



COUNCIL AGENDA - CITY OF BURBANK  
TUESDAY, MAY 22, 2007  
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:**

**Conference with Legal Counsel – Anticipated Litigation (City as potential defendant):**  
Pursuant to Govt. Code §54956.9(b)(1)

**Number of potential case(s): 1**

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.**

**STUDY SESSION - INITIAL OVERVIEW OF THE FISCAL YEAR 2007-08 BUDGET:**

The purpose of this study session is to provide the Council with a preview of the City's Fiscal Year (FY) 2007-08 Proposed Budget, primarily concentrating on the City's General Fund. During the last several months, staff has worked towards developing a proposed budget for the upcoming year. A comprehensive, proposed budget document was provided to the Council prior to their annual Goal Setting Workshop. All recommendations made by the City's Executive Team have been incorporated into the budget study session materials.

This study session will continue the public budget study sessions scheduled in May that will lead up to the public hearing and adoption of the FY 2007-08 budget in June.

**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:            YOUTH BOARD AWARDS.

PRESENTATION:        YOUTH ART EXPO AWARD WINNERS.

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).

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 meeting agenda of May 21, 2007. Other Airport-related issues may also be discussed during this presentation.

Recommendation:

Receive report.

6:30 P.M. PUBLIC HEARING:

2. EXTENSION OF THE DEVELOPMENT REVIEW ORDINANCE FOR PROJECTS WITH POTENTIAL TRAFFIC IMPACTS AND REPORT ON ANALYSIS OF THE GENERAL PLAN DEVELOPMENT MODEL:

In April 2006, the City released for public review draft updates to the Land Use and Mobility Elements (LUME) of the General Plan (Plan). The draft documents included provisions that would limit the intensity of commercial and industrial development Citywide based upon the amount of traffic that the development was expected to generate. The proposed development control has come to be known as the Trip-Based Intensity Measurement Standard or TIMS. Following the release of the draft documents, the Chamber of Commerce (Chamber), business owners and property owners all expressed concern about the potential impacts of TIMS. As proposed, TIMS would introduce new restrictions on property development and in some cases could substantially reduce the amount of development that could be built on a property under existing Plan and zoning requirements.

In June 2006, the Council directed staff to seek outside consultants to evaluate TIMS and make recommendations regarding its viability and appropriateness as a development control in response to the concerns raised by the Chamber and others. Specifically, the Council directed staff to hire a consultant to conduct an economic analysis to determine the economic viability of the development control and to hire a consultant with expertise in traffic engineering to review TIMS, the City's Travel Demand Model and the assumptions that were used in the model to create TIMS. In August 2006, the Council directed staff to proceed with executing a Professional Services Agreement with Keyser Marston Associates (KMA) for an economic analysis of TIMS and with Kaku Associates, now known as Fehr & Peers (F & P) for a traffic analysis.

At the time the Council was discussing the Plan update and the proposed TIMS regulation, many Development Review applications for commercial and industrial projects were required by the Zoning Ordinance to be processed as ministerial applications. Ministerial applications must be approved by the City if they are found to meet all Municipal Code requirements; no traffic study or other environmental analysis is conducted. In June 2006, the Council directed staff to return as quickly as possible with recommendations for an interim measure to modify the Development Review process until the Council considered the Plan update and TIMS. The purpose of the interim measure was to provide a threshold above which traffic analysis is required to ensure that potential traffic impacts from individual projects are adequately analyzed until the Plan update is considered by the Council.

On July 25, 2006, the Council approved Ordinance No. 3702 to change the Development Review process such that all Development Review applications for non-residential projects that are expected to generate 50 or more vehicle trips during the AM or PM peak traffic hours are processed as discretionary applications and are subject to environmental review. Such applications are approved or denied by the Planning Board (Board) following a noticed public hearing. Per the ordinance, the

Board must find before approving an application that the proposed project would not have an adverse impact on traffic flow and circulation, or that the benefits to the community of the proposed project would outweigh the potential adverse impacts.

The ordinance was intended by the Council to serve as an interim measure until the Council considered the proposed Plan update and other controls are implemented. As such, the ordinance was approved with a sunset date of July 31, 2007. This date was recommended by staff because it was believed at the time that the Plan update would be completed within that time frame. If the Council does not act to extend the ordinance, it will expire on that date. The previous Development Review process would again take effect, where non-residential projects that are not regionally significant and not located within 150 feet of a single-family residential zone are processed as ministerial applications.

KMA analyzed the potential economic effects of TIMS by comparing the economics of sample development projects that could be built under today's zoning requirements with comparable projects that could be built under TIMS' restrictions. The economic factors studied were the land value that would be supported by the project, the number of jobs that would be generated by the project and the tax revenue to the City that would be generated by the project through Property Taxes, Sales Taxes and Utility User Taxes. KMA concluded that TIMS would result in adverse impacts relative to all three of the factors studied. In general, TIMS allows for a lesser intensity of development than existing zoning regulations. This causes the land value of commercial and industrial properties to be lower under TIMS than under existing zoning. Furthermore, KMA found that projects developed under TIMS limitations would create fewer jobs and result in lower tax revenues than projects built under current zoning regulations.

F & P performed a review of TIMS to evaluate the general methodology and assumptions behind it and its potential as an accurate system to relate traffic impacts of specific projects to overall, long-range Citywide forecasts used to develop the Plan update. F & P evaluated the proposed methodology and compared its implementation to current established industry standards for determining traffic impacts. They also conducted research of other jurisdictions that have similar trip-based development controls as part of the project review process. F & P concluded that the TIMS approach has merit as a method for informing elected officials and project applicants about traffic impacts of new development as they relate to the overall land use forecasts in the City. However, the analysis identified a number of technical issues that should be addressed if the TIMS standard were to be implemented.

When the Council directed staff to conduct further analysis of TIMS, the Council also directed staff to work closely with representatives from the Chamber to ensure that the business and development community were involved in the TIMS review and had input into the process. Staff has met regularly with Chamber representatives who have provided input, helped select the sites to be studied by KMA and reviewed KMA's analysis and findings. Staff and a Chamber subcommittee have met to discuss alternative approaches to TIMS and the City's development model. The Chamber representatives have provided staff with perspective about current and future market

conditions in Burbank as staff examines specific sites that are believed likely to recycle during the Plan planning period.

Based upon the findings of KMA and F & P and additional analysis performed by staff, staff is recommending that the Council direct staff to make several revisions to TIMS and its underlying methodology, if the Council wishes to continue pursuing a traffic-based development regulation. The analysis of these changes and further revisions to the draft LUME will not be completed by the time the Development Review ordinance sunsets at the end of July. Since the ordinance was intended as a stopgap measure until the LUME are considered by the Council, staff recommends that the Council extend the sunset date of the ordinance for one year until July 31, 2008. Staff hopes that the revisions to TIMS and the Plan elements and the related Environmental Impact Report can be completed and brought back to the Board and the Council for consideration by that time.

Recommendation:

Introduction of proposed ordinance entitled:  
AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING CHAPTER 31 OF THE BURBANK MUNICIPAL CODE EXTENDING ORDINANCE NO. 3702, WHICH RELATES TO THE DEVELOPMENT REVIEW PROCESS (Project No. 2006-008, Zone Text Amendment).

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 THE 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:

CONSENT CALENDAR: (Items 3 through 5)

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.

3. APPROPRIATION OF FUNDS, APPROVAL OF CONTRACT DOCUMENTS, AND AWARD OF THE CONSTRUCTION CONTRACT FOR BID SCHEDULE NO. 1205, OLIVE AVENUE AND ALAMEDA AVENUE IMPROVEMENT PROJECT:

Staff is requesting Council approval of a resolution amending the Fiscal Year (FY) 2006-07 budget to appropriate \$926,708.32 from the City's State Gas Tax Fund, approving the contract documents and awarding the construction contract to Shawnan for Bid Schedule (BS) No. 1205, Olive Avenue and Alameda Avenue Improvement Project.

This project will resurface Olive Avenue between Parish Place and Virginia Avenue, and Alameda Avenue between Lincoln Street and Shelton Street with rubber asphalt pavement. By utilizing rubber asphalt, this project will recycle over 8,000 tires. Concrete repairs and pedestrian ramp construction will also be included in this project.

BS No. 1205 was advertised on February 14 and 17, 2007. A bid opening was conducted on March 6, 2007. Seven contractors submitted bids ranging from \$1,247,620 to \$1,716,013. Shawnan of Downey, California submitted the lowest bid of \$1,247,620 which is 26.6 percent below the engineer's estimate of \$1,700,000. This contractor has previously performed work similar to the scope of work in this project for the City with satisfactory results.

In addition to the construction contract amount, staff recommends a ten percent reserve for contingencies for this project in the amount of \$124,762. The contingency amount is based on previous experience and is commensurate with the nature and complexity of the project and will allow staff to address any incidental work and unforeseen field conditions that could be encountered during construction.

Construction of this project is planned to occur between May and July 2007.

Recommendation:

Adoption of proposed resolution entitled:

(4/5 vote)

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 OLIVE AVENUE AND ALAMEDA AVENUE IMPROVEMENT PROJECT (BID SCHEDULE 1205) TO SHAWANAN AND AMENDING THE 2006-2007 FISCAL YEAR BUDGET TO PROVIDE \$926,708.32 FOR THE PROJECT.

4. APPLICATION FOR FISCAL YEAR 2002-2003, 2005-2006 AND 2006-2007 TRANSPORTATION DEVELOPMENT ACT BICYCLE AND PEDESTRIAN FACILITY FUNDS (SENATE BILL 821):

Staff is requesting the Council authorize the drawdown of Transportation Development Act (TDA) Article 3 Funds from three prior funding periods. In Fiscal Year (FY) 2002-03, staff allocated 2002-03 TDA funds for the Chandler Bikeway Project. At the end of this project, a small TDA fund balance of \$4,057 remained for FY 2002-03. Since agencies are not allowed to have a fund balance at the end of any fiscal year (year) that TDA funds are drawdown for projects, any unspent funds remaining after the end of the year must be returned to the Metropolitan Transportation Authority (MTA) to be placed on reserve under the year in which they were originally allocated. Thus, this \$4,057, FY 2002-03 TDA balance was returned to MTA to be placed on reserve for the City. The remaining \$4,057 fund balance, allocated in FY 2002-03 is subject to lapse on June 30, 2007. In order to expend the remaining funds placed on reserve before the end of the year, staffs is requesting Council authorization to drawdown and expend the remaining \$4,057 from FY 2002-03 TDA reserve allocation. Staff is proposing to allocate the FY 2002-03 TDA reserved funding to pay for a portion of the design cost associated with the Victory Boulevard Class II Bikeway (VBCB) Project approved by Council on October 3, 2006.

Staff is also requesting Council authorization to apply for the City's share of their TDA funds of \$55,062 from FY 2005-06 to be placed on reserve. At this time, staff is also requesting the Council authorize to drawdown a portion of these funds to be applied to the City's required 10 percent local match portion of the VBCB Project for the 2006-07 Caltrans Bicycle Transportation Account (BTA) grant. Council authorized staff to enter into a BTA Project Agreement between the City and Caltrans to construct this project in the amount of \$480,900 with a local match requirement of \$48,090. At that time staff had indicated that the required 10 percent local match portion would be funded by the TDA Article 3 Funds. Staff is proposing to use FY 2005-06 TDA allocation to provide for the local match portion to the Council authorized 2006-07 BTA grant the City has already received.



Staff is also requesting Council authorization to apply for the City's share of their TDA funds of \$60,960 from FY 2006-07 to be placed on reserve. While these funds have not been specifically programmed, staff proposes to use these funds to provide for the City's local match portions for future awarded pedestrian and bicycle grants or to implement projects identified in the Bicycle Master Plan.

The TDA funds are administered by the Los Angeles County MTA. Article 3 Funds are not automatically distributed to the local jurisdictions. To receive funds each year, a jurisdiction must file a TDA Article 3 Bicycle and Pedestrian Funds Claim Form which identifies the project to be funded. There are no matching funds or future funding commitments by the City associated with filing for these funds.

Recommendation:

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

A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2006-2007 ANNUAL BUDGET BY APPROPRIATING \$120,079 WHICH WILL BE REIMBURSED BY THE TRANSPORTATION DEVELOPMENT ACT (TDA) BICYCLE AND PEDESTRIAN FACILITY FUNDS AND AUTHORIZING THE WITHDRAWAL OF CERTAIN TDA FUNDS.

5. REVISION OF THE SPECIFICATIONS AND TITLES FOR THE CLASSIFICATIONS OF ADMINISTRATIVE ASSISTANT TO ADMINISTRATIVE ANALYST I; ADMINISTRATIVE ANALYST I TO ADMINISTRATIVE ANALYST II; AND, ADMINISTRATIVE ANALYST II TO SENIOR ADMINISTRATIVE ANALYST:

Staff is requesting Council approval of revisions to the specifications and titles for the classifications of Administrative Assistant (Classification Title Code (CTC) No. 0017 and 5017) to Administrative Analyst I; Administrative Analyst I (CTC No. 0014 and 5014) to Administrative Analyst II; and, Administrative Analyst II (CTC No. 0015 and 5015) to Senior Administrative Analyst.

In April 2006, the Burbank Management Association (BMA) requested that the title for Administrative Assistant be revised to more accurately reflect that this classification is an entry level management position, not a secretarial or clerical position as is common in private industry. The Administrative Assistant classification is part of a clearly defined promotional series that moves from Administrative Assistant to Administrative Analyst I to Administrative Analyst II. Staff is proposing to revise the title for Administrative Assistant to Administrative Analyst I, and to also revise the other titles in the series accordingly. Administrative Analyst I is proposed to be revised to Administrative Analyst II and Administrative Analyst II is proposed to be revised to Senior Administrative Analyst.

In addition to revising the titles, staff is also recommending revisions to the specifications for these three classifications to ensure that there is a clear progression in the nature and complexity of the duties performed as employees move from one title to the next. The revised specifications more accurately reflect what is expected

from these classifications, as well as what employees currently in these classifications are actually doing.

Some employees in these classifications report directly to department heads or work with confidential material and are therefore classified as Unrepresented Management. The remainder of the employees in these classifications are represented by BMA. The proposed changes to these titles and specifications will not change the status of the employees who are currently unrepresented and BMA will continue to represent the remainder. The positions represented by BMA will continue to be Civil Service positions and the unrepresented positions will continue to be Civil Service exempt. All three classifications are exempt from the Fair Labor Standards Act and included in the City's Conflict of Interest Code. BMA has been advised of the revisions.

Recommendation:

Adoption of proposed resolutions entitled:

1. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK REVISING THE SPECIFICATION AND RE-TITLING THE CLASSIFICATION OF ADMINISTRATIVE ASSISTANT (CTC No. 0017 AND CTC No. 5017) TO ADMINISTRATIVE ANALYST I (CTC No. 0017 AND CTC NO. 5017).
2. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK REVISING THE SPECIFICATION AND RE-TITLING THE CLASSIFICATION OF ADMINISTRATIVE ANALYST I (CTC No. 0014 AND CTC No. 5014 TO ADMINISTRATIVE ANALYST II (CTC No. 0014 AND CTC NO. 5014).
3. A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK REVISING THE SPECIFICATION AND RE-TITLING THE CLASSIFICATION OF ADMINISTRATIVE ANALYST II (CTC No. 0015 AND CTC No. 5015 TO SENIOR ADMINISTRATIVE ANALYST (CTC No. 0015 AND CTC NO. 5015).

END OF CONSENT CALENDAR

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REPORTS TO COUNCIL:

6. APPOINTMENTS TO VACANCIES ON VARIOUS CITY BOARDS, COMMISSIONS AND COMMITTEES:

The purpose of this report is to request the Council make appointments to the identified boards, commissions and committees with members whose terms expire June 1, 2007.

On April 2, 2007, the City Clerk's Office began advertising and accepting applications for vacancies created by the June 1, 2007 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 February 2007 utility

billing envelopes in order to obtain qualified candidates. The deadline to submit applications to the City Clerk's Office was Friday, May 4, 2007 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. In addition, a random drawing was conducted to select the order the applicants will appear on the voting sheets. It should be noted that 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.

### **VOTING PROCESS:**

The Council votes based on the number of vacancies on each board, commission or committee and the applicants receiving a majority of the votes in the first round move into the second round. The process continues for as many rounds as are necessary to attain the correct number of applicants to fill the vacancies. It is important to note that even though each Council Member is allowed a certain number of votes, there is no obligation to vote that specified number of times. This process is based on past practice and should the Council desire to make any changes to the process, staff recommends that the process be clarified prior to any voting.

Vacancies have been identified for the following fourteen committees:

#### **Board of Building and Fire Code Appeals**

The Board of Building and Fire Code Appeals consists of five members. There are currently two vacancies on this Board. Terms of office are four years. Applications were received from the following interested individuals:

#### **Two Vacancies:**

1. Serjik Shamirian
2. Nicholas L. Trotta – Incumbent
3. Timothy G. Behunin – Incumbent

#### **Burbank Water and Power Board**

The Burbank Water and Power Board consists of seven members. There are currently four vacancies on this Board. Terms of office are four years. Applications were received from the following interested individuals:

### Four Vacancies:

1. Michael P. Thomas – 2<sup>nd</sup> Choice
2. David B. Ahern – 3<sup>rd</sup> choice
3. Lee J. Dunayer – Incumbent
4. Vahe Hovanesian – Incumbent; 2<sup>nd</sup> Choice
5. Sean C. Harkess – 1<sup>st</sup>
6. Armond Aghakhanian – 3<sup>rd</sup> Choice
7. Lynn C. Kronzek
8. Ross D. Necessary – 2<sup>nd</sup> Choice
9. Wendy M. James – Incumbent
10. Rod Kurihara – Incumbent

### **Civic Pride Committee**

The Civic Pride Committee was established by Burbank Municipal Code Section 2-423 and currently consists of eleven members. There are currently six vacancies on this Committee. The term of office is two years. Applications were received from the following interested individuals:

### Six Vacancies:

1. Robert Idavia – Incumbent
2. Armond Aghakhanian – 2<sup>nd</sup> Choice
3. Eileen Cobos – Incumbent
4. Patty I. Dilibert
5. Laurie A. Kierstein – 1<sup>st</sup> Choice
6. Lisa S. Lonsway-Baker – Incumbent
7. Jesse L. Byers
8. J.J. Connaughton
9. Alfred Aboulsaad – 2<sup>nd</sup> Choice
10. Linda F. Silvas – Incumbent

### **Civil Service Board**

The Civil Service Board consists of five members. There are currently two vacancies on this Board. Terms of office are four years. Applications were received from the following interested individuals:

### Two Vacancies:

1. Theodore F. Milner – Incumbent
2. David B. Ahern – 1<sup>st</sup> Choice
3. Gregory F. Bragg – 3<sup>rd</sup> Choice
4. Mary Lou Howard – Incumbent

### **Heritage Commission**

The Heritage Commission was established by Burbank Municipal Code Section 2-420. Five Burbank residents are appointed to four-year terms. Currently, there is one vacancy for an unexpired term ending June 1, 2010. This vacancy was created by the resignation of Commission Member Sonia Peltekian. A second vacancy ending June 1, 2008, created by the recent resignation of Commission Member Howard Barr, is being advertised and will be filled at a future Council meeting. One application was received from the following interested individual:

One Unexpired Term:

1. Arthur M. Solis

**Landlord-Tenant Commission**

The Landlord-Tenant Commission consists of five members. There are currently two vacancies on this Commission. Terms of office are four years. Applications were received from the following interested individuals:

Two Vacancies:

- |   |   |
|---|---|
| 1. Matt Pentecost – 1st Choice              | 5. Eric C. Adkins – 3rd Choice                  |
| 2. Melvin “Mel” Wolf – 2nd Choice           | 6. Razmik Hovanesian – Incumbent;<br>2nd Choice |
| 3. Naora P. Ben-Dov                         | 7. Marla A. Martinez – Incumbent                |
| 4. Shelley A. Payne-Pittman – 1st<br>Choice |   |

**Board of Library Trustees**

The Board of Library Trustees consists of seven members. There are currently three vacancies on this Board. Terms of office are four years. Applications were received from the following interested individuals:

Two Vacancies:

- |   |                                |
|---|--------------------------------|
| 1. Lee Paysinger – Incumbent; 1st<br>Choice | 4. Nancy A. Lacher – Incumbent |
| 2. Celeste R. Francis – 2nd Choice          | 5. Connie M. Wilson            |
| 3. Susan T. Robles – 1st Choice             | 6. David C. Laurell            |

**Park, Recreation and Community Services Board**

The Park, Recreation and Community Services Board consists of five members. There are currently two vacancies on this Board. Terms of office are four years. Applications were received from the following interested individuals:

Two Vacancies:

- |                                    |                                     |
|------------------------------------|-------------------------------------|
| 1. Ross D. Necessary – 3rd Choice  | 9. Laurie A. Kierstein – 2nd Choice |
| 2. Whit Prouty – 1st Choice        | 10. Razmik Hovanesian – 1st Choice  |
| 3. Armond Aghakhanian – 1st Choice | 11. Matt Pentecost – 3rd Choice     |
| 4. David N. Dobson – 3rd Choice    | 12. Brett L. Loutensock             |
| 5. Melvin “Mel” Wolf – 1st Choice  | 13. Steven L. Ferguson              |
| 6. George M. Saikali               | 14. Lee Paysinger – 3rd Choice      |
| 7. Terre A. Hirsch                 | 15. Eric C. Adkins – 1st Choice     |
| 8. Gordon Haines – 3rd Choice      |                                     |

## **Planning Board**

The Planning Board consists of five members. There are currently two vacancies on this Board. Terms of office for this Board are four years. Applications were received from the following interested individuals:

### Two Vacancies:

- |  |                                    |
|--|------------------------------------|
| 1. Richard Gillis                        | 7. Celeste R. Francis – 3rd Choice |
| 2. John E. Deeter – 1st Choice           | 8. Amy Lawrence – Incumbent        |
| 3. Eric C. Adkins – 2nd Choice           | 9. Gregory F. Bragg – 1st Choice   |
| 4. Shelley A. Payne-Pittman – 2nd Choice | 10. Jonathan M. Cornelio           |
| 5. Vahe Hovanesian – 1st Choice          | 11. Kenneth H. San Miguel          |
| 6. Gordon Haines – 1st Choice            | 12. Ross D. Necessary – 1st Choice |

## **Police Commission**

The Police Commission consists of five members. There are currently three vacancies on this Commission, including one unexpired term ending June 1, 2009, created by the resignation of Commission Member Anja Reinke upon her election to City Council Member. Terms of office are four years. Applications were received from the following interested individuals:

### Two Vacancies and one unexpired Term:

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| 1. Robert A. Newhoff             | 9. Nathan W. Rubinfeld               |
| 2. Susan L. Borders              | 10. Hagop Hergelian – Incumbent      |
| 3. Alfred Aboulsaad – 3rd Choice | 11. William V. Harrold               |
| 4. Susan T. Robles – 3rd Choice  | 12. Paul W. McKenna Jr. – 3rd Choice |
| 5. Robert F. Heins – 1st Choice  | 13. Lee Paysinger – 2nd Choice       |
| 6. Whit Prouty – 2nd Choice      | 14. Robert Frutos – Incumbent        |
| 7. David B. Ahern – 2nd Choice   | 15. Gregory F. Bragg – 2nd Choice    |
| 8. Elise M. Stearns-Niesen       | 16. Vahe Hovanesian – 3rd Choice     |

## **Senior Citizen Board**

The Senior Citizen Board was established by Burbank Municipal Code Section 2-415 and consists of seven members who shall be Senior Citizens. All Committee members are appointed to four-year terms. Currently, there is one vacancy for an unexpired term ending June 1, 2008. This vacancy was created due to the resignation of Board Member Florence Nos. Applications were received from the following interested individuals:

### One unexpired term:

- |                      |                      |
|----------------------|----------------------|
| 1. Judith A. Andrews | 3. Douglas C. Halter |
| 2. Louise M. Brown   | 4. Gloria O'Donohoe  |

## **Traffic and Transportation Committee**

The Traffic and Transportation Committee was established by Burbank Municipal Code Section 2-421 and currently consists of thirteen members. One representative each is designated by the City Manager, Public Works Director, Chief of Police, Community Development Director and Superintendent of the Burbank Unified School District. The eight remaining members are Burbank residents appointed by the City Council. The term of office for the eight members is two years. Currently, there are two vacancies and one unexpired term ending June 1, 2008, to replace Committee Member Joseph Spaulding. Applications were received from the following interested individuals:

### Two Vacancies and one unexpired Term:

- |  |                                    |
|--|------------------------------------|
| 1. Michael P. Thomas – 1st Choice        | 6. John E. Deeter – 2nd Choice     |
| 2. Melvin “Mel” Wolf – 3rd Choice        | 7. David N. Dobson – 2nd Choice    |
| 3. Paul W. McKenna Jr. – 1st Choice      | 8. Celeste R. Francis – 1st Choice |
| 4. Robert F. Heins – 2nd Choice          | 9. Sean C. Harkess – 2nd Choice    |
| 5. Shelley A. Payne-Pittman – 3rd Choice |                                    |

## **Transportation Commission**

The Transportation Commission consists of seven members. There are currently three vacancies on this Commission. Terms of office are four years. Applications were received from the following interested individuals:

### Three Vacancies:

- |  |   |
|--|---|
| 1. Alfred Aboulsaad – 1st Choice           | 5. Paul W. McKenna Jr. – Incumbent;<br>2nd Choice |
| 2. Paul Dyson – Incumbent                  | 6. David N. Dobson – 1st Choice                   |
| 3. Susan T. Robles – Incumbent; 2nd Choice | 7. Gordon Haines – 2nd Choice                     |
| 4. Michael P. Thomas – 3rd Choice          |   |

## **Youth Endowment Services Fund Advisory Committee**

The Youth Endowment Services Fund Advisory Committee consists of seven members. There are currently four vacancies on this Committee. Terms of office are four years. Applications were received from the following interested individuals:

### Three Vacancies:

- |                                     |                                |
|-------------------------------------|--------------------------------|
| 1. Laurie A. Kierstein – 3rd Choice | 3. Matt Pentecost – 2nd Choice |
| 2. Michael Porco – Incumbent        | 4. Hoori Chalian – Incumbent   |

Recommendation:

Staff recommends the Council consider making the appropriate appointments to the various boards, commissions and committees, or give direction to staff as desired.

7. ORDINANCE AMENDING CHAPTER 29 (VEHICLES AND TRAFFIC) OF THE BURBANK MUNICIPAL CODE:

Staff is requesting Council approval of an ordinance amending Chapter 29, Vehicles and Traffic, of the Burbank Municipal Code to bring the Code in line with procedural practice and to revise obsolete language.

Chapter 29 contains twenty-nine articles that address traffic administration and regulations. Over the years, the Council adopted ordinances amending particular items within this chapter to update and clarify the Code relative to current practices and procedures. This proposed ordinance amends Chapter 29 in its entirety to remove outdated references such as the Golden Mall, streetcars, etc., and to eliminate practices that are no longer performed with current procedures or operations. In cases where an item was more appropriately addressed in the California Vehicle Code, the section was deleted in its entirety.

All proposed changes to Chapter 29 were reviewed, modified and approved by the Police and Community Development Departments. The Traffic and Transportation Committee endorsed the proposed changes for the Council's consideration during their February 2007 meeting.

Recommendation:

Introduction of proposed ordinance entitled:

AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK AMENDING VARIOUS SECTIONS OF CHAPTER 29 OF THE BURBANK MUNICIPAL CODE REGARDING VEHICLES AND TRAFFIC.

8. CONTINUATION OF THE FISCALYEAR 2007-08 BUDGET STUDY SESSION:

Staff has prepared a schedule for the Fiscal Year (FY) 2007-08 Department Budget Study Sessions to be held on Tuesday nights. This integration of the Study Sessions into the regular Council meetings has been accomplished by scheduling the sessions over the course of three Council meetings. The remaining Department Budget Study Session is scheduled on May 22, 2007. During this session, each department will have an opportunity to fully disclose the details of proposed changes related to their respective department contained in the FY 2007-08 Proposed Budget.



Following is the Budget Study Session schedule:

<b>BUDGET STUDY SESSION SCHEDULE</b>
<b>May 22, 2007</b>
Library Services Department
Management Services Department
Burbank Water and Power
Infrastructure Overview
Discussion Paper Items
Final Decision Making

**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](http://www.ci.burbank.ca.us)**