial Stadium and High School Field Renovation Oversight Committee, which was created by the Council and the School Board at their last joint meeting on June 20, 2005. The Committee is comprised of two Council Members; two School Board Members; Dr. Greg Bowman, Superintendent; Mary Alvord, City Manager; and, the principals of Burbank and Burroughs High Schools. The purpose of the Committee is to provide oversight of the renovation of Memorial Stadium and the tracks and fields at Burbank and Burroughs High Schools.

Recommendation:

Staff recommends that the Council and Agency Board appoint liaisons to the committees specified above.

CONSENT CALENDAR: (Items 4 through 9)

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.

4. MINUTES:

Approval of minutes for the regular meetings of August 2, August 9 and August 16, 2005.

Recommendation:

Approve as submitted.

5. AMENDING THE FISCAL YEAR 2005-06 DRUG ASSET FORFEITURE FUND BUDGET:

Under the Federal Drug Asset Forfeiture Law, the City has received funds from the State and Federal Government in the amount of \$216,657.01, which represents the City's share of drug cases involving the Burbank Police Department Narcotics Detail and accumulated interest for Fiscal Year 2004-05. Asset forfeiture funds continue to be utilized to fund major expenditures such as the purchase and operation of a significant portion of the police helicopter program, technological improvements, safety and communication equipment for police officers, and the Drug Abuse Resistance Education Program.

Recommendation:

Adoption of proposed resolution entitled:

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2005-2006 BUDGET FOR THE PURPOSE OF APPROPRIATING DRUG ASSET FORFEITURE FUNDS.

6. AMENDING THE FISCAL YEAR 2005-06 ANNUAL BUDGET FOR THE POLICE DEPARTMENT TO INCLUDE REVENUES RECEIVED FROM THE USE OF INMATE TELEPHONES:

Staff requests Council approval to appropriate funds already received from the City's inmate pay telephone provider in the amount of \$5,000.

The California Penal Code, Section 4025, allows the City to deposit any money received from a telephone company or pay telephone provider that supplies phones to inmates, into an inmate welfare fund. The Penal Code states that the use of these funds can only be for the benefit, education and welfare of the inmates confined in the jail.

The Burbank jail currently has 16 phones from which it receives revenues. Inmate calls are made collect, and the City receives a percentage of the revenues. As of June 2005, the City has received a total of \$104,214 in inmate pay telephone revenues. At this time, staff recommends using \$5,000 of this money to provide newspapers, toothbrushes and other items that will benefit the inmates.

Recommendation:

Adoption of proposed resolution entitled:

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2005-2006 BUDGET FOR THE POLICE DEPARTMENT TO INCLUDE REVENUES RECEIVED FROM THE USE OF INMATE TELEPHONES.

7. GROTON WATER PRESSURE ZONE CONSOLIDATION PROJECT:

Staff is requesting Council approval of a Negative Declaration and authorization to advertise for a Request for Qualifications/Request for Proposals (RFQ/RFP) for the Groton Pressure Zone Consolidation Project utilizing the Design-Build method of project delivery, RFP-1189. The project consists of linking the Groton Pressure Zone to Pressure Zone No.3 via an 800 linear foot directionally-drilled pipeline. Horizontal Directional Drilling is a unique specialty and lends itself to Design/Build (turnkey) project delivery approach. Staff recommends that the Council approve the Environmental Negative Declaration, authorize the advertisement of a RFQ/RFP for a directionally-drilled pipeline, and authorize the Burbank Water and Power (BWP) Board to award the contract after selection of the design/build entity has been completed. This project is listed and approved under the BWP Capital Improvement Projects (CIP) budget for Fiscal Year 2005-06.

Recommendation:

Adoption of proposed resolution entitled:

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING A NEGATIVE DECLARATION AND AUTHORIZING ADVERTISEMENT OF A REQUEST FOR QUALIFICATIONS/REQUEST FOR PROPOSALS FOR THE GROTON PRESSURE ZONE CONSOLIDATION PROJECT UTILIZING THE DESIGN-BUILD METHOD OF PROJECT DELIVERY (RFP-1189).

8. ESTABLISHING THE SPECIFICATION FOR THE CLASSIFICATION OF FACILITY DEVELOPMENT MANAGER:

The Public Works Department is responsible for delivering various citywide capital projects including the Buena Vista Library, the upcoming Community Services Building,

the Robert R. Ovrom Park and Community School, and the DeBell Clubhouse renovations. Since 2001, the program management for these projects has been provided primarily through the use of external consulting services. As the project load has increased and multiple projects are about to begin construction, staff recognized that continuing to add outside consultant services was becoming cost prohibitive, and that project continuity and delivery would be enhanced by developing in-house expertise for capital project management and delivery. Therefore, staff is proposing to establish the specification for the classification of Facility Development Manager.

The City's standard 12-city survey indicated that this position is quite unique and only two cities (Anaheim and Glendale) had comparable positions that reported directly to their department head. As such, a true market comparison could not be established. However, looking at the internal salary structure of the Public Works Department and considering the two-city survey average, staff is recommending that the salary range for this classification be set at 80 percent of the Public Works Director's salary. This will result in a pay range of \$7,881 - \$9,576 per month. Bringing selected consulting services in-house could net an annual savings of approximately \$43,000. In future years, this classification will be budgeted as a staff position.

This classification will be included in the City's Conflict of Interest Code, but it will be exempt from both the Civil Service system and the Fair Labor Standards Act (FLSA). The establishment of this classification was brought before the Civil Service Board at the August 3, 2005 meeting.

Recommendation:

Adoption of proposed resolution entitled:

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK ESTABLISHING THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF FACILITY DEVELOPMENT MANAGER (CTC No. 0338) AND PRESCRIBING CLASSIFICATION CODE NUMBER, SALARY AND SPECIFICATION THEREOF.

9. ESTABLISHING THE SPECIFICATION FOR THE CLASSIFICATION OF WATER SERVICE PLANNER:

The Engineering/Planning Section of Burbank Water and Power's (BWP) Water Division currently has one Engineering Technician position budgeted. The Engineering Technician specification, as established in 1987, emphasizes drafting and sub-professional engineering skills and duties. In other sections of BWP and Public Works, Engineering Technicians utilize these skills and abilities. However, the Engineering Technician position in BWP's Water Division is primarily responsible for customer contacts, job estimates, cost analysis, coordination of water construction and project accounting system interface. At the current time, there are a large number of complex developments in the City. It is crucial for BWP to work closely and proactively with these customers and developers to ensure the successful completion of these projects with

minimal delays and/or costly field changes. With the pending retirement of the Engineering Technician, it is critical that BWP create an accurate job description in order to recruit for this highly specialized field.

As this is a unique position in the water industry, an external survey was unable to establish sufficient comparables. As such, the salary range for Water Service Planner was established by an internal comparison with its equivalent counterpart, BWP's Electrical Services Planner. The Water Service Planner classification will be benchmarked to the Electrical Services Planner and established at the same salary range (\$4,592 - \$5,735). This salary range will result in a \$4,908 annual increase over the existing classification of Engineering Technician. However, there is ample salary savings in this year's budget to offset the salary increase. The recurring cost for this increase will be budgeted next fiscal year.

This classification will be subject to the Fair Labor Standards Act (FLSA), and will be included in the Civil Service system, as well as the City's Conflict of Interest Code. The Civil Service Board approved this establishment at their regular meeting on September 7, 2005.

Recommendation:

Adoption of proposed resolution entitled:
A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK ESTABLISHING THE TITLE AND SPECIFICATION FOR THE CLASSIFICATION OF WATER SERVICE PLANNER (CTC No. 0993) AND PRESCRIBING CLASSIFICATION CODE NUMBER, SALARY AND SPECIFICATION THEREOF.

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

REPORTS TO COUNCIL:

10. ORDINANCE CALLING A SPECIAL ELECTION TO FILL A VACANT COUNCIL SEAT AND APPROVAL OF: A PROFESSIONAL SERVICES AGREEMENT WITH MARTIN & CHAPMAN CO.; THE COUNTY CONSOLIDATED PRECINCTS; A REQUEST FOR COUNTY SERVICES; AN APPROPRIATION FOR THE PURPOSE OF CONDUCTING THE SPECIAL ELECTION; AND, ESTABLISHMENT OF THE COST FOR CANDIDATE STATEMENTS:

The purpose of this report is to request the Council introduce and adopt an ordinance calling a Special Election to fill a vacant Council seat, and adopt resolutions approving: 1) a Professional Services Agreement with Martin & Chapman Co.; 2) the proposed consolidation of the Los Angeles County precincts for the City of Burbank; 3) the establishment of the cost for candidate statements; 4) a request that the Board of Supervisors of the County of Los Angeles permit the Registrar-Recorder/County Clerk to

render election services to the City of Burbank; and, 5) an appropriation in the amount of \$150,000, all related to the 2006 Special Election.

Ordinance Calling the Election:

Subsequent to the resignation of Council Member Murphy on August 30, 2005, the Council adopted Resolution No. 27,062 on September 13, 2005, declaring a vacancy on the Council. Pursuant to the City Charter, staff is requesting the Council introduce and adopt an ordinance calling a Special Election to fill this unexpired term.

Following adoption of the ordinance, the nomination period for the Special Election will open on Monday, October 3, 2005 at 8:00 a.m. and close on Friday, October 28, 2005 at 5:00 p.m. Any interested candidates can pick up Nomination Papers and candidate packets at the City Clerk's Office. The Burbank Municipal Code requires that candidates be: United States citizens; at least 18 years of age; residents of the City of Burbank for at least 29 days prior to filing Nomination Papers; and, registered voters in the City of Burbank at the time of nomination. The election is anticipated to be held on Tuesday, January 24, 2006.

Approving a Professional Services Agreement with Martin and Chapman Co.:

In order to obtain the necessary services to conduct the Special Election, staff is requesting approval of a Professional Services Agreement (PSA) with Martin & Chapman Co. Located in Anaheim, the company currently provides election supplies, services and consultation to over 400 cities, counties and associations in the states of California and Nevada. For the 2005 November Election, the company will be providing election services to 15 counties. Election-related services are unique and not subject to competitive bidding, and Martin & Chapman Co. has also satisfactorily provided services to the City of Burbank for the 2001, 2003 and 2005 Primary Nominating and General Municipal Elections. The election services will be provided for an amount not to exceed \$90,000.

Consolidating Los Angeles County Precincts:

The Burbank Municipal Code (BMC) permits the Council to consolidate voting precincts established by the County of Los Angeles Board of Supervisors. These precincts must be established within 90 days before any election. As in the 2005 Municipal Elections, the consolidated precincts will only be utilized for the purpose of counting ballots and canvassing election results. The 97 County precincts have been consolidated into 42 precincts for the purpose of conducting the Special Election.

Establishing the Cost for Candidate Statements:

Pursuant to the BMC, each candidate may prepare a candidate statement. The Council is required to determine, by resolution, whether the cost for sending the candidates' statements to registered voters shall be levied against the candidates. Martin & Chapman Co. has estimated the cost of each candidate statement to be \$708. The Council has traditionally provided a subsidy towards the printing of the English candidate statement, and any candidate who chose to have their statement printed in more than

one language in the Sample Ballot paid for the entire printing and translation cost of that statement(s). For the 2005 Municipal Elections, the Council approved a \$300 subsidy for candidate statements for a total cost of \$7,200.

Pursuant to recent Department of Justice requirements, the City will henceforth print an entirely bilingual (English and Spanish) Sample Ballot. Therefore, the City will not be in a position to charge candidates for statements to be printed in Spanish and will bear all translation costs. Candidates will however be charged for the entire cost of printing their statements in any other language other than Spanish.

Staff is requesting that the Council determine whether or not the City will subsidize any portion of the cost for the candidates' statements for the 2006 Special Municipal Election. If the Council desires to provide a subsidy, staff recommends that the amount be determined and incorporated into the adopted resolution.

Request for County Services:

In accordance with the State Elections Code, the Board of Supervisors of the County of Los Angeles must be requested to permit the Registrar-Recorder/County Clerk to render specified services to the City of Burbank relating to the conduct of the Special Election. These services include providing the City access to the Voter Information Management System (VIMS), accessible via the internet, which will enable voters' signatures to be verified. The estimated cost for these services is \$2,500.

Fiscal Impact:

To facilitate the conduct of the Special Election, Council approval is requested for an appropriation in the amount of \$150,000 from the Unappropriated Fund Balance. Funds for the Special Election were not budgeted in the City Clerk's Fiscal Year 2005-06 budget. Based on the 2005 Primary Nominating Election, the estimated cost for the Special Election is \$132,000, with the assumption of the candidate statement subsidy. Staff is anticipating additional costs related to the recent Department of Justice requirements for bilingual election material, based on the number of candidates who will qualify for the ballot. Additionally, since the Election will be held immediately following a major holiday season, staff desires to conduct more extensive voter outreach. Also, certain expenses not incurred in the previous elections such as in-house color printing costs will be encountered due to changes in departmental policies. Staff is therefore requesting a total appropriation of \$150,000 to allow for such expenditures, and any unexpended funds will be returned to the General Fund.

Recommendation:

Introduction and adoption of proposed ordinance entitled:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK ORDERING A SPECIAL MUNICIPAL ELECTION TO BE HELD ON JANUARY 24,2006 FOR THE PURPOSE OF FILLING THE VACANCY OF THE OFFICE OF COUNCIL MEMBER.

Adoption of proposed resolutions entitled:

1. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING A PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF BURBANK AND MARTIN & CHAPMAN COMPANY.
2. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK CONSOLIDATING PRECINCTS ESTABLISHED BY THE COUNTY OF LOS ANGELES BOARD OF SUPERVISORS INTO 42 MUNICIPAL PRECINCTS FOR THE 2006 SPECIAL MUNICIPAL ELECTION.
3. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK PERTAINING TO CANDIDATES' STATEMENTS FOR THE 2006 SPECIAL MUNICIPAL ELECTION TO BE HELD ON JANUARY 24, 2006.
4. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO PERMIT THE REGISTRAR OF VOTERS TO RENDER ELECTION SERVICES TO THE CITY OF BURBANK RELATING TO THE SPECIAL MUNICIPAL ELECTION TO BE HELD JANUARY 24, 2006.

(4/5 vote required)

5. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2005-2006 BUDGET BY APPROPRIATING FUNDS IN THE AMOUNT OF \$150,000.00 FROM GENERAL FUND SAVINGS FOR THE SPECIAL MUNICIPAL ELECTION TO BE HELD ON JANUARY 24, 2006.

11. YOUTH BOARD APPOINTMENTS:

The purpose of this report is to make recommendations to the Council for the approval and appointment of Youth Board candidates.

The Youth Board is comprised of 17 members. A representative is designated for each high school and middle school within Burbank. The school representatives include both the public and parochial schools in the City. The remaining six positions are designated as At-Large members. All appointments are for two-year terms, with the school representatives and the At-Large positions alternating expiration dates.

In past years when the number of At-Large applications has exceeded the number of vacancies, the Council has appointed additional At-Large members. On October 5, 2004, nine At-Large members were appointed with terms expiring in June 2006 for a total of 20 members on the Board.

The 11 school positions are due for appointment and staff has received applications for all 11 school vacancies. Staff has also received resignations from four of the nine At-

Large members, leaving five current At-Large members. At this time, it is necessary for the Council to appoint one At-Large member to fill the sixth required position for a mid-year appointment. Six applications have been received for the one vacancy.

There is no fiscal impact as a result of the recommended action.

Recommendation:

Based on the submitted applications and recommendations from the respective schools, it is staff's recommendation that the Council confirm the following school 11 appointments for two-year terms.

High School and Middle School Appointments

Bellarmine Jefferson High School	Nicole Diller
Burbank High School	Giannina Giombini
John Burroughs High School	Veronica Zamudio
Providence High School	Izzy Knopper
Jordan Middle School	Winnie Hobbs
John Muir Middle School	Sahdev Jass
Luther Burbank Middle School	Brittney Peale
St. Finbar	Maria Alicia Hungerford
St. Francis Xavier	Paige Berry
St. Robert Bellarmine	Dietrich Diller
Monterey High School	Ana Diaz

Based on past Council practice, staff is also recommending a ppointing all six At-Large applicants for a one-year mid-term appointment expiring in June 2006.

At-Large Applicants

Jackie Balousek
Brandon Barbello
Ashleigh Diller
Steven Ferguson
Alexander Knopper
Shannon Stone

12. REVIEW OF LANDSCAPE PLANS FOR THE BURBANK MEDICAL PLAZA:

When the Council approved the Burbank Medical Plaza Project (Planned Development No. 2003-3), a Condition of Approval was placed on the project to require that the landscape plans be reviewed and approved by the Council prior to the issuance of building permits for subsequent phases. The Council placed particular focus on the treatment of the frontage along Buena Vista Street.

The landscape architect for the project, Troller Mayer Associates, has submitted landscape plans for the project for the Council's review and approval. Included with these plans are elevations and renderings which depict the landscape treatment along the Buena Vista Street frontage.

Recommendation:

Staff recommends that the Council review the landscape plans and offer recommendations as necessary.

13. CHARITABLE CONTRIBUTIONS FOR HURRICANE KATRINA RELIEF:

At the September 13, 2005 meeting, Council Member Golonski requested that staff present a report on current local assistance efforts to aid the victims of Hurricane Katrina in the Gulf State region. Council Member Golonski indicated in his request that he would like to assess the possibility of the City assisting with some type of relief effort that would be directed towards the victims of Hurricane Katrina. Staff has surveyed the cities of Glendale, Pasadena, Torrance, Inglewood and Santa Monica to assess what those municipalities are doing to support Hurricane Katrina relief efforts.

As the first step in the two-step agenda process, this item is being presented for discussion and additional Council direction only. The decision made by the Council as a result of this report will determine future fiscal impacts.

Recommendation:

Staff recommends that the Council initiate discussion on this item and provide direction for future action.

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**