

BURBANK REDEVELOPMENT AGENCY
NOVEMBER 7, 2006

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 6:36 p.m. by Mr. Campbell, Chairman.

Invocation The invocation was given by Bob Kramer, Community Assistance Coordinator.

Flag
Salute The pledge of allegiance to the flag was led by Boy Scout Troop 50.

ROLL CALL

Present- - - - Members Golonski, Gordon, Ramos, Vander Borcht and Campbell.

Absent - - - - Members None.

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

9:08 P.M.
Meeting
Continued Following the Airport Authority Commissioner's Report, the combined oral communications and a staff report, the Council and Redevelopment Agency held a joint meeting.

Jt. Mtg. w/City
Council
RA 80
RA 42
Real Property
Lease – 2721 W
Burbank Blvd. Ms. Davidson-Guerra, Assistant Community Development Director/Housing and Redevelopment, presented the proposed lease agreement between the City and the Family Service Agency (FSA) for the property located at 2721 West Burbank Boulevard, and requested Council and Redevelopment Agency (Agency) Board approval of necessary budget amendments and a related cooperation agreement. She stated that in May 2006, the Council approved the acquisition of real property located at 2721 West Burbank Boulevard in an effort to assist the FSA secure a permanent facility. She noted that this decision was consistent with the Council's historical commitment and support of the non-profit service providers in Burbank. She added that the FSA was established in 1953 to strengthen families in the Burbank community by providing low and no-cost professional, clinical and psycho-educational services. She explained that the FSA provides myriad community services, including: individual, couples and family counseling; daily school-based outreach to a variety of local middle and high schools; teen substance abuse and anger management programs; family violence intervention programs; child abusers treatment programs; parenting and senior peer support programs; and, community outreach services.

Ms. Davidson-Guerra highlighted the following main points of the

negotiated lease: the term of lease will be ten years with two ten-year options to extend, for a possible total term of 30 years; the lease rate will be \$1,000 per month, with a waiver of rent for the first three years; in exchange for discounted rent, the FSA will provide annual goals and performance measurements for youth, families and seniors' outreach and service; should the lease options be exercised, the rent will be adjusted per the Consumer Price Index at years 10,15, 20, 25 and 30; the FSA will fund all tenant improvements including interior Americans with Disabilities Act (ADA) requirements; the FSA will be responsible for all routine maintenance and upkeep; the City will fund and/or install an elevator for required ADA access and will ensure ADA compliance on the front and/or rear entrances to the building shell; the option for the FSA to purchase the property within the first ten years of the lease for \$2.05 million, the price the City paid for the property, \$1.95 million plus the anticipated cost of initial major systems improvements, estimated at \$100,000; in the event the FSA exercises its option to purchase the property, the City will retain a variable percentage of the property's equity; in the event the FSA exercises its option to purchase the property, a use restriction will be recorded with the grant deed, providing a 55-year restriction of use consistent with the FSA's mission; and, during the term of the lease, the City will be responsible for all major systems repairs or replacements. She recommended funding the anticipated cost of initial major systems improvements of \$100,000 by the City utilizing debt reimbursement funds from the Agency.

Ms. Davidson-Guerra summarized that the proposed lease agreement has been structured in such a way as to protect the City's investment, yet allow sufficient flexibility for the FSA to operate and strengthen the community.

Motion	Following Council deliberation, it was moved by Mrs. Ramos and seconded by Mr. Vander Borgh that "the following resolutions be passed and adopted:"
City Council Reso. Adopted	City Council Resolution No. 27,348 Amending the Fiscal Year 2006-07 Annual Budget, Appropriating Funds in the Amount of \$100,000 and Approving a Cooperation Agreement with the Redevelopment Agency of the City of Burbank was adopted.
City Council Reso. Adopted	City Council Resolution No. 27,349 Approving the Lease Agreement with Option to Purchase Between the City of Burbank

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and Family Service Agency of Burbank (2721 West Burbank Boulevard) was adopted.

RA 80
RA 42
Amend FY 06-
07 Budget &
Coop. Agrmt. w/
the City

RESOLUTION NO. R-2167:

A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2006-07 ANNUAL BUDGET IN THE AMOUNT OF \$100,000 AND APPROVING A COOPERATION AGREEMENT WITH THE CITY OF BURBANK.

Adopted

The resolutions were adopted by the following vote:

Ayes: Members Golonski, Ramos, Vander Borght and Campbell.

Noes: Member Gordon.

Absent: Members None.

Item removed
from Consent

The item regarding "Adopting Grievance Procedures for the Relocation Rules and Regulations Process and Appointing a Relocation Appeals Board" was removed from the consent calendar for the purpose of discussion.

Motion

It was moved by Mr. Vander Borght and seconded by Mr. Golonski that "the following item on the consent calendar be approved as recommended."

Minutes
Approved

The minutes for the regular meetings of June 27, July 25, August 22, August 29 and September 19, 2006 were approved as submitted.

Adopted

The consent calendar was adopted by the following vote:

Ayes: Members Golonski, Gordon, Ramos, Vander Borght and Campbell.

Noes: Members None.

Absent: Members None.

RA 41-1
Grievance

Mr. Lynch, Senior Redevelopment Project Manager, Community Development Department, requested Redevelopment Agency

Procedures for
Relocation Rules
& Regulations
Process & Appt.
a Relocation
Appeals Board

(Agency) Board consideration of a resolution adopting new Grievance Procedures for the Rules and Regulations for Relocation Assistance and appointing a new Relocation Appeals Board. He stated that in 1990, the City, Agency, Housing Authority and Parking Authority adopted rules and regulations for relocation assistance, grievance procedures, and appointed a Relocation Appeals Board. He noted that because the State rules and regulations differed from those of the City and Agency's, in 1997, the City, Agency, Housing Authority and Parking Authority adopted the State Relocation Law and State Guidelines verbatim as the new Rules and Regulations for Relocation Assistance. As part of the rules and regulations, Grievance Procedures are required, which includes a Relocation Appeals Board.

Mr. Lynch noted that according to the California Health and Safety Code, the Relocation Appeals Board must be comprised of five members and shall act in an advisory capacity, with powers, duties and functions to hear complaints from displaced persons and to determine if the City, Agency, Housing Authority and Parking Authority have complied with the provisions of applicable relocation laws. He reported that currently, the Planning Board serves as the Relocation Appeals Board. He added that given the changes in the acquisition activities of the Agency which now focus more on the acquisition of multi-family properties in Focus Neighborhoods, staff recommended that the Relocation Appeals Board reflect this residential orientation. He suggested that the new Relocation Appeals Board consist of the Assistant City Manager, Financial Services Director, Chief Assistant Community Development Director, Chair of the Landlord Tenant Commission and Vice-Chair of the Landlord Tenant Commission.

Motion

It was moved by Mr. Golonski and seconded by Dr. Gordon that "the following resolution be passed and adopted and that the Planning Board be maintained as the Appeals Board."

RA 41-1
Adopt Grievance
Procedures &
Approved
Appeals Board
For Reloc. Claim

RESOLUTION NO. R-2168:
A RESOLUTION OF THE REDEVELOPMENT AGENCY OF THE
CITY OF BURBANK ADOPTING GRIEVANCE PROCEDURES
RELATING TO RELOCATION CLAIMS.

Adoption

The resolution was adopted by the following vote:

Ayes: Members Golonski, Gordon, Vander Borght and
Campbell

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Noes: Council Member Ramos.
Absent: Members None.

RA 41
Appointment to
Burbank Housing
Corp. Board of
Directors

Mrs. Campos, Secretary, requested the Redevelopment Agency (Agency) Board consider making one appointment for a two-year term on the Burbank Housing Corporation's (BHC) Board of Directors ending November 1, 2008. She added that on August 19, 2006, the Secretary's Office began advertising and accepting applications for the vacancy and as of the October 13, 2006 deadline, four applications were received from: Chris T. Welker; Denice L. Labertew; Janis D. Bunch; and, Ryan D. Bowne.

Motion

Following a vote of the Agency Board, Chris Welker was appointed to the two-year term on the Burbank Housing Corporation's Board of Directors ending November 1, 2008.

10:24 P.M.
Recess

The Agency recessed at this time to permit the Housing Authority, Parking Authority and the City Council to continue their meetings. The Agency reconvened at 10:44 p.m. for public comment with all members present.

10:46 P.M.
Adjournment

There being no further business to come before the Agency Board, the meeting was adjourned at 10:46 p.m.

Margarita Campos, CMC
Secretary

APPROVED MARCH 6, 2007

Chairperson