

BURBANK REDEVELOPMENT AGENCY
NOVEMBER 19, 2002

A regular meeting of the Burbank Redevelopment Agency was held in the City of Burbank Council Chamber, 275 East Olive Avenue, on the above date. The meeting was called to order at 6:35 p.m. by Mr. Laurell, Chairman.

Invocation The invocation was given by Reverend Roby Correa, Magnolia Park United Methodist Church.

Flag
Salute The pledge of allegiance to the flag was led by Police Chief Tom Hoefel.

ROLL CALL

Present- - - - - Members Golonski (arrived at 7:48 p.m.), Murphy (arrived at 7:48 p.m.), Ramos, Vander Borcht and Laurell.

Absent - - - - - Members None.

Also Present - - Ms. Alvord, Assistant City Manager; Mr. Stevenson, Senior Assistant City Attorney; Mrs. Georgino, Assistant Executive Director; and, Mrs. Campos, Secretary.

8:06 P.M.
Meeting
Continued Following a Council report, the combined oral communications and the joint meeting between the Council and Youth Endowment Services Fund Board, the Council and the Youth Endowment Services meetings were recessed to allow the Agency to hold its meeting.

Motion It was moved by Mr. Golonski and seconded by Ms. Murphy that "the following items on the consent calendar be approved as recommended:"

Minutes
Approved The minutes for the regular meeting of November 5, 2002 were approved as submitted.

R-81
Replacement
Housing Plan for
Peyton-Grismer
Revitalization
Proj. RESOLUTION NO. R-2044:
A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BURBANK APPROVING A REPLACEMENT HOUSING PLAN IN CONJUNCTION WITH THE PROPOSED PEYTON-GRISMER REVITALIZATION PROJECT.

Adopted The consent calendar was adopted by the following vote:

Ayes: Members Golonski, Murphy, Ramos, Vander Borcht and Laurell.

Noes: Members None.

11/19/02

8:08 P.M.
Mr. Vander
Borgh left the
Meeting

Absent: Members None.
Mr. Vander Borgh left the meeting at this time.

RA 60
Downtown
Tenant
Assistance Prog.

Ms. Mack, Redevelopment Project Manager, reported that on September 24, 2002, the Redevelopment Agency approved funding to hire consultants to assist in 1) the development of a Property Based Business Improvement District (PBID), 2) the design of a smart signage program and, 3) the development of a parking management plan. She stated the Agency also approved funds to hire a staff person to help coordinate and implement the downtown revitalization strategy and approved initial funding for a Downtown Tenant Assistance Program (DTAP) to provide financial assistance for structural and tenant improvements for underutilized and vacant properties downtown.

Mrs. Mack discussed the DTAP which provides forgivable market rate loans as financial incentives to attract quality retail tenants to locate in the downtown. This loan program, she noted, would be made available to retail tenants interested in locating downtown or property owners interested in attracting retail tenants in the downtown area. Under the DTAP, Agency assistance is tied to specific tenant selection criteria. She stated that on September 24, 2002, the Agency conceptually approved the program guidelines, and requested that certain program revisions be brought back for consideration. The following proposed DTAP modifications were requested:

- Ensure there is sufficient private investment provided by the retail tenant and/or property owner and that Agency funds are adequately leveraged.
- Bring back the Skyblupink financial transaction to consider as a potential model for the DTAP including review of the level of tenant and building improvement costs per square foot.
- Establish clearly defined measures to secure the DTAP loan.
- Replace the "Pre-Approved" Tenant Selection List with more generic criteria for tenant selection.
- Bring all requests for financial assistance under the DTAP back to the Agency for consideration.

Mrs. Mack stated that all eligible requests for assistance under the DTAP will be brought to the Agency for consideration and each loan will be considered by the Agency on a case by case basis.

Motion It was moved by Ms. Murphy and seconded by Mr. Golonski that "the following resolution be passed and adopted:"

RA 60 RESOLUTION NO. R-2045:
Downtown A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY
Tenant OF BURBANK APPROVING THE DOWNTOWN TENANT ASSISTANCE
Assistance Prog. PROGRAM (DTAP).
Approved

Adopted The resolution was adopted by the following vote:

Ayes: Members Golonski, Murphy, Ramos and Laurell.
Noes: Members None.
Absent: Member Vander Borght.

8:20 P.M. Mr. Vander Borght returned to the meeting at this time.
Mr. Vander
Borght returned
to the meeting

8:20 P.M. The Agency recessed at this time to permit the Youth Endowment
Recess Services Fund Board and the City Council to continue their
meetings. The Agency reconvened at 9:51 p.m. for public comment
with all members present.

10:18 P.M. There being no further business to come before the Agency, the
Adjournment meeting was adjourned at 10:18 p.m.

Secretary

APPROVED FEBRUARY 18, 2003

Chairperson