

BURBANK YOUTH ENDOWMENT SERVICES FUND BOARD  
FEBRUARY 14, 2006

A regular meeting of the Youth Endowment Services Fund Board was held in the Council Chamber of the City Hall, 275 East Olive Avenue, on the above date. The meeting was called to order at 6:38 p.m. by Mr. Vander Borght, Chairman.

Invocation           The invocation was given by Pastor Paul Claireville, Westminster Presbyterian Church.

Flag Salute           The pledge of allegiance to the flag was led by Richard Phipps, Elks Lodge.

ROLL CALL

Present - - - - - Directors Campbell, Golonski, Gordon (sworn in at 6:55 p.m.), Ramos and Vander Borght.

Absent - - - - - Directors None.

Also Present - - Ms. Alvord, City Manager; Mr. Barlow, City Attorney; and, Mrs. Campos, Secretary.

10:19 P.M. Meeting Continued           Following a Council Public Hearing, the combined oral communications and the joint meeting between the Council and the Redevelopment Agency, the City Council and Youth Endowment Services Fund Board held a joint meeting.

Jt. Mtg. w/City Council YES 2 Mid-Year Adjust. to FY 05-06 Budget           Mr. Elliot, Interim Financial Services Director, discussed the City's financial status as of December 31, 2005, requested Council approval of mid-year adjustments to the Fiscal Year (FY) 2005-06 approved budget, and discussed the Five Year Financial Forecast, preview of the FY 2006-07 budget and the non-recurring resources.

Mr. Elliot gave a revenue overview, noting revised estimates for increases in Sales Tax and Building Permit/License Fees. He also noted the appropriation adjustments due to Police, Fire and Burbank City Employees Association Memoranda of Understanding ratifications, and stated that the projected FY 2005-06 deficit of \$710,866 would be balanced with use of the Public Employee Retirement System (PERS) Stabilization Fund. He also stated that the current Undesignated Fund Balance was \$7,577,482; however, after considering appropriations for: increases in working and emergency capital reserves (\$1,515,000); compensated absences (\$800,000), one-time appropriations (\$915,353), additional PERS enhanced retirement (\$877,000), anticipated Retiree Medical Trust (\$407,610); and, the mid-year non-recurring adjustments (\$1,252,926), the estimated available balance as of June 30, 2006 was \$1,809,593.

2/14/06

Mr. Elliot then discussed the following mid-year budget adjustments: Harvard Fire Incident (\$1,137,613); legal advertising and printing (\$15,000); library grant appropriation (\$4,174); Department of Justice secure router (\$2,700); increased postage (\$5,000); Park, Recreation and Community Services contract services (\$40,000); portable toilets – Habitat for Humanity (\$3,057); Burbank on Parade insurance (\$5,000); Animal Shelter donation (\$31,936); weed spraying (\$7,700); and, maintenance of six storm water pumps (\$10,746). He stated that the net General Fund requests totaled \$1,218,752.

Mr. Elliot also discussed the mid-year adjustments pertaining to other funds, including: Proposition A Transportation; Gas Tax; Public Improvements/Development Impact Fees; Youth Endowment Services Fund; Refuse Collection and Disposal; Vehicle Replacement; Office Equipment Replacement; Municipal Building Replacement; Computer Equipment Replacement; and, Magnolia Power Plant Operation.

Mr. Elliot then discussed the Five Year Financial Forecast pertaining to non-recurring and recurring revenues, and recurring expenditures. He also elaborated on the FY 2006-07 budget development parameters which included: a discretionary budget reduction of one percent; no new positions or upgrades unless revenue off-set; frozen positions from FY 2003-04 through FY 2005-06 to remain frozen but removed from the personnel budget system; no allowable increases in the Materials, Supplies and Services accounts unless beyond the department's control; no new capital outlay requests unless approved by the Executive Team; and, inclusion of the Utility Users Tax Set Aside Fund in the recurring resources. He then gave an overview of the available non-recurring resources and concluded that while the General Fund forecast is improving, the expenditures are still in excess of recurring revenues.

Mr. Golonski requested the Council consider, as part of the non-recurring fund balance, to fund the Mayor's Youth Task Force initiatives for \$250,000 for FY 2006-07. He also suggested that staff evaluate the use of the Pension Obligation Bonds hedge fund to pre-fund the City's PERS obligation in an effort to mitigate some of the rising pension costs. Mrs. Ramos expressed support for the Mayor's Youth Task Force funding.

Mr. Campbell requested one-time non-recurring funding for the Wayside Horn/Quiet Zones to improve intersections in terms of safety while reducing noise. Mr. Golonski and Mrs. Ramos expressed preference for using Redevelopment Agency funds for this purpose.

Dr. Gordon requested consideration of funding to televise the Charter Review Committee meetings.

Mr. Vander Borcht expressed support for funding the Mayor’s Youth Task Force. He also requested setting aside \$400,000 for additional transit buses and funding for the improvement of the remnant parcel at Burbank and Victory Boulevards. He expressed interest in receiving more information on the potential risks and benefits of using the Pension Obligation Bonds hedge funds. Mrs. Ramos concurred.

It was moved by Mr. Golonski seconded by Mrs. Ramos and carried that \$250,000 be set aside for the Mayors Youth Task Force and \$400,000 be set aside for the purchase of additional transit buses.

Motion It was moved by Mr. Golonski and seconded by Mrs. Ramos that “the following resolutions be passed and adopted:”

City Council City Council Resolution No. 26,168 Amending the Budget of  
Reso. Adopted Fiscal Year 2005-2006 for the Purpose of Mid-Year Adjustments was adopted.

YES 2 RESOLUTION NO. Y-44:  
Amend FY 05-06 A RESOLUTION OF THE YOUTH ENDOWMENT SERVICES  
Budget for Mid- FUND OF THE CITY OF BURBANK AMENDING THE BUDGET  
Year Adjustments OF FISCAL YEAR 2005-2006 FOR THE PURPOSE OF MID-  
YEAR ADJUSTMENTS.

Adopted The resolutions were adopted by the following vote:

Ayes: Directors Campbell (abstained on the mid-year adjustment pertaining to the Proposition A Transportation Fund), Golonski, Gordon, Ramos and Vander Borcht.  
Noes: Directors None.  
Absent: Directors None.

2/14/06

11:12 P.M.  
Recess

The Board recessed at this time to permit the City Council to continue its meeting. The Board reconvened at 12:06 a.m. for public comment with all members present.

12:06 A.M.  
Adjournment

There being no further business to come before the Board, the meeting was adjourned at 12:06 a.m.

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Margarita Campos, CMC  
Secretary

APPROVED JUNE 6, 2006

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Chairperson