



COUNCIL AGENDA - CITY OF BURBANK
TUESDAY, MAY 23, 2006
4:30 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 Legal Counsel – Existing Litigation:

Pursuant to Govt. Code §54956.9(a)

1. **Name of Case:** Chan v. City of Burbank.

Case No.: EC040714

Brief description and nature of case: Proposed Settlement.

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.

5:00 P.M.

FISCAL YEAR 2006-07 BUDGET STUDY SESSION (INFORMATION TECHNOLOGY DEPARTMENT, CITY COUNCIL, CITY MANAGER, CITY ATTORNEY, CITY TREASURER, CITY CLERK, FINANCIAL SERVICES DEPARTMENT, LIBRARY SERVICES DEPARTMENT, FIRE DEPARTMENT, MANAGEMENT SERVICES DEPARTMENT AND PUBLIC WORKS DEPARTMENT):

As indicated at the initial Budget Study Session on May 2, 2006, staff has prepared a schedule for the Fiscal Year (FY) 2006-07 Department Budget Study Sessions to be held on Tuesday nights. The remaining Department Budget Study Sessions are scheduled on

May 23 and 30, 2006 as illustrated below. During these sessions, each department will have an opportunity to discuss the details of the proposed changes related to their respective department contained in the FY 2006-07 Proposed Budget.

BUDGET STUDY SESSION SCHEDULE	
May 23, 2006 5:00 p.m.	May 30, 2006 5:00 p.m.
Information Technology	New Discussion Paper Items
City Council	Overflow Items
City Manager	Final Decision Making
City Attorney's Office	
City Treasurer's Office	
City Clerk's Office	
Financial Services	
Library Services	
Fire Department	
Management Services	
Public Works	

This item will be continued as item no. 7 if not completed during the Study Session.

Recommendation:

Staff recommends the Council review the proposed budget materials and direct staff to incorporate any necessary changes into the June 6, 2006 Public Hearing report.

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:

RECOGNITION: PETCO DONATION TO THE ANIMAL SHELTER.

PRESENTATION: TRANSPORTATION MANAGEMENT ORGANIZATION.

PROCLAMATION: WATER AWARENESS MONTH.

PROCLAMATION: PUBLIC WORKS 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).

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 OPEN PUBLIC COMMENT AND AGENDA ITEM PERIOD OF ORAL COMMUNICATIONS:

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

COUNCIL AND STAFF RESPONSE TO AGENDA ITEM ORAL COMMUNICATIONS:

CONSENT CALENDAR: (Items 1 through 4)

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.

1. **NATIONAL RENEWABLE ENERGY LABORATORY REPORT ON THE BURBANK TRIP REDUCTION PROGRAM AND BURBANK TRANSPORTATION MANAGEMENT ORGANIZATION:**

Shortly after the Media District Specific Plan (MDSP) was adopted in 1991, area companies formed the Media District Transportation Management Organization (MDTMO) to develop and administer the Plan's Trip Reduction Program. The principal obligation of the program is that area companies with 25 or more employees are required to conduct annual surveys of their employee commute patterns to demonstrate their compliance with mandated trip reductions. While individual companies have in some cases had year-to-year difficulties in meeting their individual goals, the overall goal for the Media District has been met in each of the 15 years that the program has been in operation.

In 1998, the City adopted the Burbank Center Plan (BCP) as a growth plan for the Downtown area. That plan also includes a trip reduction and TMO membership requirement that is nearly identical to the MDSP program. The then-MDTMO was asked to take on the responsibility of the BCP trip reduction program as well, and was renamed the Burbank TMO. In each of the years since the 1998 program implementation, the BCP companies have collectively met the BCP trip reduction goal for that year.

The Burbank TMO works with its member companies to achieve required trip reduction levels by providing information on incentive measures and strategies, disseminating transit information, and by keeping them current on the applicable regulatory programs. The Burbank TMO also advocates for clean air programs and works with other agencies to acquire grant funding for local pollution reduction programs.

The National Renewable Energy Laboratory (NREL) is the nation's primary laboratory for renewable energy and energy efficiency research and development. Established in 1974, NREL began operating in 1977 as the Solar Energy Research Institute. It was designated a national laboratory of the United States Department of Energy (DOE) in September 1991, and consequently changed its name to the NREL. NREL develops renewable energy and energy efficiency technologies and practices,

advances related science and engineering, and transfers knowledge and innovations to address the nation's energy and environmental goals. Their major program concentrations are Advanced Vehicle Technology and Fuels, Basic Energy Science, Biomass, Building Technologies, Electronic Infrastructure Systems, Energy Analysis, Geothermal Energy, Hydrogen and Fuel Cells, Solar Energy and Wind Energy.

NREL learned about the City's trip reduction program two years ago and has since been working with the TMO to study the program structure and how the TMO works with its member companies to ensure that the mandated goals are met. NREL has been primarily interested in the potential transferability of the program to other metropolitan areas of the County with congestion and air quality problems. NREL has now concluded its study and has prepared a report of its findings. NREL has presented the report to the Transportation Commission and requests that they be permitted to discuss their findings with the Council. This study can also be accessed via internet at www.nrel.gov.

Recommendation:

Note and file.

2. ACCEPTING A DONATION TO THE BURBANK POLICE DEPARTMENT AND AMENDING THE FISCAL YEAR 2005-06 BUDGET FOR THE PURPOSE OF APPROPRIATING THESE MONIES:

Staff is requesting Council acceptance of monies donated to the Burbank Police Department and the appropriation of monies accordingly. On March 22, 2006, the Burbank Police Department received a generous \$15,000 donation to the Animal Shelter from Mr. Paul Jolley, a representative of the PETCO Foundation. The contribution was based on the Shelter's continuing efforts to improve the care and housing of animals. Specifically, a canopy cover and concrete floor will be added to enhance the outdoor corral area where the rabbits and birds are maintained. New cat condos will also be purchased to improve the cat quarantine room and control the spread of disease.

Recommendation:

Adoption of proposed resolution entitled:
(4/5 vote required)

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2005-2006 BUDGET BY ACCEPTING THE DONATION OF PETCO FOUNDATION OF \$15,000.00 AND APPROPRIATING THESE MONIES FOR THE FUNDING OF ANIMAL SHELTER IMPROVEMENTS.

3. AMENDING THE FISCAL YEAR 2005-06 BUDGET FOR THE PURPOSE OF RECEIVING AND APPROPRIATING FISCAL YEAR 2005 HOMELAND SECURITY GRANT PROGRAM FUNDS FROM THE UNITED STATES DEPARTMENT OF HOMELAND SECURITY FOR THE 2005 BUFFER ZONE PROTECTION PLAN:

Staff is requesting Council approval of a proposed resolution that authorizes the City Manager to accept a grant from the United States Department of Homeland Security (DHS) for the 2005 Buffer Zone Protection Plan (BZPP) and amends the fiscal year 2005-06 budget by appropriating the funds.

In 2004, the DHS with the approval of the President, allocated \$91 million in future grant dollars to secure critical infrastructures and key resources within the United States. California received a large portion of that money and potential terrorist targets were identified by Federal and State law enforcement personnel. During preliminary discussions, the Burbank Town Center was identified as a possible target for terrorist activity due to its traffic volume and lack of physical security.

On June 1, 2005, the Burbank Police Department began participating in the BZPP grant process. On February 27, 2006, the City was approved for \$47,287.50. During the development of the grant application, a threat assessment of the Town Center was conducted by staff using DHS guidelines. An inspection of the Police Department's response capabilities determined that the addition of specific detection and rescue equipment would enhance and facilitate defense and response to the Town Center site. This BZPP grant will allow for the purchase of a handheld air sampler to be used to detect explosives, chemicals and biological weapons; and, portable tactical cameras with fiber optic and thermal imaging capability that can be used to search confined areas with minimal intrusion and in low-light.

Recommendation:

Adoption of proposed resolution entitled:
(4/5 vote required)

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2005-2006 BUDGET FOR THE PURPOSE OF RECEIVING AND APPROPRIATING FISCAL YEAR 2005 HOMELAND SECURITY GRANT PROGRAM GRANT FUNDS IN THE AMOUNT OF \$47,287.50 FROM U.S. DEPARTMENT OF HOMELAND SECURITY FOR THE 2005 BUFFER ZONE PROTECTION PLAN (BZPP).

4. EXTENSION OF CONTRACT DOCUMENTS FOR THE OPERATION OF BURBANK CENTER STAGE:

Staff is requesting Council approval for a 182-day extension of contract documents for the operation of Burbank Center Stage. On March 28, 2000, the Council approved two contract documents for the operation of Burbank Center Stage. The terms of both agreements were to commence on the occupancy date and expire on the fifth

anniversary of the opening day. The opening day was August 26, 2000, therefore the agreements terminated on August 27, 2005.

On August 23, 2005, the Council approved an extension of the current agreements to December 1, 2005 to allow the Colony and staff to finalize negotiations for the second five-year term. Following the Council's approval, negotiations resumed. During this time, the Colony indicated some concerns regarding their financial status. A joint meeting between the Colony Theater and City staff was held to review and discuss the Colony's fiscal status. The meeting focused on the Colony's proposed program to address its short- and long-range financial issues. A three-phase plan was presented to enhance revenues through fundraising sponsorships and enhanced subscriptions. At the conclusion of this meeting, representatives from both the Colony and City determined that at this time, in light of the Colony's fiscal condition, it would not be prudent for the City or the Colony to initiate a second five-year agreement.

On November 22, 2005, the Council approved a second extension for a period of 182 days, through May 31, 2006. The City and Colony representatives concurred that this extension would provide the Colony a time period to initiate the first phase of its fundraising plan, kick off its annual subscription drive and implement reductions to operational costs. During this meeting, the Council requested that the Colony develop a business plan addressing both the short- and long-range fiscal programs.

During the extension periods the Colony Theater Company has been in compliance with their contractual obligations with the City, which include quarterly payments, evidence of insurance and annual reports. Under the terms of the current agreement, the Colony will be obligated to pay its quarterly rent payments throughout the extension period. These payments would be equal to \$9,000 for the entire six-month extension.

Staff is confident that this recommended extension, which will expire on November 30, 2006, will provide a time period for the Colony Theater Company to develop its business plan and allow staff to craft a new agreement with the Colony for a subsequent five-year period.

Recommendation:

Adoption of proposed resolutions entitled:

1. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE THIRD AMENDMENT TO THE SUBLEASE AGREEMENT AND MASTER LEASE MODIFICATION BETWEEN THE CITY OF BURBANK, BURBANK MALL ASSOCIATES, AND THE COLONY THEATRE COMPANY RELATING TO THE PERFORMING ARTS CENTER.
2. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE THIRD AMENDMENT TO THE OPERATING AGREEMENT BETWEEN THE CITY OF BURBANK AND THE COLONY THEATRE COMPANY RELATING TO THE PERFORMING ARTS CENTER.

REPORTS TO COUNCIL:

5. AMENDMENT TO CHAPTER 2 OF THE BURBANK MUNICIPAL CODE RELATING TO THE COMPOSITION OF THE HERITAGE COMMISSION AND APPOINTMENTS TO THE HERITAGE COMMISSION:

In 1994, the Council adopted the City's historic preservation ordinance and created the Heritage Commission. The purpose of the Commission is to administer the preservation ordinance and to encourage public and private historic preservation efforts. The Commission serves as an advisory body to the Council and is also charged with reviewing all requests for permits to modify a designated historic resource.

Burbank Municipal Code (BMC) Section 2-420 establishes the Heritage Commission and specifies its composition and responsibilities. The BMC provides that the Commission shall be composed of five Burbank residents, including two members from the business community, two members experienced in the field of historical preservation and one member from the community at large.

The terms for three Heritage Commission seats will expire on June 1, 2006. One of the vacancies is for a person experienced in historic preservation and two vacancies are for individuals from the business community. As of the April 28, 2006 filing deadline, six Burbank residents had applied for the three vacant seats. However, only one of the six applicants works in Burbank and could be considered as meeting the criteria as a representative of the business community. Therefore, the Council cannot fill the three vacant seats, given the current applicant pool, in a manner consistent with the BMC.

Staff believes that it is unfortunate that Burbank residents who are interested in serving on the Heritage Commission cannot do so simply because they do not represent the business community, as required for the current vacancies. The Heritage Commission's composition was originally dictated by the Code in an effort to provide the Commission with balanced representation and to ensure that historic preservation efforts did not unreasonably impact the business community. However, these initial concerns have not been realized. Staff believes that it would be appropriate to amend the required composition of the Commission to allow any interested Burbank resident to apply for a seat on the Commission.

Staff proposes that the BMC be amended to require the Commission to be composed of five residents with a "demonstrated interest, competence or knowledge in historic preservation." This requirement is much more flexible than the existing requirement, as it would allow any resident interested in preservation to apply to serve on the Commission. To promote professional competence among the Commissioners, at least two members would be encouraged by the BMC, but not required, to have

professional backgrounds in a discipline related to historic preservation. All Commission Members would be responsible for ensuring that the Commission provides a balanced perspective and equally represents the interests of Burbank residents and businesses. Staff believes that allowing any interested residents to serve on the Commission increases the fairness of the appointment process and provides an equal opportunity for all Burbank residents to serve on the Commission.

Recommendation:

1. Introduction of proposed ordinance entitled:
AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING CHAPTER 2 OF THE BURBANK MUNICIPAL CODE RELATING TO THE COMPOSITION OF THE HERITAGE COMMISSION.
2. Should the Council approve of the amendment to the Commission's composition, staff requests that the Council make appointments to fill the three vacancies from the following applicants. The appointed individuals will be eligible to serve after the effective date of the ordinance.
 - 1) Arthur M. Solis (2nd Choice)
 - 2) Carole J. Kubasak (2nd Choice)
 - 3) Sonia B. Peltekian
 - 4) Jonathan M. Cornelio (1st Choice)
 - 5) Craig J. Bullock - Incumbent
 - 6) Pat M. Gafford

6. APPOINTMENTS TO VACANCIES ON VARIOUS CITY BOARDS, COMMISSIONS AND COMMITTEES, AND THE BLUE RIBBON TASK FORCE ON FENCES, WALLS AND LANDSCAPING:

Staff requests the Council make appointments to the identified boards, commissions and committees with members whose terms expire June 1, 2006; and, the Blue Ribbon Task Force on Fences, Walls and Landscaping. On April 3, 2006, the City Clerk's Office began advertising and accepting applications for vacancies created by the June 1, 2006 term expirations on various City boards, commissions and committees. Notice of the vacancies was sent to newspapers and placed on the City's website, the Channel 6 Scroll and in the March 2006 utility billing envelopes in order to obtain qualified candidates. The deadline to submit applications to the City Clerk's Office was Friday, April 28, 2006 at 5:00 p.m.

The City Clerk's office conducted a random drawing to select the order that the boards, commissions and committees would be placed on the agenda for Council voting and the order the applicants will appear on the voting sheets. The application form allows each applicant to select three choices should they desire; therefore, those applicants who applied for more than one board, commission or committee have the priority selection listed next to their name.

Vacancies have been identified for the following five committees: Art In Public Places; Civic Pride Committee; Community Development Goals Committee; Senior Citizen Board; and, Traffic and Transportation Committee. Following is the random order of the boards, commissions and committees as well as the applicants and the order in which the Council will be asked to vote:

Art in Public Places (One Vacancy)

- 1) Jonathan M. Cornelio (2nd Choice)
- 2) Shannon M. Stevenson-Landon (1st Choice)
- 3) Eva M. Sippel (1st Choice)
- 4) Robert P. Coontz – Incumbent
- 5) Carole Kubasak (1st Choice)

Civic Pride Committee (Five Vacancies)

- 1) Shelley J. Davies (Incumbent)
- 2) Henry J. Diel (2nd Choice)
- 3) Mary Lou Wagner (Incumbent)
- 4) Arthur M. Solis (1st Choice)
- 5) Elisa Freeman (Incumbent)

Community Development Goals Committee (Four Vacancies)

- 1) Eva M. Sippel (2nd Choice)
- 2) Michael F. Napolitano – Incumbent (2nd Choice)
- 3) Ross D. Necessary
- 4) Shannon M. Stevenson-Landon (2nd Choice)
- 5) Mary F. Schindler
- 6) Dwayne Healy (1st Choice)
- 7) Avo Donoyan

Senior Citizen Board (Three Vacancies)

- 1) Judith A. Andrews
- 2) Henry J. Diel (1st Choice)
- 3) Barkev S. Peltekian
- 4) Arthur M. Solis (3rd Choice)
- 5) Forrest L. Barker (Incumbent)
- 6) Mary M. Brady (Incumbent)
- 7) Libby Nardo (Incumbent)

Traffic and Transportation Committee (Six Vacancies)

- 1) Brian A. Malone (Incumbent)
- 2) Joseph M. Spaulding (Incumbent)
- 3) Donald D. Farquhar (Incumbent)
- 4) Joseph T. Terranova (Incumbent)
- 5) Michael Napolitano (1st Choice)
- 6) Dwayne Healy (2nd Choice)

BLUE RIBBON TASK FORCE ON FENCES, WALLS AND LANDSCAPING:

On September 13, 2005, the Council considered options for modifying the development standards pertaining to fences, walls, hedges and other yard features in residential zones. Part of the Council's direction on the matter included the establishment a Blue Ribbon Task Force which would work with staff on developing new standards. On October 5, 2005, the Clerk's Office began advertising for individuals to serve on this Task Force with the application deadline extended several times to allow for receiving sufficient applications. As of the most recent deadline of Friday, April 28, 2006, a total of 23 applications had been received. It is important to note that since the Task Force is an ad-hoc committee, applicants appointed to the Task Force can serve on another board, commission or committee established by the Burbank Municipal Code. One application from Mr. Rob D. Ross was received after the application deadline and staff requests direction on whether his application should be included for consideration. Following are the applicants in random order:

- | | |
|--------------------------|----------------------------|
| 1. Howard Rothenbach | 13. Janis Bunch |
| 2. Vicki A. Dlugolecki | 14. Lori J. McCaffery |
| 3. George I. Methé | 15. Gregory Bragg |
| 4. Gary T. Glasser | 16. Floran Frank |
| 5. Robert Idavia | 17. Arthur M. Solis |
| 6. Razmik Hovanessian | 18. Margaret M. Sorthun |
| 7. Michael J. Scandiffio | 19. Mark E. Greenfield |
| 8. James Carlson | 20. Vahe Hovanessian |
| 9. Emma M. Kurdian | 21. Stephanie C. Llewellyn |
| 10. Sandy L. Dennis | 22. Ross D. Necessary |
| 11. Dan E. Soderstorm | 23. Edward Knight |
| 12. Timothy Seyvertsen | |

Recommendation:

Staff recommends the Council consider making the appropriate appointments to the various boards, commissions and committees and the Blue Ribbon Task Force on Fences, Walls and Landscaping, or give staff direction as desired.

7. CONTINUATION OF FISCAL YEAR 2006-07 BUDGET STUDY SESSION (INFORMATION TECHNOLOGY DEPARTMENT, CITY COUNCIL, CITY MANAGER, CITY ATTORNEY, CITY TREASURER, CITY CLERK, FINANCIAL SERVICES DEPARTMENT, LIBRARY SERVICES DEPARTMENT, FIRE DEPARTMENT, MANAGEMENT SERVICES DEPARTMENT AND PUBLIC WORKS DEPARTMENT):

As indicated at the initial Budget Study Session on May 2, 2006, staff has prepared a schedule for the Fiscal Year (FY) 2006-07 Department Budget Study Sessions to be held on Tuesday nights. The remaining Department Budget Study Sessions are scheduled on May 23 and 30, 2006 as illustrated below. During these sessions, each department will have an opportunity to discuss the details of the proposed changes related to their respective department contained in the FY 2006-07 Proposed Budget.

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City Manager	Final Decision Making
City Attorney's Office	
City Treasurer's Office	
City Clerk's Office	
Financial Services	
Library Services	
Fire Department	
Management Services	
Public Works	

Recommendation:

Staff recommends the Council review the proposed budget materials and direct staff to incorporate any necessary changes into the June 6, 2006 Public Hearing report.

ADOPTION OF PROPOSED ORDINANCE:

8. AMENDING CHAPTER 29 OF THE BURBANK MUNICIPAL CODE FOR A CITYWIDE VALET PARKING PROGRAM:

Staff is requesting Council adoption of a citywide valet ordinance amending Chapter 29 of the Burbank Municipal Code. The ordinance is intended to establish increased opportunities for convenient parking while safeguarding public health, safety and welfare from potential nuisances caused by unregulated valet parking operations.

The ordinance enables a business to establish a valet parking system tailored to its needs but it must also serve the valet needs of surrounding businesses. The ordinance defines requirements for the operations, such as valet stand identification and method of operation. Staff will review proposed travel routes, the vehicle storage

location, operation times, operator capabilities, and curbside valet location to ensure compliance with the ordinance and applicable laws. The intent of the ordinance is to enable City oversight of the valet operations, while allowing a competent operator to determine the specific operational parameters (within limits) of the valet operation.

Temporary valet parking permits are also available to residents or businesses that may have a party or other gathering, but slightly different conditions would apply. The operator will not need a designated off-street parking area for vehicle storage. The operator can use surrounding streets with the approval of the majority of those affected property owners.

On February 16, 2006, the Downtown Parking Management Committee approved the proposed valet parking ordinance and recommended the ordinance be forwarded to the Council for approval. The Traffic and Transportation Committee has also reviewed and approved the proposed ordinance.

This ordinance was introduced at the May 16, 2006 Council meeting. The ordinance was modified to include full discretion by the City to renew the annual permits.

Recommendation:

Adoption of proposed ordinance entitled:

AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING CHAPTER 29 OF THE BURBANK MUNICIPAL CODE TO AUTHORIZE VALET PARKING BY PERMIT.

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. To Tuesday, May 30, 2006 at 5:00 p.m. in the Council Chamber for a Budget Study Session.

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