

# **PARK, RECREATION AND COMMUNITY SERVICES BOARD MINUTES**

## **THURSDAY, April 9, 2009**

A regular meeting of the Park, Recreation and Community Services Board was held in the Council Chambers in City Hall of Burbank 275 East Olive Avenue, Burbank, California. The meeting was called to order at 6:06 pm by Garen Yegparian, Chairperson.

### **ROLL CALL**

**Present .....** Members Yegparian, Prouty, Talamantes, Layfer, and Ferguson   **Absent...** None  
**Staff Present...** Director Chris Dasté, Deputy Directors Linda Oseransky, Marisa Garcia, Teri Stein, Jan Bartolo; Recording Secretary Jessica Sandoval

### **APPROVAL OF MINUTES**

Minutes approved for March (4-0) with Mr Ferguson abstaining and a notation from Mr. Yegparian

### **PLEDGE OF ALLEGIANCE**

The pledge of allegiance was recited

### **WRITTEN COMMUNICATIONS**

None

### **ORAL COMMUNICATIONS**

A resident spoke on the Memoir Writing class. Another resident spoke on Aquatics.

### **ANNOUNCEMENTS**

Upcoming events were announced.

### **NEW BUSINESS**

#### **1. Cultural Arts Plan Update**

Ms. Garcia provided an update on the development of the City's Cultural Arts Master Plan. This plan is the result of a year long process of cultural assessment, research and outreach, community engagement, and multiple cultural planning meetings. City of Burbank staff recruited and appointed a Cultural Arts planning Committee drawn from a wide-range of arts, civic, business, government and educational stakeholders. The nine month process consisted of six three-hour planning sessions. As a result of these meetings a vision statement was formed: the purpose of the City of Burbank's Cultural Arts plan's focus is to develop and amplify the diverse and vibrant arts community to enrich the lives of Burbank residents. At the core is a commitment that the arts are accessible to all and a vision to identify Burbank as a regional arts destination. Embracing a fresh approach to forming new partnerships representing all genres of arts, the Cultural Arts Plan will support the Burbank arts community and provide exposure and further expansion of that community. Greater civic awareness of the arts and broad support from the community will be a great source of pride for Burbank. The Cultural Arts Plan will develop strategies to ensure the arts are a unifying force in Burbank's urban planning initiatives and the creative economy, as well as build upon the City's commitment to the arts education community and its reputation as a media capital. The four goals include cultural arts leadership, support of the arts, arts education and access, and facilities/venue optimization. As part of the process, a public hearing was held in March. As the nine month planning process concluded, the Planning Committee noted many positive and challenging developments had occurred during their time together. A brief Strengths-Weaknesses-Opportunities-Threats analysis facilitated by the consultants revealed that there were many more strengths than weaknesses to the implementation of Burbank's Cultural Arts Plan. For example, the partnership and team spirit between the City and its Planning Committee is highly functioning and gives the Cultural Arts plan a high degree of probability to achieve full implementation within three years. The Planning Committee met on April 1 to have their last planning meeting and they reviewed the draft plan. Input is being sought from this Board as well as from the Art in Public Places Committee, which will meet later this month. The plan will then be presented to City Council in May. At that time, City Council may decide to move forward with the selection process for a Cultural Arts Advisory Committee or direct staff to proceed as necessary.

Boardmembers supported the Plan as it was written.

**ACTION** Note and File

#### **2. Fiscal Year 2009-2010 Budget Overview**

Mr. Frank reported on some changes to the FY 2009-2010 budget reductions previously reported to the Board. Reductions of \$43,415 in total revenues and \$13,225 in MS&S have been made and an increase of \$54,221 in total salary reductions has been made. Overall enrollment in the After School Program has slightly decreased, and enrollment at the Washington Elementary site decreased by about 50% due to the fact that there are three competing programs on-site. It is anticipated that there may not be enough enrollees in the next school year to justify having a program at this site, therefore, staff decided to remove the previously proposed revenue increase

for After School Program Recreation Activities in the amount of \$43,415. To offset the removal of this revenue, staff proposed to freeze an additional Intermediate Clerk position at Ovrom Park, which will save 54,221. The department is no longer proposing to reduce (previously cut) expenditures to the Rose Parade Float (\$3,375) or Burbank on Parade (\$1,500) given the increase in the reduction of the Intermediate Clerk position. Because the Department's reduction goal has been met, staff is no longer proposing to reduce the following MS&S expenditures: Printing Youth Resource Guide (\$7,000); Employee Banquet Awards (\$800); Office Supplies (\$400); and Travel (\$200). The upcoming deadline for Performance Measures is April 17 and Continuing Appropriation Requests is Mid-June. Staff will present the Work Program overview and goals to the Board in June. The City Council study session is May 12; Public Budget Hearing is June 2; Budget Adoption is June 9.

Boardmembers were supportive of the changes but expressed some concern over the loss of the Intermediate Clerk position and Tree Trimmer position. In response to questions from the Board, Ms. Stein noted that staffing at Ovrom Park would include a Recreation Supervisor, Recreation Coordinator, Senior Recreation Leader and part time hours for both a recreation Leader and Work Trainee. Ms. Garcia clarified that some of the identified Roller Hockey positions were frozen since the program was eliminated (and they were vacant). Ms. Stein noted that staff is looking at sharing operation hours between skater and bike riders at the skate park until there is a better idea of usage.

**ACTION** Note and File

## **OLD BUSINESS**

### **1. Aquatics Steering Committee**

Ms. Garcia reported that the Committee would be meeting on April 16. Staff would share the Board's comments and make revisions as needed. Staff and City Council's priority is to have a well functioning aquatics program. Extending it to a year-round program will depend on funding. Staff will be going to Council in May to ask them to evaluate the need for a year-round aquatics program whether it be with one pool or exploring the use of BUSD swimming pools as well. There is a clause in the agreement that is being finalized with BUSD to utilize their pools, have a schedule in summer and have a pool available to the City during the school year, dependant on funding.

Mr. Layfer shared his thoughts and the Committee's perspective on Aquatics facilities. Mr. Ferguson felt it was important that the McCambridge Park recreational pool be as close to the Recreation Center as possible to facilitate staff monitoring and for emergency purposes. Mr. Prouty was not sure if the layout that Mr. Ferguson was referring to was more costly when it came to coverage for year-round use. Mr. Talamantes clarified that it would be more efficient and less costly to be adjacent to the building because the cover could be attached (versus a more expensive free-standing cover). Mr. Yegparian felt that if the availability was there, the demand would be there and other users would come. He did not feel planning should be based on current demand alone.

**ACTION** Note and File

### **2. City Council Agenda Items**

Mr. Dasté reported on the following agenda items: Staff presented an item regarding the possibility of combining the Burbank and Glendale Armories (March 24). Council voted 5-0 to bring the item back for discussion in late May. Staff will be meeting with personnel from the Armory to discuss options and if the Armory could be relocated, it may allow for expansion of the adjacent park. Burbank Youth Task Force Challenge Day funding in the amount of \$20,000 was approved 5-0 (April 7) and City Council accepted a donation from BUSD to build a scoreboard at McCambridge Park (April 7). Staff will ask Council to adopt a resolution to apply for a Transportation Planning Grant (April 21). Staff will accept a grant from LA84 Foundation (May 5). The Department's Budget Study Session will take place on May 12.

In response to a question from a Boardmember, Mr. Frank noted that the Armory land (which belongs to the National Guard), is worth approximately \$8-10 million.

**ACTION** Note and File

## **REPORTS**

### **1. Art in Public Places**

Mr. Ferguson reported that the Committee met and selected a winner for the Airport banner design contest. Students from both High Schools submitted artwork. The chosen banner will be flown in January of next year.

**ACTION** Note and File

### **2. Ovrom Park**

Ms. Bartolo reported that staff was projecting a mid-May dedication ceremony and were waiting for attendance confirmation from the key dignitaries. She would have a more concrete date at the next meeting.

**ADDITIONAL COMMENTS FROM AUDIENCE**

None

**ADDITIONAL COMMENTS FROM BOARD AND STAFF**

Mr. Talamantes extended an invitation to the Department's other committees to speak before the Board. Mr. Layfer wished Mr. Talamantes and Mr. Yegparian good luck in their pursuit for City Council appointment.

**ADJOURNMENT**

The meeting adjourned at 7:02 pm.

**CHAIR:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**SECRETARY:** \_\_\_\_\_ **Date:** \_\_\_\_\_