COUNCIL AGENDA - CITY OF BURBANK
TUESDAY, OCTOBER 29, 2019
4:15 P.M. City Council Chamber, 275 E. Olive Avenue

This agenda contains a summary of each item of business which the City Council may discuss or act on at this meeting. The agenda packet consisting of the staff reports and all other documentation relating to each item on this agenda are on file in the Office of the City Clerk located at City Hall, 275 E. Olive Avenue, at the reference desks at the two public libraries located at 110 N. Glenoaks Boulevard and 300 N. Buena Vista Street during normal business hours, and will be posted on the City's website at www.burbankca.gov. Any writings or documents provided to the City Council regarding any item on this agenda subsequent to distribution of the agenda packet will be made available for public inspection in the Office of the City Clerk at City Hall located at 275 E. Olive Avenue, during normal business hours. If you have a question about any matter on the agenda, please call the Office of the City Clerk at (818) 238-5851. The Council Chamber 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) 238-5424 with questions or concerns.

A. Public Comment: (Three minutes on Closed Session items only) A PINK Public Comment Card must be completed and presented to the City Clerk.

B. Closed Session in City Hall First Floor Conference Room:

1. Conference with Legal Counsel – Existing Litigation:

a. Pursuant to Govt. Code §54956.9(d)(1)

b. Name of Case: Melanie Dawson v. City of Burbank

c. Case No.: BC631702

d. Brief description and nature of case: Civil Rights/Discrimination

2. Public Employee Performance Evaluation:

a. Pursuant to Govt. Code §54957

b. Title of Employee's Position: City Manager

C. Call to Order: 6:00 p.m.

D. Invocation: The Courts have concluded that sectarian prayer as part of City Council meetings is not permitted under the Constitution.

E. Flag Salute:

F. Roll Call:

G. Announcements: (The Mayor will make announcements on various topics in addition to any listed)

H. City Manager Report: (Updates on Notable Events, if any)

I. Presentations:

1. Introduction of the New Mental Health Clinician for the Burbank Police Department – Police Department

2. Airport Authority Commissioner Report – City Council

J. Reporting on Closed Session: (The City Attorney will report the Closed Session items and report out actions taken)

K. General Public Comment: (Three minutes on any matter concerning City business) A YELLOW Public Comment Card must be completed and presented to the City Clerk.

L. Council, City Manager, and/or City Attorney Comment: (Responses, if any, shall be brief and in accordance with the Ralph M. Brown Act)

M. Consent Calendar: (Items on the Consent Calendar are generally routine matters and should be adopted by one motion without an oral report)

1. City Council Minutes – City Clerk's Department

Recommendation:

Approve the City Council Minutes of the Regular Meetings of September 24, 2019, and October 1, 2019, and the Dark Meeting of October 8, 2019.

City Council Minutes

2. Approval of a Transit Vehicle Advertising Agreement Between the City of Burbank and Clear Channel Outdoor, LLC – Community Development Department

Recommendation:

Approve a three-year and five month, exclusive Transit Vehicle Advertising Agreement between the City of Burbank and Clear Channel Outdoor, LLC to sell and manage advertising on the exteriors and interiors of BurbankBus transit vehicles and share advertising revenue with the City of Burbank.

Staff Report

Attachment 1

Attachment 2

3. Approval of a United States Department of Justice Grant for Valor Training and Amending the Fiscal Year 2019-20 Budget by Appropriating Funds – Police Department

Recommendation:

Adopt a RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE CITY MANAGER OR HIS DESIGNEE TO EXECUTE THE 2019 GRANT AGREEMENT WITH THE UNITED STATES DEPARTMENT OF JUSTICE FOR VALOR TRAINING AND ANY FUTURE AMENDMENTS, ACCEPTING $14,569 IN GRANT FUNDS, AND AMENDING THE FISCAL YEAR 2019-2020 BUDGET BY APPROPRIATING FUNDS.

Staff Report

Attachment 1

Attachment 2

4. Appointment of Youth Board Members – Parks, Recreation, & Community Services Department

    1. Approve four (4) high school students and five (5) middle school students to serve one-year terms on the Youth Board based on school recommendations.

    2. Appoint eight (8) students to serve as At-Large members for one-year terms on the Youth Board based on submitted applications.

    Staff Report

    Attachment 1

    Attachment 2

5. Accepting and Appropriating Funds from the State Citizen's Option for Public Safety (COPS) Program and Amending the Fiscal Year 2018-19 Budget – Police Department

    Recommendation:

    Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AMENDING THE FISCAL YEAR 2018-2019 BUDGET FOR THE PURPOSE OF ACCEPTING AND APPROPRIATING FUNDS FROM STATE CITIZEN'S OPTION FOR PUBLIC SAFETY (COPS) IN THE AMOUNT OF $294,733.05.

    Staff Report

    Attachment 1

6. Approval of Payment in the Amount of $40,991.12 to the City of Los Angeles Fire Department for Additional Costs Shared for La Tuna (CA-LFD-000965) Incident; and Amend the Fiscal Year 2019-20 Budget by Appropriating Funds – Fire Department

    1. Approve an additional payment in the amount of $40,991.12 to the City of Los Angeles Fire Department for La Tuna (CA-LFD-000965) Incident.

    2. Amend the Fiscal Year 2019-20 Budget by appropriating $40,991.12 in funds.

    Staff Report

    Attachment 1

    Attachment 2

7. Authorizing the Acceptance of a Grant from the California Office of Traffic Safety for the 2020 Selective Traffic Enforcement Program (STEP) and Amending the Fiscal Year 2019-20 Budget – Police Department

    Recommendation:

    Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK AUTHORIZING THE ACCEPTANCE OF A GRANT FROM THE CALIFORNIA OFFICE OF TRAFFIC SAFETY FOR THE 2020 SELECTIVE TRAFFIC ENFORCEMENT PROGRAM (STEP) AND AMENDING THE FISCAL YEAR 2019-2020 ANNUAL BUDGET IN THE AMOUNT OF $120,000.

    Staff Report

    Attachment 1

Attachment 2

8. Adoption of a Resolution Approving the Application for Grant Funds from the Parks and Water Act of 2018 (Proposition 68) – Parks, Recreation, and Community Services Department

   Recommendation:

   Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING THE APPLICATION(S) FOR PER CAPITA GRANT FUNDS FROM THE PARKS & WATER ACT OF 2018 (PROPOSITION 68).

   Staff Report

   Attachment 1

   Attachment 2

   Attachment 3

9. Approval of a Memorandum of Understanding Between the City of Burbank and the Burbank Management Association from January 2019 – June 2022 – Management Services Department

   1. Adopt a RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE CITY OF BURBANK AND THE BURBANK MANAGEMENT ASSOCIATION FROM JANUARY 1, 2019 – JUNE 30, 2022.

   2. Adopt a RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK APPROVING A CITYWIDE SALARY SCHEDULE.

   Staff Report

   Attachment 1

   Attachment 2

   Attachment 3

   Attachment 4

N. Reports to Council: (Items listed under this section will have an oral report provided. YELLOW Public Comment Cards received by the City Clerk will have three minutes to speak on the item at the conclusion of the oral report, as long as a speaker has not spoken on the item during the first period of public comment.)

10. Designate a New City Council Freeway Project Subcommittee for the Interstate 5 HOV / Empire Interchange Project – Community Development Department

    Recommendation:

    Designate a City Council Freeway Project Subcommittee to discuss issues and concerns related to the Interstate 5 High Occupancy Vehicle / Empire Interchange Project construction. Public Comment: Council Action:

    Staff Report

    Public Comment:

Council Action:

11. Introduce an Ordinance Repealing, Amending,and Restating the Purchasing Code, Title 2, Chapter 2, Articles 1 and 3 of the Burbank Municipal Code – Financial Services Department

Recommendation:

Introduce AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK REPEALING, AMENDING, AND RESTATING ARTICLE 1, PURCHASING AND CONTRACTING, AND ARTICLE 3, DISPOSITION OF SURPLUS PROPERTY, OF CHAPTER 2, OF TITLE 2 OF THE BURBANK MUNICIPAL CODE. Public Comment: Council Action:

Staff Report

Attachment A

Attachment B

Attachment C

Attachment D

Attachment E

Public Comment:

Council Action:

12. Introduction of an Ordinance and Adoption of a Resolution to Adopt the 2019 California Building Standards Codes and Related Codes Enforced by the City – Community Development Department

1) Adopt A RESOLUTION OF THE COUNCIL OF THE CITY OF BURBANK MAKING EXPRESS FINDINGS AND DETERMINATIONS THAT MODIFICATIONS TO THE 2019 CALIFORNIA BUILDING STANDARDS CODE ARE REASONABLY NECESSARY BECAUSE OF LOCAL CLIMATIC, GEOLOGICAL, OR TOPOGRAPHICAL CONDITIONS.

2) Introduce AN ORDINANCE OF THE COUNCIL OF THE CITY OF BURBANK ADOPTING BY REFERENCE THE 2019 CALIFORNIA BUILDING STANDARDS CODE AND CITY OF BURBANK LOCAL AMENDMENTS, AND THE 2018 INTERNATIONAL PROPERTY MAINTENANCE CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS AND DELETIONS THERETO, AND AMENDING PORTIONS OF TITLE 9 OF THE BURBANK MUNICIPAL CODE.

3) Adopt THE MAP OF VERY HIGH FIRE HAZARD SEVERITY ZONES IN THE LOCAL RESPONSIBILITY AREA OF THE CITY OF BURBANK. Public Comment: Council Action:

Staff Report

Attachment 1

Attachment 2

Attachment 3

Attachment 4

Public Comment:

Council Action:

13. Request for a Planning Appeal Fee Refund (601-615 E. Cedar Avenue), and its Consistency with City Planning Policy, City Cost Recovery Policy, and Burbank Municipal Code – Community Development Department

Recommendation:

Receive and file the report. Public Comment: Council Action:

Staff Report

Attachment 1

Public Comment:

Council Action:

14. First Step – Tenant Protection – City Attorney's Office

Recommendation:

Note and file; give staff direction if any. Public Comment: Council Action:

Staff Report

Attachment 1

Public Comment:

Council Action:

O. Council Comments: (Including reporting on Council committee assignments, attendance at conferences and regional meetings)

P. Introduction of Additional Agenda Items: (Council Members may request future agenda items)

Q. Adjournment: In Memory of Brian Bowman, Former Board, Commission, and Committee Member in the City of Burbank, to Tuesday, November 5, 2019, in the Council Chamber - 275 East Olive Avenue, Second Floor, for a Joint Meeting.