

Burbank Coordinating Council

March 1, 2021



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City of Burbank Pandemic Reponse

A Mid-Year Budget Update was presented at the February 23rd City Council meeting. The presentation can be viewed on the City website: https://burbank.granicus.com/MediaPlayer.php?view_id=42&clip_id=9341&meta_id=379674

Revenue Declines

For the first six months of this fiscal year, the City has received about \$11 million less in revenues than at this same point last fiscal year.

The City of Burbank has seen significant declines in Sales Tax, Transient Occupancy Tax (TOT), and Transient Parking Tax (TPT) revenues and anticipates a recurring deficit of approximately \$15.4 million this fiscal year.

Revenue impacts are due to fluctuating health orders, restrictions on restaurants and business, reduced airport traffic, a cutback in studio operations, and the closure of local attractions such as Universal Studios.

Budget Corrective Actions

The City has enacted over \$14 million in revenue and cost savings measures to help bridge the General Fund recurring deficit.

- instituted a hiring freeze for non-critical positions
- utilized RDA reserves to make one-time CalPERS UAL payment
- City made its second one-time payment towards Unfunded Actuarial Liability (UAL) in July 2020. To date, the City has achieved \$3.1 million in recurring savings as a result of the City Council's multi-year pension funding plan.
- conserved 50% travel and training funds
- suspended programs and activities that have been restricted due to the pandemic to save funding and resources.

Federal Funding

The City received \$1.3 million of CARES Act funding towards expenses related to pandemic response.

The City will apply for approximately \$344,000 in FEMA reimbursement.

The City continues to advocate for federal and state stimulus assistance, as well as grant opportunities.

Update: On March 11, President Biden signed the \$1.9 trillion American Rescue Plan, passed by both houses of Congress. The budget bill provides \$65 billion in direct funding to cities. Unlike money received via the CARES Act, these funds can be used to replace lost revenues and help mitigate the recurring deficit in the General Fund.

City of Burbank Pandemic Reponse

Resources for Seniors

Through Project HOPE, a Parks & Recreation program that pairs seniors with volunteers who assist with running errands, grocery shopping, and companionship, the City is providing assistance to 82 seniors in the community.

The Senior Nutrition Program continues to provide nutritious meals to seniors via home-delivery or meal-pickup options. A total of 12,700 meals were provided in February. On average, 2,083 meals were provided to 365 seniors weekly through the Home Delivered Meal program. In addition, an average of 191 seniors were provided 1,092 meals each week at our drive-thru service at McCambridge Park.

The Senior Nutrition Program has seen increased demand since the start of the pandemic, and the City has received CARES Act funding via the County to expand the program and ensure access to nutritious meals for Burbank's seniors. Approximately \$246,000 was awarded as part of the CARES Act to the Parks and Recreation Department for the Elderly Nutrition Program serving and delivering meals to seniors. An additional \$54,000 was awarded from the Families First Coronavirus Relief Act Grant to also assist with the Elderly Nutrition Program.

Recreation Programs

On February 24, the County of Los Angeles announced new guidance allowing for all outdoor youth and adult recreational sports, including moderate contact and high contact sports, to resume practice, training and competitions.

It is anticipated youth and adult league sports will return in May 2021. Team registration is slated for mid-March.

For more information and updates regarding City sports programs visit the Burbank Parks & Recreation Sports webpage at:

<https://www.burbankca.gov/departments/parks-and-recreation/sports>

While league sports remain delayed, the Parks & Recreation Department is offering the Skills & Drills Program to provide participants with the experience of getting back on the field. For current program offerings, visit www.burbankparks.com

Economic Recovery Programs

The City of Burbank continues to implement its Economic Recovery Plan. To view an update on the City's Economic Recovery Plan from the February 23rd Council meeting, visit the City website:

https://burbank.granicus.com/MediaPlayer.php?view_id=42&clip_id=9341&meta_id=379684

The City has implemented several facets of its Economic Recovery Plan to mitigate the impacts of the pandemic on residents and local businesses.

In response to restrictions on indoor dining and business operations last year, the City of Burbank issued Orders closing San Fernando Boulevard and allowing for businesses and restaurants to operate in private parking lots and the public right of way. Currently, San Fernando Boulevard is open to vehicular and pedestrian traffic in a hybrid configuration that allows for outdoor dining areas to be extended into the public right of way.

The City continues to work with the Chamber to promote businesses and provide training and educational activities. In January, the City launched the "Future of Work Studio Accelerator", a 2-phase program to guide entrepreneurs interested in founding tech startups and small businesses. For more information, visit: <https://www.untapped.ventures/accelerator>

As part of the federal CARES Act in March 2020, the City of Burbank received \$1,842,025 in Community Development Block Grant (CDBG) funding. Coupled with Measure H grant funds, these monies were used to create two programs to assist renters and small businesses impacted by COVID-19.

Update: The City received another \$1.2 million in CDBG CARES Act funding this year and plans to continue the rental assistance and small business assistance programs.

➤ *Rental Assistance*

- The City's Rental Assistance Program received 300 applications when it first opened in June 2020. Applications were reviewed by the program administrator, Family Promise of the Verdugos, and 150 households were deemed eligible to receive up to \$800/month in rental assistance for up to three months.
- **Update:** Following receipt of further CDBG funds for 2021, the City will re-open the application period for the Rental Assistance Program on April 5th. The program will now provide up to \$1,000 in monthly assistance for 3 months. Eligible households must be current with utilities or have a payment arrangement with Burbank Water & Power (BWP). The program also covers the first payment toward a BWP repayment plan (\$150 for multifamily tenants and \$300 for single family units).

➤ *Small Business Assistance*

- The City's Small Business Assistance Program received 104 applications when it opened in July 2020. Applications were reviewed by the program administrator, California Community Economic Development Association (CCEDA) and 22 businesses were deemed eligible. At the time, microenterprises were eligible for up to \$5,000 and small businesses up to \$10,000 in forgivable loans.
- **Update:** Following receipt of further CDBG funds for 2021, the City will re-open the application period for the Small Business Assistance Program on March 22nd. Microenterprises can now apply for up to \$10,000 and small businesses up to \$20,000. Businesses must have between 2

and 200 employees and be up to date on utility bills, otherwise the unpaid amounts would be deducted from the total aid received.

BWP is also helping unemployed residents via its Job Loss Bill Credit Program. For customers who are facing financial hardship due to COVID-19, the program offers \$200 - \$300 towards a household's electric bill paid over 4 months. For more information, visit www.burbankwaterandpower.com

On February 23rd, the City Council voted to repurpose its Economic Development subcommittee into an ad hoc Economic Recovery task force for the next 6 months to meet with stakeholders in the community and explore further ways in which the City can help small businesses and residents.

Eviction Moratoria

With the state's passage of California Assembly Bill (AB) 3088 in August 2020, the City's residential eviction moratorium expired and is now superseded by the State's. Senate Bill (SB) 91 extended residential eviction protections to June 30, 2021 and allocated funding for a statewide rental assistance program.

The County of LA is poised to receive and distribute these rental assistance funds to County residents and the City will actively advertise the program to tenants when offered.

The City's commercial eviction moratorium currently expires March 31, 2021. Commercial tenants have 6 months after the eviction moratorium expires to pay owed rent in full before eviction proceedings can occur.

Vaccinations

In line with the State's vaccination plan, the City of Burbank is actively vaccinating its frontline workers. The City has already completed vaccinations for Firefighters, Emergency Medical Service workers, and Police Officers and is currently working with the Burbank Unified School District to vaccinate their personnel in addition to the City's frontline staff.

Homelessness

For an update on the City's homelessness initiatives from the March 2nd Council meeting, visit the City website:

https://burbank.granicus.com/MediaPlayer.php?view_id=42&clip_id=9350&meta_id=380015

Burbank's homeless population increased by 3% in 2020, from 282 individuals in 2019 to 291 in 2020.

Current City initiatives and goals to mitigate homelessness include:

- Creating a voluntary storage facility on Front St. using Measure H and CDBG funds, with services provided by Salvation Army, which would allow up to 60 homeless individuals to store items in 60-gallon containers.
- Identifying a site and service provider for transitional housing. Previously the City was interested in using the State's Homekey funding to procure the Scott Motel, however due to issues with the site and the timeline for grant funding, this could not be pursued. The City continues to seek a potential solution to achieve the goal of a transitional housing site in Burbank.
- Expand the City's contract with StreetPlus. StreetPlus has been pivotal in the City's approach to homelessness – they interface with homeless individuals, provide information regarding resources, and help individuals obtain assistance. Since 2019, StreetPlus assisted 83 individuals with housing, family reunification, and accessing resources like food, clothing, and medical help.

The State is winding down Project Roomkey, which allowed for the use of motel and hotel rooms as emergency housing for the homeless, as it ramps up Project Homekey, which focuses on long-term or permanent supportive housing. The City greatly benefited from Project RoomKey and was able to place 20 homeless individuals into LA County hotel rooms.

The City is actively advocating for more state and County resources to mitigate homelessness in Burbank. Burbank generates more than \$6 million in Measure H funds for the County of Los Angeles and continues to advocate for a direct allocation of those funds.

Community Development Block Grant (CDBG) Funding for 2021

As part of its annual allocation, the City received \$1.044 million in CDBG funding.

Community groups were invited to submit project and program proposals for 2021. Applications were due by March 5th to City Data Services (program administrator).

Funds are available to City departments, non-profits, and faith-based groups for projects that benefit low and moderate-income persons or meet an urgent community need. More information can be found at:

www.burbankca.gov/departments/community-development/housing-economic-development/community-development-block-grant

Funding announcements are expected to be made at the May 4, 2021 Council meeting.

Long Range Planning

The City is working on updating several long-range planning documents, including:

- Green House Gas (GHG) Reduction Plan – this document is a tool for the City to quantify its share of statewide GHG emissions, establish a local emissions reduction target, and establish actionable steps towards that goal. More info can be found on the City website at: www.burbankca.gov/departments/community-development/planning/plans-and-regulations/greenhouse-gas-reduction-plan
- Downtown Burbank Transit Oriented Development Specific Plan – this plan encompasses Downtown Burbank and the Downtown Burbank Metrolink Station and will include an analysis of existing and proposed land uses, infrastructure, transportation, and in-fill development opportunities for the area. The plan will also take into account amenities for various mobility users in the Downtown. More information can be found on the City website at: www.burbankca.gov/departments/community-

[development/planning/active-projects/downtown-burbank-metrolink-station-tod-specific-plan-and-general-plan-update](#)

- Golden State Specific Plan – this document would apply to the Golden State District (south and east of the Burbank Hollywood airport) and outlines a plan for future development in the area. More information can be found on the City website at: www.burbankca.gov/departments/community-development/planning/active-projects/golden-state-specific-plan
 - Housing Element Update – this document identifies existing and future housing needs. In line with State code, the Housing Element must be updated every 8 years. For more information, visit: www.burbankhousingelement.com
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Central Library Vision Study

The Central Library Vision Study is underway to assess different options to renovate or replace the Burbank Central Library. To watch an informational overview presented at the February 23rd Council meeting, visit: https://burbank.granicus.com/MediaPlayer.php?view_id=42&clip_id=9341&meta_id=379663

The Vision Study so far indicates that renovation of the existing library would be costly and in the long run, a replacement library either at Olive & Glenoaks (previously the site of a Wells-Fargo branch) or adjacent to City Hall would be more viable options.

On February 23rd, the City Council directed staff to explore various financing options (Public Private Partnerships, land swaps, and infrastructure grants), with a preference for building a replacement library at Olive & Glenoaks.

Burbank City Council Goal Setting 2021

Burbank City Council met on January 27th to establish the following priorities for 2021:

- Economic Recovery/Development
- Housing/Homelessness
- Sustainability

- City Services
 - Quality of Life
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Economic Development

The City of Burbank continues to attract new business and industry. Recently opened or soon to be open sites include:

- HomeGoods – 683 N Victory Blvd (February 2021)
- Milano Café & Deli – 269 E Palm Ave (Spring 2021)
- Brews Brothers – 3000 W Olive Ave (Summer 2021)
- Finney’s Craft House – 164 Palm Ave (Summer 2021)
- Raising Cane’s – 1750 West Olive Ave (Summer 2021)
- Mendocino Farms – 4301 Riverside Dr (2021)
- Silverlake Ramen – 175 Palm Ave (2021)

More information can be found on the City’s Economic Development webpage at: www.econdevburbank.com

Current Development Projects

- Providence Saint Joseph Emergency Room and Urgent Care Project
 - Anticipated Completion: Summer 2022
 - Project includes a new 44 bed Emergency Department and 12 bed Urgent Care, along with other site improvements (sidewalks, crossings, and landscaping)
- Warner Bros. Second Century
 - Anticipated Completion: 2023
 - Project consists of 800,000 sq ft office building complex (two seven-story and nine-story buildings).
 - Project will be sustainable (LEED certified)
- Warner Bros. Tour Center
 - Anticipated Completion: Summer 2020
 - Project consists of a new studio tour center (80,000 sq ft) as well as above ground and subterranean parking.
 - Located on studio’s main lot
- Avion Burbank
 - Currently the largest construction in progress in Burbank, encompassing 61 acres.
 - Includes 1 million sq ft of industrial buildings, 142,000 sq ft of creative office space, 2 retail buildings, and a 150-room hotel.

- Amazon has announced it is leasing space within Avion for a new delivery station.
- LaTerra (777 Front St)
 - Estimated Completion: 2023-2025
 - Mixed -use project with 573 residential units, hotel with 307 rooms, and 1,067 sq ft of ground floor retail space.
 - Residential portion is an 8-story building with underground parking.

For a comprehensive list of development projects and project updates, visit: www.econdevburbank.com

New Initiatives/Miscellaneous Updates

Racial Equity & Diversity Council Subcommittee

The City held its first meeting of the Racial Equity & Diversity Council subcommittee on Wed, Feb 24th.

The subcommittee was initially created on December 8, 2020 following recommendations by the Burbank Human Relations Council (BHRC) to adopt a Resolution acknowledging instances of prejudice and discrimination in Burbank's past; participate in a citywide anti-hate campaign; incorporate human relations lessons in the City's Youth Leadership Program; and implement community dialogue events. The staff report from the December 8th Council meeting detailing these initiatives can be found on the City website at:

https://burbank.granicus.com/MetaViewer.php?view_id=45&clip_id=9269&meta_id=377015

On February 24th, the subcommittee considered next steps to implement these Council-approved initiatives and also considered pursuing racial equity training through the National League of Cities' (NLC) Racial Equity and Leadership (REAL) Program. Representatives from REAL will provide an in-depth overview of service offerings and an action plan if the City decides to pursue these services at the next subcommittee meeting.

To be notified of future meetings of the Racial Equity Subcommittee, subscribe to the City's E-Notify System at: <https://www.burbankca.gov/what-s-new/enotify-me-sign-up> and register

for Board & Commission updates. Meetings of the Racial Equity & Diversity Council subcommittee will be posted on the City Calendar and agendas will be posted for the public in accordance with Brown Act requirements on the City's Meetings and Agendas webpage at:

www.burbankca.gov/what-s-new/meeting-agendas-minutes

Caltrans I-5 North Project

The Metro Board of Directors voted to approve the use of up to \$73 million in Measure R and Proposition C funding to bridge the Caltrans I-5 project funding gap, ensuring the long-delayed project will be completed, including the Burbank Boulevard Bridge renovation. \$15 million has also been reserved to address un-met project needs, such as repairing and repaving city streets damaged by the project, addressing cleanup of dirt and debris, and potential landscaping of the adjacent railroad right of way.